

THE VETERANS CONTACT POINT

England & Wales · Charity number 1155953

Details

Status Registered

Legal form CIO

Registered 2014-02-27

Register [View on the Charity Commission register](#)

Contact

Address The Veterans Contact Point
Horsa Building
Bentley Road
Nuneaton
Warwickshire
CV11 5LR

Phone 02476343793

Email contactus@veteranscontactpoint.co.uk

Website <http://www.veteranscontactpoint.co.uk>

Activities

Objects: THE RELIEF IN NEED OF FORMER MEMBERS OF THE ARMED SERVICES, THEIR SPOUSES, CHILDREN AND DEPENDENTS OR ORGANISATIONS SUPPORTING THEIR NEEDS IN PARTICULAR BUT NOT EXCLUSIVELY BY:(I) PROVIDING OR ASSISTING IN THE PROVISION OF SCHEMES FOR THEIR RESETTLEMENT, REHABILITATION, RETRAINING AND EMPLOYMENT; AND(II) PROVIDING OR ASSISTING IN THE PROVISION OF GRANTS, ITEMS AND SERVICES FOR THEIR BENEFIT.

Activities: To Provide:A safe environment; A professional assessment of needs;Weekly job club & Job prep;Training courses where appropriate;Promote awareness of needs & Partnership working,Marketing & fund raising events;Mentoring/peer support; Promote & develop the use/awareness of the Veterans Contact Point & its resources to the wider community; Support & promote, the Armed Forces Community Covenant.

Classification

- **How:** Makes Grants To Individuals, Makes Grants To Organisations, Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** General Charitable Purposes, Education/training, The Prevention Or Relief Of Poverty, Accommodation/housing, Other Charitable Purposes
- **Who:** Other Charities Or Voluntary Bodies, Other Defined Groups

Geography

- Coventry City
- Solihull
- Warwickshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£91,557	£103,537	-	-
2024-03-31	£139,615	£73,499	-	-
2023-02-28	£147,568	£106,377	-	-
2022-02-28	£156,558	£78,238	-	-
2021-02-28	£203,925	£77,424	-	-

Trustees

Name	Role	Appointed
Tobias George Lapage-Norris	Chair	2025-09-12
Clive Ansell Knightley		2024-12-16
Colin Cape		2025-10-01
David Kelham		2023-03-13
Katina Hudson		2026-02-01
Manny Sandhu		2023-03-13
Peter Knight		2015-02-01
Robert David Coleman		2025-03-28
Simon Berry		2015-02-01

THE VETERANS CONTACT POINT

England & Wales - Charity number 1155953

Accounts



Trustees' Annual Report for the period

From: 1st April 2024 (Period start date) To: 31st March 2025 (Period end date)

Charity name: The Veterans Contact Point

Charity registration number: 1155953

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>The relief in need of former members of the Armed Forces, their spouses, children and dependants or organisations supporting needs in particular but not exclusively by (I) Providing or assisting in the provision of schemes for their resettlement, rehabilitation and employment (II) Providing or assisting in the provision of grants, items and services for their benefit.</p> <p>Through the provision of: A safe environment; a professional assessment of needs; job Club & Job Preparation/Employability; Training Courses where appropriate; Promoting the awareness of needs & partnership working; Marketing & Fund-raising events; Mentoring/Volunteer Peer Support; Promote and develop the use/awareness of the Veterans Contact Point (Charity) and its resources to the wider community; Support & promote the work of the Armed Forces Community Covenant. 2023-2024 Develop Health & Well- Being activities for Veterans</p>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<ol style="list-style-type: none"> 1. Through a capital grant made available by The Veterans Foundation, continue to develop the Veterans Hub in the South of Warwickshire (Warwick) and in supporting the needs of our beneficiaries and through awareness of the AFC and the needs of AFC. 2. To provide none clinical support through to veterans engaged with NHS/OP COURAGE from the Iraq & Afghanistan/NI & Falklands Wars. 3. With funding provided by Defence Medical Welfare Services (DMWS) for one member of staff, deliver

		<p>support to single homeless males and veterans in South Warwickshire Area working in partnership with the Stafford, Leamington, Coventry, Rugby Council Authorities.</p> <p>4. The continuation of the provision existing activities including: Peer Support, Access to welfare portals/referral points, Physio-Emotional & Befriending support, AFC Partnership Working, Community Awareness and providing a safe none-judgemental access point for our beneficiaries to come for help.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Pursuant to Section 17(5) of the Charities Act and the Charities (Accounts and Reports) Regulations 2008 the Charity Trustees have taken due regard of the guidance on public benefit issued by the Charity Commission when exercising its duties.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	<p>The Board of Trustees continue to uphold the decision on grant making to individuals, limited to a maximum of £50 per individual without prior notification by business justification, but considered and approved by the BOT.</p> <p><i>These grants are mainly to meet the immediate needs of individuals while due process is in consideration by external charities/organisations.</i></p> <p>All applications for grants over £50 require a written business/welfare justification supported by case report and will normally support a larger application for welfare support/funding.</p>
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	<p>The VCP is a volunteer ran Military Charity utilising volunteers throughout its Board of Trustee through to its Operational Staff. The Board of Trustees recognise the commitment, time and contributions made by its volunteers and acknowledge the pivotal role they fulfil across the charity. Working in Partnership with ImROC all new</p>

		Volunteer Peer Support staff receive external accredited Peer Support Training.
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>In this reporting period the VCP has continued to be effective in providing a safe place for 255 veterans to access befriending and welfare and other support from its Partners. Peer Support remains a crucial and successful tool in assisting many veterans to overcome barriers, issues and in helping them to navigate through services/access support. We have provided support to 255 New Case and in addition we have supported more than 132 family members of which 36 veterans continue to receive support as Open Cases, 355 Cases were closed during the reporting period. 14 Veterans were identified as having disabilities problems. Overall the Charity continue to have a positive impact on supporting veterans demonstrating a 74% success rate in this year of supporting veterans across Warwickshire and Solihull.</p> <p>The VCP/Charity was nominated and received the Kings Award for Voluntary Services and recently achieved the MOD Employer Recognition Gold Award.</p> <p>We continue to work with our NHS/OP COURAGE Mental Health teams providing Peer Support to veterans engaged in their interventions and by providing non-clinical support. We continue to provide and develop a range of interventions such as, Buddy Checks, Brew & Banter, Mountain Biking, Fishing and Model Building and Trips to the NMA. Other activities include Overnight Camping/Expeditions.</p> <p>Events attended and opportunities provided included:</p> <p>MD Kineton Barracks Health Fayre- Engaged with 200 serving members, provided information to 16 Army Personnel leaving in that year.</p> <p>Fishing Event- Provided support and opportunity for 7 Veterans to attend this fishing on the day all with PTSD/mental health issues.</p> <p>Bramcote Barracks Health Fayre (20 Sigs Regt) -Engaging with 200 serving members interacted with 8 interested in settling down</p>

		<p>in the Nuneaton area on completion of service.</p> <p>Attended Community Event Aerospace Coventry, Galonas House Worcester Hospital, Warwickshire Fire and Rescue, Armed Forces Day, Pinley Rugby Club, Nuneaton Community Networking lunch of the general public, Veterans and Army Reservists.</p> <p>Warwickshire Police Open Day - Engaged with 200+ members of the public, Serving Police Personnel and Veterans.</p> <p>Mountain Biking in the Warwickshire and Derbyshire area - 7 Veterans supported to attend these Biking events, all with PTSD/Mental Health/Well-being Issues</p> <p>VCP continues to develop and to support veterans and their families and CSW AFC Partners through its VCP Southern Hub based in Warwick, which has resulted in veterans being able to access services locally and for CSW AFC Partner Agencies to deliver interventions in a safe location, Resulting in increase of AFC awareness briefings and involvement in the local area and across South Warwickshire, Attendance and participation in local events and promotion of this local service to veterans/association/Warwick/SOA community.</p> <p>Another achievement was the continued successful delivery of outcomes through the NWBC Watling Street Single Male Homelessness Project which had provide homelessness support to single males – during the early part of this reporting period. This project was a success. Including in this period the success of this project has help homelessness veterans to having a routine to enable them to move forward; Learning how to budget; Working with the support officer and local authorities case worker; Tackling any addictions (Alcohol, drugs).</p>
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
	Para 1.41	

Performance of fundraising activities against objectives set		
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>The income has reduced by £48,476, although the prior accounting period includes a one-off donation of £30,000 for the van. Nonetheless repeating grant income has reduced by some £18,476b in the year.</p> <p>Our spending was in line with this reduced income and the deficit of £11,980 is largely attributable to the depreciation charge of £11,213. In short we have ended the year in a cash neutral position.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The charity currently holds 80% of it's funds in cash. This balance of £134,835 is split between Coventry Building Society and Lloyds Bank. The Charity currently estimates that £20,000 is held in reserve to maintain operations for a year.
Amount of reserves held	Para 1.22	£20,000
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<p>The main source (80%) of income is Grants (£73,424) and Public Donations rose by 13% to £16,289. fund raising remains charity/public donations through a mixture of specified and none-specified purposes. In this reporting period we received funding/grants from Watling Street Project, Veterans Health Check, Veterans Foundation.</p>
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Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	<p>The Veterans Contact Point (VCP) hold formal bi-monthly/quarterly BOT's meetings where governance of the charity is reviewed, and matters considered. Minutes of these meetings along with the financial statements, shared and recorded.</p> <p>The VCP's Business Objectives being reviewed at regular intervals and updated yearly at the AGM, where risks are considered, and procedures adopted to minimise the impact of any of these risks, and to adopt the necessary change procedures to manage any potential areas of risk identified.</p> <p>Risks considered in this year remain associated with the expansion of our outreach and community engagement in the South of the County through the establishment/running costs of the Southern Hub – impacting by increasing expenditure</p> <p>Unrestricted fund raising/public donations to support core activities/interventions continues to be a focus for the charity. Concerns are that this is also a competitive area as many other charities are applying for grant funding another funding opportunities</p>
Other		N/A

Structure, Governance and Management

Description of charity's trusts:		Constitution
Type of governing document (trust deed , royal charter)	Para 1.25	Trust
How is the charity constituted? (e.g unincorporated association , CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Appointed/Elected

Additional information (optional)

You may choose to include further statements where relevant about:

<p>Policies and procedures adopted for the induction and training of trustees</p>	<p>Para 1.51</p>	<p>Nominations/Proposals for Trustee appointments are proposed and considered at the earliest BOT meeting. All Trustees being provided with the CC Trustee Handbook,</p> <p>Guidance issued by Cobseo and have access to the Policies and Procedures, which are defined in the VCP's Operating Handbook.</p> <p>The BOT reviews its Trustee membership on a regular basis, retiring and appointing trustees as appropriate to meet the needs of the Charity. All trustees receive an induction to the charity and sit as ex-officio members of the board of trustees until completion of a period of observation and review (<i>usually 2 months</i>) where full trusteeship is voted upon by the elected board.</p>
<p>The charity's organisational structure and any wider network with which the charity works</p>	<p>Para 1.51</p>	<p>The charities organisational structure involves a Board of Trustees (BOT) comprising of those who have and those who have not seen service in the UK Armed Forces. Comprising of a Patron, President, Executive Trustee (unpaid), Chair, Treasurer and Board. To enable decisions to be made more effectively the BOT have empowered a Working Group (WG), which comprises of the Executive, Chair and Treasurer assisted by the New Employed Business & Administrative Support Officer</p> <p>Decisions made by the WG are required to be ratified at the next BOT bi-monthly meeting.</p> <p>Daily operations are supervised by the Business & Admin Officer (BAO) who reports directly to the Executive/WG. Lead Peer Support Worker/Officer coordinates this intervention and reports back to the WG/BOT and through the BAO.</p> <p>The Charity has established a strong partnership across Coventry, Solihull and Warwickshire Armed Forces Covenant Partnership, working closely with Statutory /Local Authorities, Criminal Justice Agencies, Veteran Associations, Charities and Community Groups. It continues to be the knowledge base on AFC matters and assists/supports interventions that are veteran/AFC focused.</p>

Relationship with any related parties	Para 1.51	No formal relationships with any related parties although mutual none funding referral support is provided to/from SSAFA, TRBL, NHS and other Military Charities as required and in agreement with the individual veteran's consent and agreed action plan.
Other	N/A	

Reference and Administrative details

Charity name	The Veterans Contact Point
Other name the charity uses	VCP
Registered charity number	1155953
Charity's principal address	The Horsa Building Bentley Road Nuneaton Warwickshire CV11 5LR
Contact Details:	Tel: 02476343793 email: contactus@veteranscontactpoint.co.uk

Director name		
N/A		

Corporate trustees – names of the directors at the date the report was approved

NIL

Name of trustees holding title to property belonging to the charity

NIL

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Damian Griffin OBE	President of the Board	September 2022	Sir Martin Dunne KCVO – Patron Damian Griffin OBE - President Leonard Hardy BEM – Executive
2	Leonard Hardy BEM	Executive Trustee	Died Oct 25	Patron/President
3	Peter Knight	Treasurer		Board of Trustees
4	Jwerea Morgan (Nee - Malik)	Trustee		Board of Trustees
5	Simon Berry	Chairman - Trustee	Appointed July 2023	Board of Trustees
6	David Kelham	Ex-Officio	13 th March 2023	Board of Trustees
7	Manjinda Sandhu	Ex-Officio	13 th March 2023	Board of Trustees
8				
9				
10				
11				
12				

Trustee name	Dates acted if not for whole year	
N/A		

Description of the assets held in this capacity	NONE
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Funds held as custodian trustees on behalf of others

N/A

Name of chief executive or names of senior staff members (Optional information)

Sir Martin Dunne – Patron, Damian Griffin – President, Leonard Hardy – Executive Trustee

Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/A

Other optional information

In accordance with the charities objectives and to remain to be seen as a fair and transparent and equal opportunity employer the EO Daughter competed for and was successful in securing the paid opportunity as the Business & Administrative Officer. To ensure fairness and transparency the EO was not involved in the selection of or in the interview of this candidate to avoid any conflicts of interest or accusations of nepotism and the BOT held the final decision on who was selected from the 6 applicants to be employed.

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Mr Peter Knight	Mr Simon Berry
Position (eg Secretary, Chair, etc)	Treasurer	Chairman Board of Trustee

Date 15 JAN 2020



Section A

Independent Examiner's Report

Report to the trustees/ members of

Charity Name THE VETERANS CONTACT POINT

On accounts for the year ended

31 MARCH 2025 Charity no (if any) 1155953

Set out on pages

1-4 (remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 03 2025

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

~~[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (~~other than that disclosed below*~~) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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

* Please delete the words in the brackets if they do not apply.

Signed: [Signature]

Date: 7/1/2026

Name: PAUL HART

Relevant professional qualification(s) or body

ACA

(if any):

Address:

Section B Disclosure

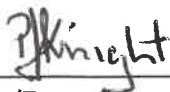
Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

Income and Expenditure Account Year ended 31 st March 2025	2025 £	2024 £
Income	91,126	139,602
Cost of Sales	(58,057)	(53,805)
Gross profit	33,068	85,797
Administrative expenses	(27,037)	(11,515)
Property Costs	(7,229)	(8,179)
Depreciation	(11,213)	(11,586)
Operating surplus	(12,411)	54,517
Interest receivable and similar income	431	446
Interest payable and similar expenses	-	-
Deficit / Surplus for the financial year	(11,980)	54,963

Statement of Assets & Liabilities As at 31 st March 2025	2025 £	2024 £
Fixed Assets		
Tangible Assets	32,561	35,910
Current Assets		
Cash at bank and in hand	134,835	143,466
Total Assets	167,396	179,376
Funds at 1 st April 2023		124,413
Funds at 1 st April 2024	179,376	
Surplus/ Deficit for the year	(11,980)	54,963
Charitable Funds	167,396	179,376

These Financial Statements were approved by the Board of Trustees


Peter Knight (Trustee)

7 Jan 26
Date

**The Veterans Contact Point
Trustees Report**

The purposes of the charity is the relief of former members of the Armed Forces, their spouses, children and dependants who find themselves in need. The charity is also tasked with supporting organisations who fulfil the same aim.

Such relief shall be made through the provision of:

- a) A safe environment
- b) A professional assesment of needs
- c) Improving employability through job preparation
- d) Mentoring/Volunteer Peer Support
- e) Training courses where appropriate
- f) Promotion of fund raising events
- g) Promotion of awareness of needs and partnership working
- h) Promotion of fund raising events
- i) Support & promote the work of the Armed Forces Community Covenant.

The following Trustees served in the year:

Damien Griffin OBE	President of the Board
Leonard Hardy BEM	Executive Trustee
Christopher Mackie	Chairman
Peter Knight	Treasurer
Gerald Machin	Trustee
Jwerea Morgan (Nee - Malik)	Trustee
Roger White	Trustee
Simon Berry	Trustee
David Kelham	Ex-Officio
Kevin Bowman	Ex-Officio
Manjinda Sandhu	Ex-Officio

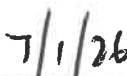
During the year The Veterans Contact Point organised a number of activities to provide support to Veterans within and around the Warwickshire area. These activities were mainly taken up by Veterans that are alone or suffering from mental health issues, such activities included days out fishing, cycling and walks in the Snowdonia National Park.

Throughout this period the VCP team has organised a number of free breakfast clubs for Veterans and attended community led events around the area highlighting the services within the VCP which has resulted in Veterans gaining help from a service that they previously were unaware of, this approach has shown that the services offered are both relevant and aligned with community values.

During the period referrals have been made to agencies such as SSAFA, CAB, OP Courage and CGL with the team providing support throughout this process to the Veteran and family.



Peter Knight



Date

**The Veterans Contact Point
Accounting Policies**

1 Basis of Accounting

The Financial Statements have been prepared under the historic cost convention

2 Going Concern

The company has sufficient funds to allow operation to continue for the foreseeable future
In view of this, the Trustees consider it appropriate to prepare these accounts on a Going Concern Basis.

3 Tangible Fixed Assets

Fixed Assets are stated at historic cost less depreciation. Depreciation is provided on all tangible fixed assets at rates calculated to write each asset down to its estimated residual value over its expected useful life, as follows:

Leases	Term of the lease
Office Equipment	33% Straight line basis
Furniture Fixtures & Fittings	20% reducing balance

4 Pension Contributions

The pension costs charged in the financial statements represent the contributions payable by the charity during the year

Notes to the Accounts	2025		2024	
Year ended 31st March 2025	£	£	£	£
1 Income				
Grants Received		73,424		95,158
Black Tie Event		597		
Van Donation				30,000
Donations		16,289		14,380
Other		814		64
		<u>91,126</u>		<u>139,602</u>
2 Cost of Sales				
Salary	(19,247)		(29,467)	
Wages	(4,445)		(250)	
Pension	(2,030)		(2,420)	
Travel	(13,439)		(6,312)	
Training	(99)		(2,061)	
Administration	(4,756)		(26)	
Other	(11,004)		(6,435)	
Association Charge	(53)		(170)	
Charity Expense	(841)			
Welfare Grants	(113)		(1,176)	
Equipment	(88)		(82)	
Supplies	(120)			
Vehicles	(1,821)		(375)	
		<u>(58,057)</u>		<u>(53,805)</u>

Notes to the Accounts Continued
Year ended 31st March 2025

2025
£

£

2024
£

£

3 Administrative expenses

Wages	(11,670)			
Insurance	(1,759)		(2,508)	
Telephone	(3,734)		(3,364)	
Mobile	(1,320)		(1,252)	
Marketing	(1,417)		(422)	
Photocopier	(1,161)		(818)	
Supplies	(1,330)		(1,376)	
Postage	(193)			
Other	(204)		(418)	
Web Hosting	(4,250)		(1,356)	
		(27,037)		(11,515)

4 Property Costs

Rent	(1)		(2)	
Rates	(828)		(1,789)	
Maintenance	(2,351)		(1,415)	
Gas	(2,693)		(1,871)	
Electricity	(2,022)		(2,207)	
Water	1,154		(272)	
Waste Collection	(488)		(623)	
		(7,229)		(8,179)

5 Depreciation

Lease	(1,042)		(420)	
Welfare Equipment	(1,442)		(1,923)	
IT Equipment	(838)		(644)	
Generator	(252)			
Fixtures & Fittings	(2,851)		(2,284)	
Vehicles	(4,787)		(6,316)	
		(11,213)		(11,586)

6 Cash At Bank and In Hand as at 31st March

	2025	2024
	£	£
Building Society	17,785	17,353
Lloyds Bank	116,342	125,925
Petty Cash	709	187
	134,835	143,466



Section A

Independent Examiner's Report

Report to the trustees/ members of

Charity Name THE VETERANS CONTACT POINT

On accounts for the year ended

31 MARCH 2025 Charity no (if any) 1155953

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* Please delete the words in the brackets if they do not apply.

Signed: [Signature]

Date: 7/1/2026

Name: PAUL HART

Relevant professional qualification(s) or body

ACA

(if any):

Address:

Section B Disclosure

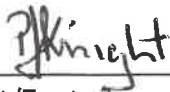
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Operating surplus	(12,411)	54,517
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Interest payable and similar expenses	-	-
Deficit / Surplus for the financial year	(11,980)	54,963

Statement of Assets & Liabilities As at 31 st March 2025	2025 £	2024 £
Fixed Assets		
Tangible Assets	32,561	35,910
Current Assets		
Cash at bank and in hand	134,835	143,466
Total Assets	167,396	179,376
Funds at 1 st April 2023		124,413
Funds at 1 st April 2024	179,376	
Surplus/ Deficit for the year	(11,980)	54,963
Charitable Funds	167,396	179,376

These Financial Statements were approved by the Board of Trustees


Peter Knight (Trustee)

7 Jan 26
Date

**The Veterans Contact Point
Trustees Report**

The purposes of the charity is the relief of former members of the Armed Forces, their spouses, children and dependants who find themselves in need. The charity is also tasked with supporting organisations who fulfil the same aim.

Such relief shall be made through the provision of:

- a) A safe environment
- b) A professional assesment of needs
- c) Improving employability through job preparation
- d) Mentoring/Volunteer Peer Support
- e) Training courses where appropriate
- f) Promotion of fund raising events
- g) Promotion of awareness of needs and partnership working
- h) Promotion of fund raising events
- i) Support & promote the work of the Armed Forces Community Covenant.

The following Trustees served in the year:

Damien Griffin OBE	President of the Board
Leonard Hardy BEM	Executive Trustee
Christopher Mackie	Chairman
Peter Knight	Treasurer
Gerald Machin	Trustee
Jwerea Morgan (Nee - Malik)	Trustee
Roger White	Trustee
Simon Berry	Trustee
David Kelham	Ex-Officio
Kevin Bowman	Ex-Officio
Manjinda Sandhu	Ex-Officio

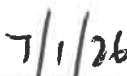
During the year The Veterans Contact Point organised a number of activities to provide support to Veterans within and around the Warwickshire area. These activities were mainly taken up by Veterans that are alone or suffering from mental health issues, such activities included days out fishing, cycling and walks in the Snowdonia National Park.

Throughout this period the VCP team has organised a number of free breakfast clubs for Veterans and attended community led events around the area highlighting the services within the VCP which has resulted in Veterans gaining help from a service that they previously were unaware of, this approach has shown that the services offered are both relevant and aligned with community values.

During the period referrals have been made to agencies such as SSAFA, CAB, OP Courage and CGL with the team providing support throughout this process to the Veteran and family.



Peter Knight



Date

**The Veterans Contact Point
Accounting Policies**

1 Basis of Accounting

The Financial Statements have been prepared under the historic cost convention

2 Going Concern

The company has sufficient funds to allow operation to continue for the foreseeable future
In view of this, the Trustees consider it appropriate to prepare these accounts on a Going Concern Basis.

3 Tangible Fixed Assets

Fixed Assets are stated at historic cost less depreciation. Depreciation is provided on all tangible fixed assets at rates calculated to write each asset down to its estimated residual value over its expected useful life, as follows:

Leases	Term of the lease
Office Equipment	33% Straight line basis
Furniture Fixtures & Fittings	20% reducing balance

4 Pension Contributions

The pension costs charged in the financial statements represent the contributions payable by the charity during the year

Notes to the Accounts	2025		2024	
Year ended 31st March 2025	£	£	£	£
1 Income				
Grants Received		73,424		95,158
Black Tie Event		597		
Van Donation				30,000
Donations		16,289		14,380
Other		814		64
		<u>91,126</u>		<u>139,602</u>
2 Cost of Sales				
Salary	(19,247)		(29,467)	
Wages	(4,445)		(250)	
Pension	(2,030)		(2,420)	
Travel	(13,439)		(6,312)	
Training	(99)		(2,061)	
Administration	(4,756)		(26)	
Other	(11,004)		(6,435)	
Association Charge	(53)		(170)	
Charity Expense	(841)			
Welfare Grants	(113)		(1,176)	
Equipment	(88)		(82)	
Supplies	(120)			
Vehicles	(1,821)		(375)	
		<u>(58,057)</u>		<u>(53,805)</u>

Notes to the Accounts Continued
Year ended 31st March 2025

2025
£

£

2024
£

£

3 Administrative expenses

Wages	(11,670)			
Insurance	(1,759)		(2,508)	
Telephone	(3,734)		(3,364)	
Mobile	(1,320)		(1,252)	
Marketing	(1,417)		(422)	
Photocopier	(1,161)		(818)	
Supplies	(1,330)		(1,376)	
Postage	(193)			
Other	(204)		(418)	
Web Hosting	(4,250)		(1,356)	
		(27,037)		(11,515)

4 Property Costs

Rent	(1)		(2)	
Rates	(828)		(1,789)	
Maintenance	(2,351)		(1,415)	
Gas	(2,693)		(1,871)	
Electricity	(2,022)		(2,207)	
Water	1,154		(272)	
Waste Collection	(488)		(623)	
		(7,229)		(8,179)

5 Depreciation

Lease	(1,042)		(420)	
Welfare Equipment	(1,442)		(1,923)	
IT Equipment	(838)		(644)	
Generator	(252)			
Fixtures & Fittings	(2,851)		(2,284)	
Vehicles	(4,787)		(6,316)	
		(11,213)		(11,586)

6 Cash At Bank and In Hand as at 31st March

	2025	2024
	£	£
Building Society	17,785	17,353
Lloyds Bank	116,342	125,925
Petty Cash	709	187
	134,835	143,466

THE VETERANS CONTACT POINT

England & Wales - Charity number 1155953

Accounts



Trustees' Annual Report for the period

From: 1st April 2022 (*Period start date*) To: 31st March 2023 (*Period end date*)

Charity name: The Veterans Contact Point

Charity registration number: 1155953

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>The relief in need of former members of the Armed Forces, their spouses, children and dependants or organisations supporting needs in particular but not exclusively by (I) Providing or assisting in the provision of schemes for their resettlement, rehabilitation and employment (II) Providing or assisting in the provision of grants, items and services for their benefit.</p> <p>Through the provision of: A safe environment; a professional assessment of needs; job Club & Job Preparation/Employability; Training Courses where appropriate; Promoting the awareness of needs & partnership working; Marketing & Fund-raising events; Mentoring/Volunteer Peer Support; Promote and develop the use/awareness of the Veterans Contact Point (Charity) and its resources to the wider community; Support & promote the work of the Armed Forces Community Covenant.</p>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<ol style="list-style-type: none">1. Through a capital grant made available by The Veterans Foundation, establish and develop a Veterans Hub in the South of Warwickshire (Warwick) to support the needs of our beneficiaries.2. Through a staffing grant made available by The Veterans Foundation support and develop the business needs of the charity.3. To provide none clinical support through funding made available by OVA/AFC Fund Trust to veterans engaged with NHS/OP COURAGE from the Iraq & Afghanistan Wars.4. With funding provided by NWBC for one member of staff, deliver support

		<p>to single homeless males and veterans in North Warwickshire Area working in partnership with the LA – Housing.</p> <p>5. The continuation of the provision existing activities including: Peer Support, Access to welfare portals/referral points, Psycho-emotional Befriending support, AFC Partnership Working, Community Awareness and providing a safe none-judgemental access point for our beneficiaries to come for help.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Pursuant to Section 17(5) of the Charities Act and the Charities (Accounts and Reports) Regulations 2008 the Charity Trustees have taken due regard of the guidance on public benefit issued by the Charity Commission when exercising its duties.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	<p>The Board of Trustees continue to uphold the decision on grant making to individuals, limited to a maximum of £50 per individual without prior notification by business justification, but considered and approved by the BOT.</p> <p><i>These grants are mainly to meet the immediate needs of individuals while due process is in consideration by external charities/organisations.</i></p> <p>All applications for grants over £50 require a written business/welfare justification supported by case report and will normally support a larger application for welfare support/funding.</p>
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	<p>The VCP is a volunteer ran Military Charity utilising volunteers throughout its Board of Trustee through to its Operational Staff. The Board of Trustees recognise the commitment, time and contributions made by its volunteers and acknowledge the pivotal role they fulfil across the charity. Working in Partnership with ImROC all new Volunteer Peer Support staff receive external accredited Peer Support Training.</p>
Other		

Achievements and Performance

	SORP reference	
<p>Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</p>	<p>Para 1.20</p>	<p>In this reporting period the VCP has continued to be effective in providing a safe place for 200 veterans to access befriending and welfare support from its Partners. Peer Support remains a crucial and successful tool in assisting many veterans to overcome barriers, issues and in helping them to navigate through services/access support. We continue to provide ongoing support to 43 veterans.</p> <p>We continue to work with our NHS/OP COURAGE Mental Health teams providing Peer Support to veterans engaged in their interventions and by providing non clinical support to 37 veterans through our own OP FREESPEECH project. Providing a range of interventions such as, Buddy Checks, Brew & Banter, Mountain Biking, Fishing and Model Building and Trips to the NMA. Other activities planned include Overnight Camping/Expeditions. This cohort have proved difficult or reluctant for all to engage with.</p> <p>It has been a long-time plan for the VCP to provide localised support in the South of our Area but due to financial constraints this was provided through outreach. A successful funding approach to another Military Charity has provided crucial funds to establish and support a hub in Warwick and to raise awareness of the needs of the Armed Forces Community and to support those in need. To support this development, we were able to employ a previous volunteer in this business development role which has resulted in veterans being able to access services locally, an increase of AFC awareness briefings and involvement in local/South Warwickshire events and promotion of this service to veterans/association/service community.</p> <p>Another achievement was the successful delivery outcome that has been the Watling Street Single Male Homelessness Project which has afforded support to 45 single males – including several veterans. This project has been granted a further 2 years extension following North Warwickshire Borough Councils appraisal of the success of this partnership with the Veteran Project Officer achieving success in supporting</p>

		secure tenancies, reducing substance reliance, increasing financial status and support beneficiaries during their temporary stay in 2 homelessness accommodation properties.
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>Total income between 1/4/21-31/3/23 was £225,888.89, which included £78,320.32 carried forward from the previous year; £21,895.13 in Public Donations; £125,673.44 Project Funding and Grants.</p> <p>Expenditure in this reporting period: Office related costs £34,170.40; Volunteer & Staffing Costs £71,345.99; Welfare Grants £860.76. Total Expenditure was £106,377.15.</p> <p>£92,938.15 is Ring Fence/Allocated funds leaving a Working Capital/Available funds of £26,573.59 to be carried forward to the next financial year 2023/24.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>The VCP following a review on its policy on investment/reserves, and its low levels of income and rising operating costs due to its expansion into Southern Warwickshire, in this financial year 22/23 the VCP BOT made the decision to increase its ring fence reserves to £25,000. Further considerations</p>

		are dependent of the current financial situation of the Charity and these may be adjusted as required.
Amount of reserves held	Para 1.22	£25,000
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<p>The main source of fund raising remains charity/public donations through a mixture of specified and non-specified purposes. In this reporting period we have started to receive funding/grants from Warwickshire County Council, High Sheriff and through a training grant made by ImROC for Volunteers completing their external Peer Support Training.</p> <p>We continue to benefit from direct recognition/nominations/contributions through our practices/presence/word of mouth and through recognition as local charity of choice.</p> <p>We continue to receive small amounts of funding through mail/Just Giving/Community fund raising initiatives/activities.</p> <p>Funding in this period has also included grants from the Office of Veterans Affairs/Armed Forces Covenant Fund Trust – OP FREESPEECH and Veterans Foundation to support the business development and southern outreach.</p>
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	<p>The Veterans Contact Point (VCP) hold formal bi-monthly BOT's meetings where governance of the charity is reviewed, and matters considered. Minutes of these meetings along with the financial statements, shared and recorded. The VCP's Business Objectives being reviewed at regular intervals and updated yearly at the AGM, where risks are considered, and procedures adopted to minimise the impact of any of these risks, and to adopt the</p>

		<p>necessary change procedures to manage any potential areas of risk identified.</p> <p>Risks considered in this year are associated with the expansion of our outreach through the establishment/running costs of the Southern Hub – impacting by increasing expenditure. Grant funding provided by The Veterans Foundation mitigates the initial risk.</p> <p>Unrestricted fund raising/public donations to support core activities/interventions continues to be a focus for the charity. Concerns are that this is also a competitive area as many other charities attempt to recover fund raising momentum following impacts of the previous impacts of the National Lockdown/COVID 19 Pandemic</p> <p>Reliance on funding for specified Project delivery remains an issue as many set criteria based on numbers accessing interventions, delivery that we are unable to provide and a competitive oversubscribed application process.</p>
Other		N/A

Structure, Governance and Management

Description of charity's trusts:		Constitution
Type of governing document (trust deed, royal charter)	Para 1.25	Trust
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Appointed/Elected

Additional information (optional)

You may choose to include further statements where relevant about:

		Nominations/Proposals for Trustee appointments are proposed and considered at the earliest BOT meeting. All Trustees
--	--	--

Policies and procedures adopted for the induction and training of trustees	Para 1.51	being provided with the CC Trustee Handbook, Guidance issued by Cobseo/ASDIC and have access to the Policies and Procedures, which are defined in the VCP's Operating Handbook. The BOT reviews its Trustee membership on a regular basis, retiring and appointing trustees as appropriate to meet the needs of the Charity. All trustees receive an induction to the charity and sit as ex-officio members of the board of trustees until completion of a period of review/observation (<i>normally 2 months</i>) where full trusteeship is voted upon by the elected board.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<p>The charities organisational structure involves a Board of Trustees (BOT) comprising of those who have and those who have not seen service in the UK Armed Forces. Comprising of a Patron, President, Executive Trustee (unpaid), Chair, Treasurer and Board. To enable decisions to be made more effectively the BOT have empowered a Working Group (WG), which comprises of the Executive, Chair and Treasurer assisted by the Volunteer Business Officer – decisions made by the WG are required to be ratified at the next BOT bi-monthly meeting.</p> <p>Daily operations are supervised by the Business Development Officer who reports directly to the Executive/WG. Lead Peer Support Worker/Officer coordinates this intervention and reports back to the WG/BOT.</p> <p>The Charity has established a strong partnership across Coventry, Solihull and Warwickshire Armed Forces Covenant Partnership, working closely with Statutory /Local Authorities, Criminal Justice Agencies, Veteran Associations, Charities and Community Groups. It continues to be the knowledge base on AFC matters and assists/supports interventions that are veteran/AFC focused.</p>
Relationship with any related parties	Para 1.51	No formal relationships with any related parties although mutual none funding referral support is provided to/from SSAFA, TRBL, NHS and other Military Charities.
Other		

Reference and Administrative details

Charity name	The Veterans Contact Point
Other name the charity uses	VCP
Registered charity number	1155953
Charity's principal address	The Horsa Building Bentley Road Nuneaton Warwickshire CV11 5LR
Contact Details:	Tel: 02476343793 email: contactus@veteranscontactpoint.co.uk

Corporate trustees – names of the directors at the date the report was approved

Director name		
N/A		

Name of trustees holding title to property belonging to the charity

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Damien Griffin OBE	President of the Board	September 2022	Sir Martin Dunne KCVO – Patron Leonard Hardy BEM - Executive
2	Leonard Hardy BEM	Executive Trustee		Patron/President
3	Christopher Mackie	Chairman		Board of Trustees
4	Peter Knight	Treasurer		Board of Trustees
5	Gerald Machin	Trustee		Board of Trustees
6	Jwerea Morgan (Nee - Malik)	Trustee		Board of Trustees
7	Roger White	Trustee		Board of Trustees
8	Simon Berry	Trustee		Board of Trustees
9	David Kelham	Ex-Officio	13 th March 2023	Board of Trustees
10	Kevin Bowman	Ex-Officio	13 th March 2023	Board of Trustees
11	Manjinda Sandhu	Ex-Officio	13 th March 2023	Board of Trustees
12				

Trustee name	Dates acted if not for whole year	
N/A		

Description of the assets held in this capacity	NONE
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Funds held as custodian trustees on behalf of others

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
N/A		

Name of chief executive or names of senior staff members (Optional information)

Sir Martin Dunne – Patron, Damian Griffin – President, Leonard Hardy – Executive Trustee

Exemptions from disclosure

Reason for non-disclosure of key personnel details

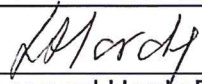

N/A

Other optional information

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Mr Leonard Hardy BEM	Mr Christopher Mackie
Position (eg Secretary, Chair, etc)	Executive Trustee	Chairman

Date 10th May 2023

VETERANS CONTACT POINT

DETAILED STATEMENT OF FINANCIAL ACTIVITIES

1 APR 22 - 31 MAR 23

INCOME

RESOURCES

Balance Carried Forward 2021/22

Bank Account	£61,534.04
Building Society	£16,729.48
Petty Cash	£56.80
TOTAL	<u>£78,320.32</u>

Public Donations

Warwickshire County Council Grant	£10,371.46
Heart of England - High Sheriff Grant	£1,000.00
Donations from Marketing Items	£1,500.00
Smart Pension Refund - Over Payment	£296.50
Training Room Contributions	£542.42
Peer Support Training Grant (ImROC/NHS)	£1,158.00
Petty Cash to Bank	£6,970.00
	£56.75
TOTAL	<u>£21,895.13</u>

Projects/Deliverables

NWBC (Watling Street) - Staffing Costs	£47,173.44
AFC Fund Trust - Project Free Speech	£28,500.00
Veterans Foundation Grant:	
Staffing - (Salary)	£20,000.00
Capital - (South Warks. Hub Development)	£30,000.00
TOTAL	<u>125,673.44</u>

TOTAL INCOME **£225,888.89**

EXPENDITURE

Utilities:

OneCom (Telephone/Broadband)	£1,743.10
Gas	£1,168.60
Electric	£1,030.81
Water	£619.68
Utilities TOTAL	<u>£4,562.19</u>

Rates/Waste:

NBBC Non-Domestic Rates (1 Nov 22 - 31 Mar 23)	£393.28
WDC Non-Domestic Rates (1 Nov 22 - 31 Mar 23)	£500.47
CCC Non-Domestic Waste (2023-2024)	£208.70
Rates/Waste TOTAL	<u>£1,102.45</u>

Public Liability Insurance	£1,560.55
Lodders Solicitors - Wawick Hub/Lease	£2,100.00

Memberships:

Cobseo	£120.00
Fundraising Regulator	£50.00

SUB-TOTAL **£3,830.55**

Office Costs:

Nuneaton Hub

Photocopier Charges	£768.32
Stationary	£845.58
Postage	£37.71
General Maintenance	£3,670.12
Office Equipment/Miscellaneous	£462.40

Nuneaton Costs **5,784.13**

Warwick Hub (Development)

H&S Equipment	£225.37
Office Furniture & Fixtures	£4,506.02
TV/Fixtures/Fittings	£675.44
IT Equipment/Maint/Inst	£3,459.98
Professional Service Support	£840.00
Opening Event	£1,650.00
AFD2022 - Pageant House/Warwick	£165.92
Refreshments/Briefings	£248.40
Stationary	£27.43
Planning Permissions	£164.20
Petty Cash	£67.00

Warwick Costs **£12,029.76**

General IT Equipment/Maintenance/Software	£2,013.00
Remembrance	£75.00
Marketing & Publicity	£1,718.26
Fundraising Equipt/Items	£2,982.57
BOT Meetings Refreshment	£72.49

Sub Total **£6,861.32**

Total Office Related Costs **£34,170.40**

Staffing.

Volunteer Costs:

Clothing	£1,327.18
Refreshments/Food	£697.16
DBS Checks	£12.00
Travel & Subs	£1,759.79
Parking	£302.25
Training	£362.43

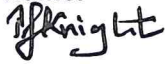
Volunteer Costs **£4,460.81**


Staffing/Project Costs:

NWBC - Watling Street

Pay	£20,601.69
Travel & Subs	£2,466.48

Telephone/IT	£828.04
Sub Total	<u>£23,896.21</u>
<i>OP FREESPECH - Staffing</i>	
Pay	£10,701.53
Travel & Subs	£2,108.44
Telephone/IT	£384.81
None Clinical Interventions	£3,798.93
Project Launch/Events	£53.23
Sub Total	<u>£17,046.94</u>
<i>Veterans Foundation: Staffing</i>	
Pay	£15,321.80
Travel & Subs	£438.34
Sub Total	<u>£15,760.14</u>
SMART Pension (<i>Employers/Employees Contribution</i>)	£3,759.28
WCAVA Pay Roll (<i>NI/Tax Contribution & Admin Costs</i>)	£6,422.61
	<u>£10,181.89</u>
Total Volunteer & Staffing Costs	<u>£71,345.99</u>
<u>Welfare Grants/Support:</u>	
Individual Grants	£360.76
Food Vouchers	£500.00
	<u>£860.76</u>
<u>Funds that are Ringed Fence</u>	
Foundation Grant	£2,550.60
Welfare/Poverty Grant	£805.00
VCP Reserve Capital	£20,000.00
AFD	£3,411.50
Watling Street Project	£21,519.33
WCC/Veterans Foundation Grant	£7,001.45
Memorial Stone/Plaque (The Late Lonnie Downie)	£1,425.00
WCC Grant (South Warwickshire Hub)	£2,000.00
The Veterans Foundation VF Grant (Warwick South)	£16,295.38
Armed Forces Covenant Grant (Project Free Speech)	£11,322.32
VCP Support Training	£6,607.57
Total Ring Fenced Funds (RFF)	<u>£92,938.15</u>
TOTAL INCOME 1 Apr 22 -31 Mar	<u>£225,888.89</u>
TOTAL EXPENDITURE	<u>£106,377.15</u>
BALANCE REMAINING & C/F 23/4	<u>£119,511.74</u>
WORKING CAPITAL (BCF less RFF)	<u>£26,573.59</u>

Accounts Prepared by: **Name:** Peter Knight **Treasurer**
Signature:  *Date of Signature* 9 May 23

Accounts Checked/Approved: **Name** Leonard Hardy BEM **Executive Officer**
Signature:  *Date of Signature* 9th May 2023

Name Christopher Mackie **Chairman**
Signature:  *Date of Signature* 10 May 2023



Section A Independent Examiner's Report

Report to the trustees/ members of

Charity Name THE VETERANS CONTACT POINT

On accounts for the year ended

29 FEBRUARY 2024

Charity no (if any)

1155953

Set out on pages

1 - 4 (remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 29/02/2024

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

~~The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body].~~ Delete [] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
the accounts did not accord with the accounting records; or
the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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

* Please delete the words in the brackets if they do not apply.

Signed: [Signature]

Date: 25/02/2024

Name: PAUL HART

Relevant professional qualification(s) or body

ACA

(if any):

Address:

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

**The Veterans Contact Point
Unaudited Financial Statements
29 February 2024**

Charity Registration No: 1155953

**Income and Expenditure Account
Year Ended 29 February 2024**

	2024	2023
	£	£
Income	139,602	131,143
Cost of Sales	(53,805)	(67,762)
Gross profit	<u>85,797</u>	<u>63,381</u>
Administrative expenses	(11,515)	(16,927)
Property Costs	(8,179)	(3,782)
Depreciation	(11,586)	-
Operating surplus	<u>54,517</u>	<u>42,673</u>
Interest receivable and similar income	446	178
Interest payable and similar expenses	-	-
Surplus for the financial year	<u><u>54,963</u></u>	<u><u>42,851</u></u>

**Statement of Assets & Liabilities
28 February 2024**

	2024	2023
	£	£
Fixed Assets		
Tangible Assets	35,910	9,509
Current Assets		
Cash at bank and in hand	143,466	114,904
Total Assets	<u><u>179,376</u></u>	<u><u>124,413</u></u>
Funds at 1 st March 2022	124,413	81,562
Surplus for the year	54,963	42,851
Charitable Funds	<u><u>179,376</u></u>	<u><u>124,413</u></u>

These Financial Statements were approved by the Board of Trustees

Len Hardy Trustee

Date

**The Veterans Contact Point
Trustees Report**

The purposes of the charity is the relief of former members of the Armed Forces, their spouses, children and dependants who find themselves in need. The charity is also tasked with supporting organisations who fulfil the same aim.

Such relief shall be made through the provision of:

- a) A safe environment
- b) A professional assesment of needs
- c) Improving employability through job preparation
- d) Mentoring/Volunteer Peer Support
- e) Training courses where appropriate
- f) Promotion of fund raising events
- g) Promotion of awareness of needs and partnership working
- h) Promotion of fund raising events
- i) Support & promote the work of the Armed Forces Community Covenant.

The following Trustees served in the year:

Damien Griffin OBE	President of the Board
Leonard Hardy BEM	Executive Trustee
Christopher Mackie	Chairman
Peter Knight	Treasurer
Gerald Machin	Trustee
Jwerea Morgan (Nee - Malik)	Trustee
Roger White	Trustee
Simon Berry	Trustee
David Kelham	Ex-Officio
Kevin Bowman	Ex-Officio
Manjinda Sandhu	Ex-Officio

Len Hardy Trustee

Date

**The Veterans Contact Point
Accounting Policies**

1 Basis of Accounting

The financial Statements have been prepared under the hisotic cost convention

2 Going Concern

The company has sufficient funds to allow operation to continue for a period exceeding two years from the Balance Sheet Date. In view of this, the Trustees consider it appropriate to prepare these accounts on a Going Concern Basis.

3 Tangible Fixed Assets

Fixed Assets are stated at historic cost less depreciation.

Depreciation is provided on all tangible fixed assets at rates calculated to write each asset down to its estimated residual value over its expected useful life, as follows:

Leases	Term of the lease
Office Equipment	33% Straight line basis
Furniture Fixtures & Fittings	20% reducing balance

4 Pension Contributions

The pension costs charged in the financial statements represent the contributions payable by the charity during the year

**Notes to the Accounts
Year ended 29 February 2024**

	2024		2023	
	£	£	£	£
Income				
Grants Received		95,158		119,419
Van Donation		30,000		-
Donation		14,380		11,307
Hire Charge		-		170
Other		64		247
		<u>139,602</u>		<u>131,321</u>
Cost of Sales				
Salary	(29,467)		(42,291)	
PAYE	(5,031)		-	
Wages	(250)		(9,747)	
Pension	(2,420)		(3,086)	
Travel	(6,312)		(6,327)	
Training	(2,061)		-	
Administration	(26)		(12)	
Other	(6,435)		(5,110)	
Association Charge	(170)		(165)	
Welfare Grants	(1,176)		(722)	
Equipment	(82)		(252)	
Vehicles	(375)		-	
Therapy	-		(50)	
		<u>(53,805)</u>		<u>(67,762)</u>

Administrative expenses

Insurance	(2,508)		(1,382)	
Telephone	(3,364)		(1,670)	
Mobile	(1,252)		(1,315)	
Health & Safety	-		(734)	
Marketing	(422)		(5,903)	
Photocopier	(818)		(810)	
Supplies	(1,376)		(1,000)	
Other	(50)		(396)	
Software	(368)		(425)	
Web Hosting	(1,356)		(3,291)	
		(11,515)		(16,927)

Property Costs

Rent	(2)		-	
Rates	(1,789)		-	
Repairs & Maintenance	(1,415)		(303)	
Alarm System	-		(295)	
Gas	(1,871)		(961)	
Electricity	(2,207)		(991)	
Water	(272)		(650)	
Waste Collection	(623)		(582)	
		(8,179)		(3,782)

Depreciation

Lease	(420)		-	
Welfare Equipment	(1,923)		-	
IT Equipment	(644)		-	
Fixtures & Fittings	(2,284)		-	
Vehicles	(6,316)		-	
		(11,586)		-

THE VETERANS CONTACT POINT

England & Wales - Charity number 1155953

Accounts



Trustees' Annual Report for the period

From: 1st April 2022 (*Period start date*) To: 31st March 2023 (*Period end date*)

Charity name: The Veterans Contact Point

Charity registration number: 1155953

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>The relief in need of former members of the Armed Forces, their spouses, children and dependants or organisations supporting needs in particular but not exclusively by (I) Providing or assisting in the provision of schemes for their resettlement, rehabilitation and employment (II) Providing or assisting in the provision of grants, items and services for their benefit.</p> <p>Through the provision of: A safe environment; a professional assessment of needs; job Club & Job Preparation/Employability; Training Courses where appropriate; Promoting the awareness of needs & partnership working; Marketing & Fund-raising events; Mentoring/Volunteer Peer Support; Promote and develop the use/awareness of the Veterans Contact Point (Charity) and its resources to the wider community; Support & promote the work of the Armed Forces Community Covenant.</p>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<ol style="list-style-type: none">1. Through a capital grant made available by The Veterans Foundation, establish and develop a Veterans Hub in the South of Warwickshire (Warwick) to support the needs of our beneficiaries.2. Through a staffing grant made available by The Veterans Foundation support and develop the business needs of the charity.3. To provide none clinical support through funding made available by OVA/AFC Fund Trust to veterans engaged with NHS/OP COURAGE from the Iraq & Afghanistan Wars.4. With funding provided by NWBC for one member of staff, deliver support

		<p>to single homeless males and veterans in North Warwickshire Area working in partnership with the LA – Housing.</p> <p>5. The continuation of the provision existing activities including: Peer Support, Access to welfare portals/referral points, Psycho-emotional Befriending support, AFC Partnership Working, Community Awareness and providing a safe none-judgemental access point for our beneficiaries to come for help.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Pursuant to Section 17(5) of the Charities Act and the Charities (Accounts and Reports) Regulations 2008 the Charity Trustees have taken due regard of the guidance on public benefit issued by the Charity Commission when exercising its duties.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	<p>The Board of Trustees continue to uphold the decision on grant making to individuals, limited to a maximum of £50 per individual without prior notification by business justification, but considered and approved by the BOT.</p> <p><i>These grants are mainly to meet the immediate needs of individuals while due process is in consideration by external charities/organisations.</i></p> <p>All applications for grants over £50 require a written business/welfare justification supported by case report and will normally support a larger application for welfare support/funding.</p>
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	<p>The VCP is a volunteer ran Military Charity utilising volunteers throughout its Board of Trustee through to its Operational Staff. The Board of Trustees recognise the commitment, time and contributions made by its volunteers and acknowledge the pivotal role they fulfil across the charity. Working in Partnership with ImROC all new Volunteer Peer Support staff receive external accredited Peer Support Training.</p>
Other		

Achievements and Performance

	SORP reference	
<p>Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</p>	<p>Para 1.20</p>	<p>In this reporting period the VCP has continued to be effective in providing a safe place for 200 veterans to access befriending and welfare support from its Partners. Peer Support remains a crucial and successful tool in assisting many veterans to overcome barriers, issues and in helping them to navigate through services/access support. We continue to provide ongoing support to 43 veterans.</p> <p>We continue to work with our NHS/OP COURAGE Mental Health teams providing Peer Support to veterans engaged in their interventions and by providing non clinical support to 37 veterans through our own OP FREESPEECH project. Providing a range of interventions such as, Buddy Checks, Brew & Banter, Mountain Biking, Fishing and Model Building and Trips to the NMA. Other activities planned include Overnight Camping/Expeditions. This cohort have proved difficult or reluctant for all to engage with.</p> <p>It has been a long-time plan for the VCP to provide localised support in the South of our Area but due to financial constraints this was provided through outreach. A successful funding approach to another Military Charity has provided crucial funds to establish and support a hub in Warwick and to raise awareness of the needs of the Armed Forces Community and to support those in need. To support this development, we were able to employ a previous volunteer in this business development role which has resulted in veterans being able to access services locally, an increase of AFC awareness briefings and involvement in local/South Warwickshire events and promotion of this service to veterans/association/service community.</p> <p>Another achievement was the successful delivery outcome that has been the Watling Street Single Male Homelessness Project which has afforded support to 45 single males – including several veterans. This project has been granted a further 2 years extension following North Warwickshire Borough Councils appraisal of the success of this partnership with the Veteran Project Officer achieving success in supporting</p>

		secure tenancies, reducing substance reliance, increasing financial status and support beneficiaries during their temporary stay in 2 homelessness accommodation properties.
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>Total income between 1/4/21-31/3/23 was £225,888.89, which included £78,320.32 carried forward from the previous year; £21,895.13 in Public Donations; £125,673.44 Project Funding and Grants.</p> <p>Expenditure in this reporting period: Office related costs £34,170.40; Volunteer & Staffing Costs £71,345.99; Welfare Grants £860.76. Total Expenditure was £106,377.15.</p> <p>£92,938.15 is Ring Fence/Allocated funds leaving a Working Capital/Available funds of £26,573.59 to be carried forward to the next financial year 2023/24.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>The VCP following a review on its policy on investment/reserves, and its low levels of income and rising operating costs due to its expansion into Southern Warwickshire, in this financial year 22/23 the VCP BOT made the decision to increase its ring fence reserves to £25,000. Further considerations</p>

		are dependent of the current financial situation of the Charity and these may be adjusted as required.
Amount of reserves held	Para 1.22	£25,000
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<p>The main source of fund raising remains charity/public donations through a mixture of specified and non-specified purposes. In this reporting period we have started to receive funding/grants from Warwickshire County Council, High Sheriff and through a training grant made by ImROC for Volunteers completing their external Peer Support Training.</p> <p>We continue to benefit from direct recognition/nominations/contributions through our practices/presence/word of mouth and through recognition as local charity of choice.</p> <p>We continue to receive small amounts of funding through mail/Just Giving/Community fund raising initiatives/activities.</p> <p>Funding in this period has also included grants from the Office of Veterans Affairs/Armed Forces Covenant Fund Trust – OP FREESPEECH and Veterans Foundation to support the business development and southern outreach.</p>
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	<p>The Veterans Contact Point (VCP) hold formal bi-monthly BOT's meetings where governance of the charity is reviewed, and matters considered. Minutes of these meetings along with the financial statements, shared and recorded. The VCP's Business Objectives being reviewed at regular intervals and updated yearly at the AGM, where risks are considered, and procedures adopted to minimise the impact of any of these risks, and to adopt the</p>

		<p>necessary change procedures to manage any potential areas of risk identified.</p> <p>Risks considered in this year are associated with the expansion of our outreach through the establishment/running costs of the Southern Hub – impacting by increasing expenditure. Grant funding provided by The Veterans Foundation mitigates the initial risk.</p> <p>Unrestricted fund raising/public donations to support core activities/interventions continues to be a focus for the charity. Concerns are that this is also a competitive area as many other charities attempt to recover fund raising momentum following impacts of the previous impacts of the National Lockdown/COVID 19 Pandemic</p> <p>Reliance on funding for specified Project delivery remains an issue as many set criteria based on numbers accessing interventions, delivery that we are unable to provide and a competitive oversubscribed application process.</p>
Other		N/A

Structure, Governance and Management

Description of charity's trusts:		Constitution
Type of governing document (trust deed, royal charter)	Para 1.25	Trust
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Appointed/Elected

Additional information (optional)

You may choose to include further statements where relevant about:

		Nominations/Proposals for Trustee appointments are proposed and considered at the earliest BOT meeting. All Trustees
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Policies and procedures adopted for the induction and training of trustees	Para 1.51	being provided with the CC Trustee Handbook, Guidance issued by Cobseo/ASDIC and have access to the Policies and Procedures, which are defined in the VCP's Operating Handbook. The BOT reviews its Trustee membership on a regular basis, retiring and appointing trustees as appropriate to meet the needs of the Charity. All trustees receive an induction to the charity and sit as ex-officio members of the board of trustees until completion of a period of review/observation (<i>normally 2 months</i>) where full trusteeship is voted upon by the elected board.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<p>The charities organisational structure involves a Board of Trustees (BOT) comprising of those who have and those who have not seen service in the UK Armed Forces. Comprising of a Patron, President, Executive Trustee (unpaid), Chair, Treasurer and Board. To enable decisions to be made more effectively the BOT have empowered a Working Group (WG), which comprises of the Executive, Chair and Treasurer assisted by the Volunteer Business Officer – decisions made by the WG are required to be ratified at the next BOT bi-monthly meeting.</p> <p>Daily operations are supervised by the Business Development Officer who reports directly to the Executive/WG. Lead Peer Support Worker/Officer coordinates this intervention and reports back to the WG/BOT.</p> <p>The Charity has established a strong partnership across Coventry, Solihull and Warwickshire Armed Forces Covenant Partnership, working closely with Statutory /Local Authorities, Criminal Justice Agencies, Veteran Associations, Charities and Community Groups. It continues to be the knowledge base on AFC matters and assists/supports interventions that are veteran/AFC focused.</p>
Relationship with any related parties	Para 1.51	No formal relationships with any related parties although mutual none funding referral support is provided to/from SSAFA, TRBL, NHS and other Military Charities.
Other		

Reference and Administrative details

Charity name	The Veterans Contact Point
Other name the charity uses	VCP
Registered charity number	1155953
Charity's principal address	The Horsa Building Bentley Road Nuneaton Warwickshire CV11 5LR
Contact Details:	Tel: 02476343793 email: contactus@veteranscontactpoint.co.uk

Corporate trustees – names of the directors at the date the report was approved

Director name		
N/A		

Name of trustees holding title to property belonging to the charity

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Damien Griffin OBE	President of the Board	September 2022	Sir Martin Dunne KCVO – Patron Leonard Hardy BEM - Executive
2	Leonard Hardy BEM	Executive Trustee		Patron/President
3	Christopher Mackie	Chairman		Board of Trustees
4	Peter Knight	Treasurer		Board of Trustees
5	Gerald Machin	Trustee		Board of Trustees
6	Jwerea Morgan (Nee - Malik)	Trustee		Board of Trustees
7	Roger White	Trustee		Board of Trustees
8	Simon Berry	Trustee		Board of Trustees
9	David Kelham	Ex-Officio	13 th March 2023	Board of Trustees
10	Kevin Bowman	Ex-Officio	13 th March 2023	Board of Trustees
11	Manjinda Sandhu	Ex-Officio	13 th March 2023	Board of Trustees
12				

Trustee name	Dates acted if not for whole year	
N/A		

Description of the assets held in this capacity	NONE
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Funds held as custodian trustees on behalf of others

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
N/A		

Name of chief executive or names of senior staff members (Optional information)

Sir Martin Dunne – Patron, Damian Griffin – President, Leonard Hardy – Executive Trustee

Exemptions from disclosure

Reason for non-disclosure of key personnel details

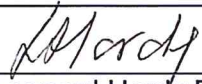

N/A

Other optional information

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Mr Leonard Hardy BEM	Mr Christopher Mackie
Position (eg Secretary, Chair, etc)	Executive Trustee	Chairman

Date 10th May 2023

VETERANS CONTACT POINT

DETAILED STATEMENT OF FINANCIAL ACTIVITIES

1 APR 22 - 31 MAR 23

INCOME

RESOURCES

Balance Carried Forward 2021/22

Bank Account	£61,534.04
Building Society	£16,729.48
Petty Cash	£56.80
TOTAL	<u>£78,320.32</u>

Public Donations

Warwickshire County Council Grant	£10,371.46
Heart of England - High Sheriff Grant	£1,000.00
Donations from Marketing Items	£1,500.00
Smart Pension Refund - Over Payment	£296.50
Training Room Contributions	£542.42
Peer Support Training Grant (ImROC/NHS)	£1,158.00
Petty Cash to Bank	£6,970.00
	£56.75
TOTAL	<u>£21,895.13</u>

Projects/Deliverables

NWBC (Watling Street) - Staffing Costs	£47,173.44
AFC Fund Trust - Project Free Speech	£28,500.00
Veterans Foundation Grant:	
Staffing - (Salary)	£20,000.00
Capital - (South Warks. Hub Development)	£30,000.00
TOTAL	<u>125,673.44</u>

TOTAL INCOME **£225,888.89**

EXPENDITURE

Utilities:

OneCom (Telephone/Broadband)	£1,743.10
Gas	£1,168.60
Electric	£1,030.81
Water	£619.68
Utilities TOTAL	<u>£4,562.19</u>

Rates/Waste:

NBBC Non-Domestic Rates (1 Nov 22 - 31 Mar 23)	£393.28
WDC Non-Domestic Rates (1 Nov 22 - 31 Mar 23)	£500.47
CCC Non-Domestic Waste (2023-2024)	£208.70
Rates/Waste TOTAL	<u>£1,102.45</u>

Public Liability Insurance	£1,560.55
Lodders Solicitors - Wawick Hub/Lease	£2,100.00

Memberships:

Cobseo	£120.00
Fundraising Regulator	£50.00

SUB-TOTAL **£3,830.55**

Office Costs:

Nuneaton Hub

Photocopier Charges	£768.32
Stationary	£845.58
Postage	£37.71
General Maintenance	£3,670.12
Office Equipment/Miscellaneous	£462.40

Nuneaton Costs **5,784.13**

Warwick Hub (Development)

H&S Equipment	£225.37
Office Furniture & Fixtures	£4,506.02
TV/Fixtures/Fittings	£675.44
IT Equipment/Maint/Inst	£3,459.98
Professional Service Support	£840.00
Opening Event	£1,650.00
AFD2022 - Pageant House/Warwick	£165.92
Refreshments/Briefings	£248.40
Stationary	£27.43
Planning Permissions	£164.20
Petty Cash	£67.00

Warwick Costs **£12,029.76**

General IT Equipment/Maintenance/Software	£2,013.00
Remembrance	£75.00
Marketing & Publicity	£1,718.26
Fundraising Equipt/Items	£2,982.57
BOT Meetings Refreshment	£72.49

Sub Total **£6,861.32**

Total Office Related Costs **£34,170.40**

Staffing.

Volunteer Costs:

Clothing	£1,327.18
Refreshments/Food	£697.16
DBS Checks	£12.00
Travel & Subs	£1,759.79
Parking	£302.25
Training	£362.43

Volunteer Costs **£4,460.81**


Staffing/Project Costs:

NWBC - Watling Street

Pay	£20,601.69
Travel & Subs	£2,466.48

Telephone/IT	£828.04
Sub Total	<u>£23,896.21</u>
<i>OP FREESPECH - Staffing</i>	
Pay	£10,701.53
Travel & Subs	£2,108.44
Telephone/IT	£384.81
None Clinical Interventions	£3,798.93
Project Launch/Events	£53.23
Sub Total	<u>£17,046.94</u>
<i>Veterans Foundation: Staffing</i>	
Pay	£15,321.80
Travel & Subs	£438.34
Sub Total	<u>£15,760.14</u>
SMART Pension (<i>Employers/Employees Contribution</i>)	£3,759.28
WCAVA Pay Roll (<i>NI/Tax Contribution & Admin Costs</i>)	£6,422.61
	<u>£10,181.89</u>
Total Volunteer & Staffing Costs	<u>£71,345.99</u>
<u>Welfare Grants/Support:</u>	
Individual Grants	£360.76
Food Vouchers	£500.00
	<u>£860.76</u>
<u>Funds that are Ringed Fence</u>	
Foundation Grant	£2,550.60
Welfare/Poverty Grant	£805.00
VCP Reserve Capital	£20,000.00
AFD	£3,411.50
Watling Street Project	£21,519.33
WCC/Veterans Foundation Grant	£7,001.45
Memorial Stone/Plaque (The Late Lonnie Downie)	£1,425.00
WCC Grant (South Warwickshire Hub)	£2,000.00
The Veterans Foundation VF Grant (Warwick South)	£16,295.38
Armed Forces Covenant Grant (Project Free Speech)	£11,322.32
VCP Support Training	£6,607.57
Total Ring Fenced Funds (RFF)	<u>£92,938.15</u>
TOTAL INCOME 1 Apr 22 -31 Mar	<u>£225,888.89</u>
TOTAL EXPENDITURE	<u>£106,377.15</u>
BALANCE REMAINING & C/F 23/4	<u>£119,511.74</u>
WORKING CAPITAL (BCF less RFF)	<u>£26,573.59</u>

Accounts Prepared by: **Name:** Peter Knight **Treasurer**
Signature:  **Date of Signature** 9 May 23

Accounts Checked/Approved: **Name** Leonard Hardy BEM **Executive Officer**
Signature:  **Date of Signature** 9th May 2023

Name Christopher Mackie **Chairman**
Signature:  **Date of Signature** 10 May 2023



Section A

Independent Examiner's Report

Report to the trustees/ members of

Charity Name THE VETERANS CONTACT POINT

On accounts for the year ended

2023 Charity no (if any) 1155953

Set out on pages

1-2 (remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 / 03 / 2023

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
• the accounts did not accord with the accounting records; or
• the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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

* Please delete the words in the brackets if they do not apply.

Signed: [Signature]

Date: 26/05/23

Name: MARY SANDHU

Relevant professional qualification(s) or body

[Empty box for professional qualification]

(if any):

Address: 21 MARK ANTHONY BLUE
WREWER
CUBA BXA

Section B Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

THE VETERANS CONTACT POINT

England & Wales - Charity number 1155953

Accounts



Trustees' Annual Report for the period

From 31st March 2021 **Period start date** To 28th February 2022 **Period end date**

Charity name: The Veterans Contact Point

Charity registration number: 1155953

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To provide: A safe environment; a professional assessment of needs; Weekly Job Club & Job Preparation/Employability; Training Courses where appropriate; Promote the awareness of needs & partnership working; Marketing & Fund-raising events; Mentoring/Volunteer Peer Support; Promote and develop the use/awareness of the Veterans Contact Point (Charity) and its resources to the wider community; Support & promote the Armed Forces Community Covenant.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<ul style="list-style-type: none">• The continued provision of a safe environment and office/hub for partnership organisations to operate from and to work in partnership with others to support the employability and welfare of veterans and their families.• To provide a professional assessment of needs, and to sign post to the relevant organisation/charity best suited to meet these needs.• To continue to support the employability needs of our service users, through the provision of services internal/external, to improve sustained employment and training.• To promote the awareness and partnership working of the Armed Forces Covenant across the various community partnerships and other organisations, through the provision of awareness briefings/training on how to work with veterans or service leavers.• To promote the use of the building and its resources to the wider community.

		<ul style="list-style-type: none"> • To continue to support the Coventry, Solihull & Warwickshire Armed Forces Covenant and its Partnership. • The VCP continues its working partnership with North Warwickshire Borough Council in providing a seconded member of staff to fulfil and support the Watling Street Single Male Homeless Project. • To continue to provide Volunteering and Paid opportunities for the Armed Forces Community, Serving & Veterans and their Families, where funding and requirements allow.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have had/shown due regard to the responsibility they have to ensure the charity is carrying out its purpose for the public benefit, to act in the charity's best interests and to manage the charity's resources responsibly.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	The Board of Trustees continue to uphold the decision on grant making to individuals, limited to a maximum of £50 per individual, considered and approved by the BOT. These grants are mainly to meet the immediate needs of individuals while due process is in consideration by external charities/organisations. This facility is mainly to assist in the purchase of clothing or assisting with local travel. This year the BOT continues to support emergency accommodation, where statutory bodies were in consideration of applications or were unable to support the accommodation needs of homeless veterans. Various funding applications made to external funding sources, outcomes are pending.
Policy on social investment including program related investment	Para 1.38	The VCP following a review on its policy on investment/reserves, and its low levels of income and rising operating costs, in this financial year and the impacts of COVID/National Pandemic the VCP BOT made the decision to increase its ring fence reserves to £20,000. Further considerations are dependent of the current financial situation of the Charity and these may be adjusted as required.
Contribution made by volunteers	Para 1.38	The VCP continues to recognise contributions made by and utilises its Volunteers across all its operating areas and community engagement. Contact is maintained with Warwickshire Community

		& Voluntary Action (WCAVA), who are assisting with volunteer recruitment and placement. We continue to provide inhouse Volunteer Training & Peer Support training specifically focused towards the Armed Forces Community which also focuses on working in partnership with other organisations and charities within our operating area.
Other		<p>We continue to provide in-house Volunteer Training & Peer Support specifically focused towards the Armed Forces Community which also focuses on working in partnership with other organisations and charities within our operating area.</p> <p>During this reporting year as restrictions allowed our volunteers were instrumental in maintaining contact with vulnerable veterans providing contact and welfare support.</p>

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>In this reporting period the Veterans Contact Point continues to support the work and development of the local Armed Forces Covenant across Coventry, Solihull and Warwickshire. It is also a partner in the local AFCC Coordination/Working Group, continuing to demonstrate its uniqueness in supporting the needs of the Armed Forces Community.</p> <p>We have directly supported 131 beneficiaries who 38 were identified as having a disability. Our CMS indicates that Accommodation, Finance Benefit & Debt along with Drug and alcohol needs have impacted on employment and need for additional welfare. We are currently supporting 24 Open Cases on a regular basis.</p> <p>In 2020-21 following feedback from Peer Support the VCP developed SMART4Veterans Prog (under licence by SMART) which is a Self-Management & Recovery Talking intervention. Based around talking therapy for veterans with alcohol or substance misuse issues and facilitated by a Veteran. We ensure those with dual diagnose are referred to Change Grow Live D&A Service Providers. 5-12</p>

		<p>Veterans are attending on a regular basis with their feedback reinforcing the need for this in-house intervention. This intervention compliments existing intervention and decreases the waiting time for support.</p> <p>During the majority of this reporting period the Veterans Contact Point like most other charities and community interventions were impacted upon by COVID19 Pandemic and the resulting national lockdown and the easing of restrictions as the country/world attempted to return to normality. Our main Peer Support intervention remained very proactive throughout the lockdown and throughout the easing process, provide essential contact and social/emotional support to Veterans & Families. This support ranged for a telephone or email/facetime contact, through to breakfast clubs and food parcels a Christmas meal and a present for their children. Needs assessment conducted and identified that our beneficiaries were struggling.</p> <p>Brew and Banter continued to be popular with increased use by our Op Courage HNS Practitioners referring veterans into this befriending/social emotional weekly support. We have a regular 20-30 veterans attending these weekly sessions across the North of Warwickshire. We continue to support our volunteer based in the South of the county and Armed Forces & Veterans Breakfast club at Marsden Airfield.</p> <p>We continue to work closely with NHS Mental Health Practitioners from Op Courage, providing them with access to space/rooms at our Northern Hub allowing them to provide interventions in support of veterans and their families. Our Peer Support providing additionality and onward complimentary referrals, ensuring beneficiaries received timely and coordinated support.</p> <p>We continue to work with and provide on-going referral/support to SSAFA, TRBL, CWPT NHS Veterans Mental Health/TILS, CGL Drug & Alcohol Services and Local Authority Housing Support, CJS Agencies, Community organisations and military charities/interventions operating in our area.</p>
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<p>The need to raise external funding is a constant for the Veterans Contact Point. The Trustee's agreed an objective of to increase fund raising plans in 2021-22 to include the costs of a Business Development Officer and the Operating Costs of the development of a South Warwickshire Hub. Applications were made to The Veterans Foundation which indicate a positive outcome although conversations show a 50% reduction in funding being made available. We anticipate a £50K grant being made in early 2022.</p> <p>The Charity also demonstrated an Expression of Interest to become the Midlands Lead for the AFC Fund Trust – Veterans Places and Pathways 2022-23 Programme. A favourable response to our call for partners indicated a need for this coordinated programme and a project portfolio was established. Feedback demonstrated a innovative and well structured project however due to lack of wider Midlands coverage, the VCP was unsuccessful.</p> <p>A funding application was submitted for early April/May 2022 consideration to the OVA Iraq/Afghan Project administered by the AFC Fund Trust – funding requested to support a P/time Project Worker and costs of non-clinical interventions.</p> <p>Safeguarding/Staff Development: Provision of external Safeguarding training was provided to all staff and volunteers through Warwickshire County Council. Internal awareness and training was also provided to all staff and volunteers on GDPR & Data Protection. Induction and Peer Support Training continue as normal.</p>
Performance of fundraising activities against objectives set	Para 1.41	No fund-raising activities outside that of funding through project delivery/interventions have been set.
Investment performance against objectives	Para 1.41	N/A
Other		NIL

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The charity's annual accounts for 2020-21 report the financial position of the charity at the end of the period, 31st March 2021 Total Funds Held £156,558.25. The accounts are available from the Charity Commission website. Donations in the year totalled £8,595.97 whilst other none project income totalled £2,406.81. Staffing and Developmental costs totalled £46,769.56 Expenditure was £78,237.93. At the end of the period, the charity's net assets were £78,320.32 which consists of Ring Fenced/Allocated Funds of £48,586.67 and a Working Capital of £28,733.65
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The Charity holds a reserve of £20,000 being committed to providing the requisite funding to enable the charity to carry out its objectives. The charity holds sufficient reserves to ensure that all of its commitments can be met. The Trustees regularly reviews and adjusts the amount it places into reserve.
Amount of reserves held	Para 1.22	N/A
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	There are currently no uncertainties to report regarding the going concern status of the charity.

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	The principal sources of funding for the charity are mainly through public donations, grant applications and applications to deliver projects/interventions. The charity generates a small amount of funding through donations made through the purchase of marketing materials. The annual accounts for 2020-21 contain details of the charity's income.
Investment policy and objectives including any social investment policy adopted	Para 1.46	The charity does not hold any financial investments or adopts any social investment policies.
A description of the principal risks facing the charity	Para 1.46	N/A
Other		The Veterans Contact Point is also registered with/complies with the Fund-Raising Regulator

Structure, Governance and Management

Description of charity's trusts:		The Veterans Contact Point
Type of governing document (trust deed, royal charter)	Para 1.25	Charitable Incorporated Organisation
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable Incorporated Organisation
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	By appointment, proposed and elected by the Board of Trustee's (BOT) following a period of office as a none voting member of the BOT

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	<p>All Trustee's are provided with the Charity Commissions "Essential Trustee" and also guidance documentation provided through our membership of Cobseo and ASDIC. All Trustees are inducted into the charity through a period of 2-3 months as a none voting/ex-officio member of the Board and by attendance at the bi-monthly Trustee meetings.</p> <p>Recently Trustees have taken part in a self-assessment of the charity using the self-assessment tool provided by Cobseo.</p> <p>All Trustee's are kept informed of all circulations/updates/requirements/changes as informed by the Charity Commission and through Newsletters/Information sharing by Cobseo/ASDIC.</p>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The Charity works in Partnership with the Coventry, Solihull and Warwickshire Armed Forces Covenant Partnership.
Relationship with any related parties	Para 1.51	N/A
Other		N/A

Reference and Administrative details

Charity name	The Veterans Contact Point
Other name the charity uses	VCP
Registered charity number	1155953
Charity's principal address	The Horsa Building Bentley Road Nuneaton Warwickshire CV11 5LR

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Sir Martin Dunne	Patron		
2	David Owen	President		
3	Leonard Hardy	Trustee/Acting Executive Trustee		
4	Simon Berry	Trustee/Chairman		
5	Peter Knight	Trustee/Treasurer		
6	Maralyn Kelley	Trustee/Secretary		
7	Christopher Mackie	Trustee		
8	Gerald Machin	Trustee		
9	Roger White	Trustee		
10	Catherine Brandist	Ex- Officio		
11	John Walker	Ex-Officio		
12	Jwerea Malik (Morgan)	Ex-Officio		
13				
14				
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Corporate trustees – names of the directors at the date the report was approved

Director name		
N/A		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/A		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

Executive Officer is appointed and reviewed by the Patron & President and is currently selected from the Board of Trustee's – All Trustee including Executive Officer are voluntary positions and receive no remuneration for positions held. All Officers are shown above.

Exemptions from disclosure

Reason for non-disclosure of key personnel details

Shown in Charity Trustee Information

Other optional information

N/A

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	S Berry (Electronic Signature)	<i>L. Hardy BEM</i> (Electronic Signature)
Full name(s)	Simon Berry	Leonard Hardy
Position (eg Secretary, Chair, etc)	Chairman	Trustee/Executive Officer
Date	12 th September 2022	

VETERANS CONTACT POINT

DETAILED STATEMENT OF FINANCIAL ACTIVITIES

INCOME

RESOURCES

Income held in Account

31-Mar-22

Bank Account	109,435.50
Building Society	16,701.20
Petty Cash	364.41

TOTAL 126,501.11

Contribution/Donation

Building Society Interest	15.28
Donation - NBBC Lottery	253.50
Breakfast Club	92.13
Donation from Public/Collection Boxes/Funeral Services	5,896.54
AFD Collection	353.80
B & B Refund	133.77
Groceries Refund	1.42
Grand Lodge of Warwickshire	2,000.00
Sales and Marketing	252.00
WCC Grant (South Warwickshire Hub)	2,000.00
Welfare Grant Excess Returned	4.34

TOTAL 11002.78

Events

NWBC (Watling Street Project)	15,724.46
Training Room Hire	829.90
Forward Assist Weekend	2,500.00

TOTAL 19,054.36

INCOME TOTAL 156,558.25

EXPENDITURE

Utilities

Oncom (Broadband/Telephone)	1,829.23
Utility Bill (Gas)	940.25
Utility Bill (Electric)	913.08
Utility Bill (Water)	185.02
Vodafone (VCP Mobiles)	139.21
Additional Mobiles Charges	179.96
Photocopier Charges	827.49
NBBC Domestic Rates (2021-2023)	747.52
CCC Bin Waste Management	208.70
VCP Access Liability Insurance	1355.79

TOTAL **7,326.25**

Marketing

Fundraising Regulations Subscription Renewal Fee	50.00
Cobseso Annual Membership Fee	115.00
Marketing - (USB/Note Books/Umbrellas)	505.50
Marketing - Various VCP Stock Purchased	522.00
Marketing - VCP Pens	585.90
Marketing - VCP Polo Shirts	120.00
Marketing - VCP Large Jumbo Cheque (for Presentation)	22.74
Marketing - VCP Leaflets Reprint	80.00
Marketing - VCP Banners	132.28
Marketing - TRBL Wreath - Remembrance Parade	60.00

TOTAL **2193.42**

Veterans Contact Point Administration

Postage Cost	4.20
General Office Stationary	648.58
Travel & Subsistance (Volunteers)	2607.63
Lonnie Downie Funeral (Bugler's Cost)	75.00
Marketing - Water Feature	154.98
Marketing - Coffee Machine	289.00

TOTAL **3779.39**

Building Maintenance

General Maintenance Costs	562.03
Cleaning Material	336.59
Alarm Servicing	474.00
Pac Electrical Annual Testing	99.60
Replacement Fobs/Set Up	470.49
Upgrade/Replace Existing 1st Aid Packs	119.88
Replacement CCTV Camera	576.00
Cleaner	2,360.00

TOTAL **4,998.59**

Additional Costs

IT Maintenance Costs	1540.00
IT Maintenance Replacements Parts	1081.20
Domain Annual Costs/Web Hosting	391.26
Purchase Additional Laptops	1392.00
Configuration of Laptops	30.00
Upgrade VCP Cabling to USB Docking/Wireless Access Points	1200.00
Adobe Creative Cloud Application	424.66

TOTAL 6059.12

Foundation Grants Expenditure

Veterans Into Work Programme	1,020.00
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Welfare Grants

Welfare Support - ASDA Vouchers	1200.00
Welfare Support - Cash Grant	1065.00
Welfare Support - B & B Costs	576.42
Welfare Support - DVLA Licence Medical	118.20
Welfare Support Food Hampers	145.40
Welfare Support - Watling Street Project	57.14

TOTAL 4,182.16

Miscellaneous

VCP Refreshments	186.96
VCP Brew & Banter (Nuneaton/Atherstone/Dordon Hubs)	253.51
VCP Breakfast Club	63.83
VPPP Meeting Buffet Costs	34.27
VCP AFD BBQ	542.40
Provision of Buffet for 1st Aid Training Course (over 2 days)	83.67
Provision of Buffet NHS Support Meeting (1 Day)	41.14
DBS Enhanced Clearance	36.00

TOTAL 1241.78

AFD

AFD BBQ (Bugler/Repair of Marquee)	188.86
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TOTAL 188.86

Projects**VPPP Development/Volunteer Costs**

Salary	11,396.00
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Watling Street Project

Salary	27,784.36
VCP Employers Pension Contribution	845.61
Travel and Subsistence	1169.49
o2 Mobile/Wifi Device	1137.21
WCAVA Admin fee	162.30

VCP Secretary Position

Salary	4274.59
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TOTAL 46,769.56

VCP Training Courses

UK Smart Recovery (Annual Licence)	630.00	
Level 3 - Emergency 1st Aid at Work Training	718.80	
Safeguarding Training	150.00	
TOTAL		1,498.80

EXPENDITURE TOTAL 78,237.93

Funds that are Ringed Fence

Foundation Grant	2,673.36	
Welfare/Poverty Grant	3,287.40	
VCP Reserve Capital	20,000.00	
AFD	4,015.97	
Watling Street Project	6,133.49	
WCC/Veterans Foundation Grant	7,051.45	
Sustainability Fund	2,000.00	
Memorial Stone/Plaque (The Late Lonnie Downie)	1,425.00	
WCC Grant (South Warwickshire Hub)	2,000.00	
TOTAL		48,586.67

Income: 156,558.25

Expenditure: 78,237.93

Total Amount Available 78,320.32

Less

Ringed Fence: 48,586.67

Actual

30-Jun-22 **Working Capital: 29,733.65**

Accounts Prepared by: Name: Peter Knight **Position within Charity**
Signature: *PKnight* *Date of Signature* 01/08/2022 **Treasurer**

Accounts Checked/Approved Name: Simon Berry **Position within Charity**
Signature: *SB* *Date of Signature* 05/09/2022 **Chairman**

Name: Len Hardy **Position within Charity**
Signature: *LHardy* *Date of Signature* 05/09/2022 **Executive**



Independent examiner's report on the accounts

Section A Independent Examiner's Report

Report to the trustees/
members of

Charity Name
THE VETERANS CONTACT POINT

On accounts for the year
ended

31/03/22

Charity no
(if any)

1155953

Set out on pages

1 and 2 (remember to include the page numbers of additional sheets)

Responsibilities and
basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2022.

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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

* Please delete the words in the brackets if they do not apply.

Signed:

Date:

01/08/2022

Name: Manjinder Sandhu

Relevant professional qualification(s) or body (if any): N/A

Address: 21 Mark Antony Drive

Warwick

CV34 6XA

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

No comments or any observations noted.

THE VETERANS CONTACT POINT

England & Wales - Charity number 1155953

Accounts



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	March	2020		28	February	2021

Section A Reference and administration details

Charity name

The Veterans Contact Point

Other names charity is known by

Registered charity number (if any)

1155953

Charity's principal address

The Horsa Building
 Bentley Road
 Nuneaton, Warwickshire
Postcode CV11 5LR

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	David Owen OBE	President		
2	Simon Berry	Chairman		
3	Peter Knight	Treasurer		
4	Leonard Hardy BEM	Executive Trustee		
5	Christopher Mackie	Trustee		
6	Barry Longden	Trustee		
7	Gerry Machin	Trustee		
8	Roger White	Ex-Officio Trustee		
9	John Walker	Ex-Officio Trustee		
10	Jwerea Malik	Ex- Officio Trustee		
11				
12				
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19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
Leonard Hardy BEM	

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Appointed

Additional governance issues (Optional information)

<p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> • policies and procedures adopted for the induction and training of trustees; • the charity's organisational structure and any wider network with which the charity works; • relationship with any related parties; • trustees' consideration of major risks and the system and procedures to manage them. 	<p>The Veterans Contact Point (VCP) hold formal monthly BOT's meetings where governance of the charity is reviewed, and matters considered. Minutes of these meetings along with the financial statements, shared and recorded. The VCP's Business Plan being reviewed at regular intervals and updated yearly at the AGM, where risks are considered, and procedures adopted to minimise the impact if any of these risks, and to adopt the necessary change procedures to manage any potential areas of risk identified.</p> <p>Nominations/Proposals for Trustee appointments are proposed and considered at the earliest BOT meeting. All Trustees being provided with the CC Trustee Handbook and have access to the Policies and Procedures, which are defined in the VCP's Handbook. The BOT reviews its membership on a regular basis, retiring and appointing trustees as appropriate to meet the needs of the Charity.</p> <p>The VCP continues to maintain a good working relationship with the Partnerships and Charities it works in partnership with Coventry, Solihull & Warwickshire Armed Forces Covenant Partnership, NHS Op Courage, SSAFA (Warwickshire & Coventry), The Royal British Legion, Combat Stress, Blind Veterans UK and other local or none military charities.</p> <p>Coventry, Solihull & Warwickshire AFCC Strategic Partnership continue to provide guidance and support to the VCP and Warwickshire County Council in accordance with the terms and conditions of the lease of the VCP's current premises.</p>
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Summary of the objects of the charity set out in its governing document

THE RELIEF IN NEED OF FORMER MEMBERS OF THE ARMED SERVICES, THEIR SPOUSES, CHILDREN AND DEPENDENTS OR ORGANISATIONS SUPPORTING THEIR NEEDS IN PARTICULAR BUT NOT EXCLUSIVELY BY: (I) PROVIDING OR ASSISTING IN THE PROVISION OF SCHEMES FOR THEIR RESETTLEMENT, REHABILITATION, RETRAINING AND EMPLOYMENT; AND (II) PROVIDING OR ASSISTING IN THE PROVISION OF GRANTS, ITEMS AND SERVICES FOR THEIR BENEFIT.

To provide: A safe environment; a professional assessment of needs; Job Club & Job Preparation/Employability; Training Courses where appropriate; Promote the awareness of needs & partnership working; Marketing & Fund-raising events; Mentoring/Volunteer Peer Support; Promote and develop the use/awareness of the Veterans Contact Point (Charity) and its resources to the wider community; Support & promote the work of the Armed Forces Community Covenant

- Throughout the National Lockdown/COVID Pandemic to continue to be there to support the needs of Veterans and their families impacted upon through isolation or increased needs/suffering in personal and welfare circumstances.

To ensure the continued provision of a safe environment and office/hub for partnership organisations to operate from and to work in partnership with others to support the employability and welfare of veterans and their families.

- To provide a professional assessment of needs, and to sign post, refer and support with Peer Mentoring veterans and their families & dependents to the relevant organisation/charity best suited to meet these needs.

- To continue to support the employability and training needs of our service users, through the provision of services internal/external, working with others such as REFA, Poppy Factory, DWP JC+ and others, to improve sustained employment, training and access to opportunities.

- To promote the awareness and partnership working of the Armed Forces Covenant across the various community partnerships and other organisations, through the provision of awareness briefings/training on how to work with veterans or service leavers and to support the development of provisions/referrals that may result

- To promote the use of the building and its resources to the wider community.

- To continue to support the Coventry, Solihull & Warwickshire Armed Forces Covenant and its Partners working with the Armed Forces Community – Veterans & Families

- The VCP is working with North Warwickshire Borough Council to manage a house of multiple occupancy for up to 5 single males who are homeless, through a paid contract employing 1 Veteran/Member of Staff.

- To continue to provide Volunteering and Paid opportunities for the Armed Forces Community, Serving & Veterans and their Families, and local People where funding and requirements allow.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The Board of Trustees continue to uphold the decision on grant making to individuals, limited to a maximum of £50 per individual without prior notification by business justification, but considered and approved by the BOT. These grants are mainly to meet the immediate needs of individuals while due process is in consideration by external charities/organisations. This facility is mainly to assist in the purchase of clothing or assisting with local travel. During this difficult year the BOT continued to support emergency accommodation, where statutory bodies were in consideration of applications or were unable to support the accommodation needs of homeless veterans. Provide access to food and other essentials to ensure veterans and their families were not forgotten during the pandemic, these also complimented that support provided by statutory authorities. One successful application was made to the Armed Forces Covenant Fund Trust – Veterans Should Not Be Forgotten Fund which supported this identified COVID support, with food, buddy calls and other support essential priority bills for those unable to work or with no income. Other funding applications made to external funding sources, continue to be made.

The VCP following a review on its policy on investment/reserves, and its low levels of income and rising operating costs, in this financial year the VCP BOT made the decision to increase its ring fence reserves to £20,000. Further considerations are dependent of the current financial situation of the Charity and these may be adjusted as required.

The VCP continues to recognise contributions made and utilise Volunteers across all its operating areas and community engagement. This year partnership working has increased with Warwickshire Community & Voluntary Action (WCAVA), who are assisting with its volunteer recruitment and have successfully placed none military people with the Charity. Volunteer Training & Peer Support training specifically focused towards the Armed Forces Community was provided by the VCP to 6 new Peer Support Volunteers during COVID/National Lockdown

Summary of the main achievements of the charity during the year

- Continued to be there and accessible and to provide a welcoming presence/portal for our Armed Forces Community.
- Recruited and trained 6 Veterans to become Peer Support Volunteers
- Successfully delivered the Armed Forces Covenant Fund Trust – Veterans Should Not be Forgotten Project to veterans across the Coventry, Solihull & Warwickshire area.
- Providing weekly buddy telephone calls/contacts to Veterans during National Lockdown, providing essential food and welfare support to those who were struggling as a result of the impact of the pandemic
- Continued partnership work by providing Peer Support and Comradeship/Friendship to Veterans impacted by mental of physical health being support/referred by the NHS/Op Courage Mental Health Teams
- Adapted existing practices which included COVID safe practices, and establishing an on-line/media-based contact process to ensure a “contactable/open presence” ensuring veterans were able to access referral or support portals when many other gateways were closed.
- Provided a safe environment following UK Gov Guidelines and NHS COVID Safe Recommendations to be able to provide weekly Psycho-Social activities (Brew & Banter) sessions and a monthly breakfast meal for veterans and Christmas Dinner for veterans over 3 sittings.
- Worked with Local Supermarkets & County/Local Authorities to provide food and essential items to Veterans and their Families. These also included a Brew Box and a small treat to ensure that Veterans felt supported and included.
- Continued our partnership working and involvement with CSW AFC Partnership and other activities to maintain the support and awareness of Veterans and the Armed Forces Community during lockdown. Adapting to the preferred on-line meeting method being adopted/preferred by partner organisation. We also maintain a physical presence to allow limited and controlled face to face partnership/inter-agency working.

Brief statement of the charity's policy on reserves

The Charity has increased the amount of its finances held in its ring-fenced reserve to £20,000. The Board of Trustees regularly reviews its finances and surplus income from the previous year's financial income being carried forward/available to ensure we have enough capital in the bank to meet the annual forecasted expenditure/financial commitments for the next/coming financial year.

Details of any funds materially in deficit

No funds in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The main source of fund raising remains charity/public donations through a mixture of specified and none-specified purposes. In this reporting period we have not been able to provide any physical collections within the local community, at supermarkets and other community events due to the National Lockdown/COVID Restrictions.

We continue to benefit from direct recognition/nominations through our practices/presence/word of mouth and through recognition as local charity of choice. We continue to receive small amounts of funding through mail/Just Giving/Community fund raising initiatives/activities.

The Board of Trustees continue to monitor and scrutinised all expenditures and implementing cost saving measures and prioritising/limiting spend to essential items. Utility bills etc for the year have seen a slight increase due but remain lower than before the building refurbishment. Independent connection to our own Gas/Electricity supply, improved building insulation and efficiency has had the anticipated overall reduction in building running costs.

The VCP policy is to strive to continue to invest in resources that benefit the improvement of our service delivery to our beneficiaries. The VCP ensures that all of its Volunteers are not financially out of pocket in terms of their travel & subsistence costs even when many choose not to claim. Our ethics are to ensure that all funds raised or available are focused towards providing support to veterans and their families. The charity is run totally by volunteers and we ensure that funds directed toward employment are justified or specific to services funded through projects such as our current NWBC Housing Project where we employ 1 veteran.

The Board of Trustee continue to ensure that we remain financially viable and that we have sufficient funds available to support a minimum of 1 year's capital expenditure/running costs. We do not have any funds committed to/in investments

Section F**Other optional information**

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Section G**Declaration**

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	p.p. <i>L. Hardy BEM</i>	<i>L. Hardy BEM</i> (Electronic Signature)
Full name(s)	Simon Berry	Leonard Hardy
Position (eg Secretary, Chair, etc)	Chairman	Trustee/Executive
Date	30 th September 2021	

VETERANS CONTACT POINT

DETAILED STATEMENT OF FINANCIAL ACTIVITIES

INCOME

RESOURCES

Income held in Account

As at 1 Mar 20

Bank Account	84,955.07
Building Society	16,647.10
Petty Cash	225.54

TOTAL 101,827.71

Contribution/Donation

Building Society Interest	54.10
Donation from Public - NBBC Lottery	289.50
Donation from Public	3,682.44
Veteran Foundation Grant	10,000.00
AFC Grant	19,500.00
WCC (Not Forgotten Veterans Grant Scheme)	3,300.00
30 Sigs Regt (DYER) Grant	2,000.00
The Adrian Swire Foundation Grant	10,000.00
Refunds	5,203.02
Welfare Refund	150.01

TOTAL 54179.07

Events

NWBC (Watling Street Project)	47,173.44
Training Room Hire	745.00

TOTAL 47,918.44

INCOME TOTAL 203,925.22

EXPENDITURE

Utilities

Oncom (Broadband/Telephone)	1,688.23
Utility Bill (Gas)	617.79
Utility Bill (Electric)	696.36
Utility Bill (Water)	29.84
Vodafone (VCP Mobiles)	598.08
Photocopier Charges	773.56
NBBC Domestic Rates	373.76
CCC Bin Waste Management	208.70
VCP Access Liability Insurance	2677.72

TOTAL 7,664.04

Marketing

Fundraising Regulations Subscription	50.00
Membership Subscriptions Cobseso	130.00
VCP Tops	424.83
VCP Mugs	20.00
VCP Pens	204.60
VCP Dairies	608.39
Video Fitness	100.00
3 x TRBL Wreaths	60.00

TOTAL 1597.82

Veterans Contact Point Administration

Postage Cost	56.55
Office Machinery/Ink Cartidge	75.99
General Office Stationary	439.05
Travel & Subsistance (Volunteers)	665.89

TOTAL 1237.48

Building Maintenance

CCTV System	1,920.00
Cleaning Material	844.54
Cleaner	1,200.00

TOTAL 3,964.54

Additional Costs

PC/Printer/Laptop/Webbcam	1427.91
Server/PC Maintenance	1949.99

TOTAL 3377.90

Foundation Grants Expenditure

ASDA Vouchers	1,200.00
Veterans Foundation Grant (Rent Arrears)	750.00
PPE Safety Clothing	57.55
Sim Card Top Up	21.00
5 x Tablets (10.1inch) - Covid 19	899.90

Welfare Grants Provided 3500.86

TOTAL 6,429.31

Miscelliance

DBS Application	90.00
VCP Refreshments	286.55

TOTAL 376.55

AFD 2020

St John Ambulance	282.24
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TOTAL 282.24

Projects**Outreach**

Salary	8,610.92
Travel & Subsistance	315.64
Payroll (Admin/Tax/PAYE)	1452.86
VCP Em[loyeer/Employers Pension Contrbution	286.70
o2 Wife Hotspot Device	427.48
Petty Cash - Outreach	120.00

VCP Secretary

Salary	6776.65
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Watling Street Project

Salary	21,145.77
VCP Employeeer/employers Pension Contribution	2,123.16
Travel and Subsistance	646.86
o2 Mobile/Wifi Device	686.07
WCAVA Admin fee	99.00

AFC Hub Development

Veteran Into Work Programme	8160.00
Purchase of Additional Laptops	1152.00
Copytract (Compensation) Payment - Copyright	431.12

VCP Women's Club 60.00

TOTAL 52,494.23

EXPENDITURE TOTAL 77,424.11

Funds that are Ringed Fence

Foundation Grant	3,249.78	
Welfare/Poverty Grant	1,566.00	
AFC/Secretary Position	6,438.44	
AFC Development	6,055.09	
VCP Reserve Capital	20,000.00	
Adrian Swire Foundation Grant	10,000.00	
ABF (Utility) Grant	797.83	
AFD 2020	2,012.95	
Watling Street Project	22,090.58	
WCC/Veterans Foundation Grant	10,771.45	
30 Signals Regiment DYER Grant	2,000.00	
	TOTAL	84,982.12
	Income:	203,925.22
	Expenditure:	77,424.11
	Total Amount Available	126,501.11
	Ringed Fence:	84,982.12
30-Jun-21	Working Capital:	41,518.99

Accounts Prepared by: **Name:** Peter Knight **Position within Charity**
Signature: *Date of Signature* **Treasurer**

Accounts Checked/Approved: **Name:** Simon Berry **Position within Charity**
Signature: *Date of Signature* **Chairman**

Name: Len Hardy **Position within Charity**
Signature: *Date of Signature* **CEO**



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	March	2020		28	February	2021

Section A Reference and administration details

Charity name

The Veterans Contact Point

Other names charity is known by

Registered charity number (if any)

1155953

Charity's principal address

The Horsa Building
 Bentley Road
 Nuneaton, Warwickshire
Postcode CV11 5LR

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	David Owen OBE	President		
2	Simon Berry	Chairman		
3	Peter Knight	Treasurer		
4	Leonard Hardy BEM	Executive Trustee		
5	Christopher Mackie	Trustee		
6	Barry Longden	Trustee		
7	Gerry Machin	Trustee		
8	Roger White	Ex-Officio Trustee		
9	John Walker	Ex-Officio Trustee		
10	Jwerea Malik	Ex- Officio Trustee		
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
Leonard Hardy BEM	

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Appointed

Additional governance issues (Optional information)

<p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> • policies and procedures adopted for the induction and training of trustees; • the charity's organisational structure and any wider network with which the charity works; • relationship with any related parties; • trustees' consideration of major risks and the system and procedures to manage them. 	<p>The Veterans Contact Point (VCP) hold formal monthly BOT's meetings where governance of the charity is reviewed, and matters considered. Minutes of these meetings along with the financial statements, shared and recorded. The VCP's Business Plan being reviewed at regular intervals and updated yearly at the AGM, where risks are considered, and procedures adopted to minimise the impact if any of these risks, and to adopt the necessary change procedures to manage any potential areas of risk identified.</p> <p>Nominations/Proposals for Trustee appointments are proposed and considered at the earliest BOT meeting. All Trustees being provided with the CC Trustee Handbook and have access to the Policies and Procedures, which are defined in the VCP's Handbook. The BOT reviews its membership on a regular basis, retiring and appointing trustees as appropriate to meet the needs of the Charity.</p> <p>The VCP continues to maintain a good working relationship with the Partnerships and Charities it works in partnership with Coventry, Solihull & Warwickshire Armed Forces Covenant Partnership, NHS Op Courage, SSAFA (Warwickshire & Coventry), The Royal British Legion, Combat Stress, Blind Veterans UK and other local or none military charities.</p> <p>Coventry, Solihull & Warwickshire AFCC Strategic Partnership continue to provide guidance and support to the VCP and Warwickshire County Council in accordance with the terms and conditions of the lease of the VCP's current premises.</p>
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Summary of the objects of the charity set out in its governing document

THE RELIEF IN NEED OF FORMER MEMBERS OF THE ARMED SERVICES, THEIR SPOUSES, CHILDREN AND DEPENDENTS OR ORGANISATIONS SUPPORTING THEIR NEEDS IN PARTICULAR BUT NOT EXCLUSIVELY BY: (I) PROVIDING OR ASSISTING IN THE PROVISION OF SCHEMES FOR THEIR RESETTLEMENT, REHABILITATION, RETRAINING AND EMPLOYMENT; AND (II) PROVIDING OR ASSISTING IN THE PROVISION OF GRANTS, ITEMS AND SERVICES FOR THEIR BENEFIT.

To provide: A safe environment; a professional assessment of needs; Job Club & Job Preparation/Employability; Training Courses where appropriate; Promote the awareness of needs & partnership working; Marketing & Fund-raising events; Mentoring/Volunteer Peer Support; Promote and develop the use/awareness of the Veterans Contact Point (Charity) and its resources to the wider community; Support & promote the work of the Armed Forces Community Covenant

- Throughout the National Lockdown/COVID Pandemic to continue to be there to support the needs of Veterans and their families impacted upon through isolation or increased needs/suffering in personal and welfare circumstances.

To ensure the continued provision of a safe environment and office/hub for partnership organisations to operate from and to work in partnership with others to support the employability and welfare of veterans and their families.

- To provide a professional assessment of needs, and to sign post, refer and support with Peer Mentoring veterans and their families & dependents to the relevant organisation/charity best suited to meet these needs.

- To continue to support the employability and training needs of our service users, through the provision of services internal/external, working with others such as REFA, Poppy Factory, DWP JC+ and others, to improve sustained employment, training and access to opportunities.

- To promote the awareness and partnership working of the Armed Forces Covenant across the various community partnerships and other organisations, through the provision of awareness briefings/training on how to work with veterans or service leavers and to support the development of provisions/referrals that may result

- To promote the use of the building and its resources to the wider community.

- To continue to support the Coventry, Solihull & Warwickshire Armed Forces Covenant and its Partners working with the Armed Forces Community – Veterans & Families

- The VCP is working with North Warwickshire Borough Council to manage a house of multiple occupancy for up to 5 single males who are homeless, through a paid contract employing 1 Veteran/Member of Staff.

- To continue to provide Volunteering and Paid opportunities for the Armed Forces Community, Serving & Veterans and their Families, and local People where funding and requirements allow.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The Board of Trustees continue to uphold the decision on grant making to individuals, limited to a maximum of £50 per individual without prior notification by business justification, but considered and approved by the BOT. These grants are mainly to meet the immediate needs of individuals while due process is in consideration by external charities/organisations. This facility is mainly to assist in the purchase of clothing or assisting with local travel. During this difficult year the BOT continued to support emergency accommodation, where statutory bodies were in consideration of applications or were unable to support the accommodation needs of homeless veterans. Provide access to food and other essentials to ensure veterans and their families were not forgotten during the pandemic, these also complimented that support provided by statutory authorities. One successful application was made to the Armed Forces Covenant Fund Trust – Veterans Should Not Be Forgotten Fund which supported this identified COVID support, with food, buddy calls and other support essential priority bills for those unable to work or with no income. Other funding applications made to external funding sources, continue to be made.

The VCP following a review on its policy on investment/reserves, and its low levels of income and rising operating costs, in this financial year the VCP BOT made the decision to increase its ring fence reserves to £20,000. Further considerations are dependent of the current financial situation of the Charity and these may be adjusted as required.

The VCP continues to recognise contributions made and utilise Volunteers across all its operating areas and community engagement. This year partnership working has increased with Warwickshire Community & Voluntary Action (WCAVA), who are assisting with its volunteer recruitment and have successfully placed none military people with the Charity. Volunteer Training & Peer Support training specifically focused towards the Armed Forces Community was provided by the VCP to 6 new Peer Support Volunteers during COVID/National Lockdown

Summary of the main achievements of the charity during the year

- Continued to be there and accessible and to provide a welcoming presence/portal for our Armed Forces Community.
- Recruited and trained 6 Veterans to become Peer Support Volunteers
- Successfully delivered the Armed Forces Covenant Fund Trust – Veterans Should Not be Forgotten Project to veterans across the Coventry, Solihull & Warwickshire area.
- Providing weekly buddy telephone calls/contacts to Veterans during National Lockdown, providing essential food and welfare support to those who were struggling as a result of the impact of the pandemic
- Continued partnership work by providing Peer Support and Comradeship/Friendship to Veterans impacted by mental of physical health being support/referred by the NHS/Op Courage Mental Health Teams
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Details of any funds materially in deficit

No funds in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
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The Board of Trustee continue to ensure that we remain financially viable and that we have sufficient funds available to support a minimum of 1 year's capital expenditure/running costs. We do not have any funds committed to/in investments

Section F**Other optional information**

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Section G**Declaration**

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	p.p. <i>L. Hardy BEM</i>	<i>L. Hardy BEM</i> (Electronic Signature)
Full name(s)	Simon Berry	Leonard Hardy
Position (eg Secretary, Chair, etc)	Chairman	Trustee/Executive
Date	30 th September 2021	