

VOLUNTEER CENTRE WEST BERKSHIRE

Charitable Incorporated Organisation 1156302

ADMINISTRATIVE AND PROFESSIONAL INFORMATION

for the year ended 31 March 2021

Address of Charity	4 - 8 The Broadway Newbury Berkshire RG14 1BA
Patron	Mr David Jones
President	Mrs Mary Bedwell
Trustees	Ms Brien Beharrell (Chair) Mr Malcolm Poynter Mr Ian Nichol Cllr Jeff Beck Mrs Margot Payne Mr Mick Hutchins Mr Ellis Banfield Mr Gary Walsh Mr Chris Armitage
Centre director	G Poulson
Honorary treasurer	C Armitage
Bankers	NatWest plc 30 Market Place Newbury RG14 5AG
Independent examiner	James Cowper Kreston Chartered Accountants & Business Advisers 2 Communications Road Greenham Business Park Newbury Berkshire RG19 6AB

VOLUNTEER CENTRE WEST BERKSHIRE

TRUSTEES' REPORT for the year ended 31 March 2021

The Trustees present their report with the financial statements of the Charity for the year ended 31 March 2021. The Trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)

Charity's Objects

The Trustees have referred to the Charity Commission's guidance on public benefit when reviewing the Charity's aims and objectives and planning future activities. The objects of the Volunteer Centre West Berkshire are as follows:

To promote any charitable purpose (charitable under English Law) for the benefit of the community in the area of West Berkshire & Hampshire as the Trustees see fit, in particular, but not exclusively by the following means:

- Promoting, encouraging and supporting volunteering
- Providing opportunities for individuals to volunteer
- Providing assistance and training for volunteers.

To relieve the charitable needs of people in the area of West Berkshire & Hampshire by the provision of advice and services calculated to relieve such needs.

Charity's Activities and Achievements During the Year

There was probably only one convenient benefit of the Covid pandemic from a Charity accounting perspective, namely it kindly arrived at the very end of our financial year 19/20. So the impact of Covid upon our activities, our income and mission have been conveniently wrapped up in Covid 20/21.

The year 2020 was to be very different. The Charity's daily activities became focused on the unknown, a deep sense of foreboding for us all. During the first few days of lockdown along with The Greenham Trust and West Berkshire Council we established a community HUB which was to become a publicised entity with its own phone number. The front page of the Newbury Weekly News featured the three organisations poised to act though none of us knew what lay ahead.

Our volunteer car service stood down, our bus services stood down, our Shopmobility service stood down but our phones and volunteer recruitment services were glowing hot.

A central HUB team were diverting hundreds of calls to our Charity and the public's expectations cared not that they were being referred to a small Charity but merely regarded us as a resource to meet their needs. It quickly became apparent by the first week of April that a new volunteer mapping system would need to be in place. Our events officer quickly rose to that challenge and created an online Google mapping system. Every volunteer that offered their service was then plotted across the town of Newbury or diverted to their nearest Covid support group across West Berkshire. Circa 700 volunteers came forward and the volume was commensurate with the tidal wave of calls that the volunteer centre took from 9am to 5pm. Prescription collections were needed, food parcels were needed, reassurance and kindness were needed. The first four weeks of April and the first three weeks of May were the most intense. Our volunteer force working on the outside, be they on foot, on bikes or in their cars, kept up with the pace and only very rarely did we not manage to deliver an item the same day and only then if the customer was able to wait until the following morning for their items.

In the first few days of lock-down we witnessed an ethereal atmosphere in Newbury as around 100 people were queuing outside Boots; the town was strangely silent, some people masked, others not, and tempers would have been strained were it not for the dry and calming warm weather.

Volunteer Centre staff acted brilliantly. A new office volunteer team was recruited. The volunteers had to be fast, accurate and be able to use the new IT coupled with essential charm and empathy to reassure and inform customers and volunteers alike.

VOLUNTEER CENTRE WEST BERKSHIRE

TRUSTEES' REPORT CONT'D for the year ended 31 March 2021

Each Monday we were attending the weekly community HUB meetings where colleagues from statutory organisations were each sharing their experiences. For our part, and that of The Greenham Trust, we were bringing together intelligence from front line food providers and community groups in order that we could monitor any gaps and suggest solutions. Our own operational work was gradually calming down, though in the first three months our Handybus vehicles were used to deliver food parcels.

It would not be until July 2020 that our volunteer car scheme would emerge and commence providing assistance to the less able to attend essential medical appointments. Our Shopmobility service reopened in July which was a welcome sign that customers were a little more confident to come into the town to shop. As the days and weeks went by the office team were less stressed and we were able to reduce the telephone response hours back to 10am until 1pm each day.

As a result of the pandemic our office team has changed and during the year some of our very long serving office volunteers decided to stand down and we wish to pay tribute to Sue Cox, Kate Kenna, Yvonne Brick and Jenny Murdoch for their decades of combined service, Sue with 38 years, Kate with 28 years, Yvonne with 16 years and Jenny Murdoch with 2 years' service. We were very sorry to see Mary Marsh leave the area to be close to her daughter in Luton. Mary served for 21 years as an office volunteer and trustee of the Charity.

The office team during the pandemic, of necessity, had to be younger and we were joined by Laura Fleming, Jamee Massey, Georgina Punter, Sue Goodwin, Miranda Dockley, Sara Hanson, Sheila Berry, Alessio Falino, Rachel Haslam, Isabel Carmina, Richard Benyon and our own chairman of Trustees, Brien Beharrell. Gary Walsh became our lead prescription delivery volunteer who personally delivered hundreds of prescriptions using our community car and when things quietened Gary also assisted in the office. He was recognised by Laura Farris MP for his outstanding voluntary work and he also received recognition from the Newbury Town Council Civic Award.

Supporting the sector in terms of training has been more difficult. We have been able to promote a good range of online courses and we were pleased to try out our first ever online recruitment fair in January which was a great learning experience for us, and the video interactions were fun.

We have continued to clerk three voluntary sector boards, the children and young peoples board, the Special Educational Needs Board and the Suicide Prevention Action Group. In December we appointed Sue Bennet as our Suicide Prevention Outreach worker with funds provided by the Health and Wellbeing Board and Thatcham Town Council. The one day per week post is enabling us to make contact with small businesses and sports clubs providing valuable prevention resources to these groups. With the great support of my friend and colleague Jerry Dixon of Samaritans and Apple Print we have also created a single web page resource for people who may have suicidal thoughts. This page provides fast links to immediate and non-immediate sources of help.

During the year the Trustees and management resolved to move offices and exercise a break clause in our lease of Bolton Place our home of 25 years. At the very end of this financial year the Charity moved into Broadway House and took a 5-year lease with open plan and modern efficient offices which have now set us on a course of development and a new working partnership to support the voluntary and community sector with The Greenham Trust.

A full statistical annual report will be available on our website www.volunteerwestberks.org.uk

Financial Position & Report

The accounts (financial statements) have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2019.

VOLUNTEER CENTRE WEST BERKSHIRE

**TRUSTEES' REPORT CONT'D
for the year ended 31 March 2021**

The Charity made an unrestricted surplus for the year of £50,995 against a prior year surplus of £41,606. This means that the Charity's unrestricted reserves to fund future running and overhead costs were increased by £50,995 (increased by £41,606 in 2020). The Charity expended £10,220 of restricted funds during the year and received restricted funds of £15,000 in respect of projects which will be expended in the year to 31 March 2022. The Charity's income has stood up well, despite the current pandemic and unrestricted reserves stand at a healthy £252,018. On 25th March 2021 the Charity moved its operational base to a fully serviced office suite. As a result, fully written down Building Works and Fixtures & Fittings have been written out of the books to reflect the new position, and Office Equipment adjusted to reflect the current holding, also fully written down.

All associated with the centre express their thanks for the support received from all organisations and individuals who have donated to the Charity during the year, whether financially or with their time.

The Trustees would like to thank Andrew Parsons, Patsy Giles and the staff at Shopmobility for their efforts in helping to maintain the accounting records to a high standard.

Trustees

The Trustees of the Charity during the year were as follows:

Ms Brien Beharrell
Mr Malcolm Poynter
Mr Ian Nichol
Cllr Jeff Beck
Mrs Margot Payne
Mr Mick Hutchins
Mr Ellis Banfield
Mr Gary Walsh (appointed 01/10/20)
Mr Chris Armitage

Reserves Policy

The reserves policy adopted by the Trustees is to create a fund sufficient to allow for:

- Variations in annual income
- Adequate draw down facilities in those years when a balanced budget is not possible
- Pre-funding of new activities and projects prior to committed funding becoming available
- All anticipated costs involved in the closing of the Charity and the termination of its projects and activities, should the Trustees decide the Charity is no longer viable.

The reserves required to cover this policy as at 31 March 2021 are estimated to be £77,000. Unrestricted reserves at 31 March 2021 are £241,518 giving an excess cover of approximately £164,000.

Review of Major Risks

The Trustees have an ongoing policy to review regularly the risks that might affect the Charity's existence and take appropriate steps, if required, to mitigate those risks.

Trustee Selection Method

The policies and general management of the affairs of the Charity are the responsibility of the Board of Trustees. The Trustees meet approximately every three months. There are nine Trustees.

Trustee vacancies are advertised in public channels in accordance with the Charity's equal opportunities policy.

VOLUNTEER CENTRE WEST BERKSHIRE

TRUSTEES' REPORT CONT'D for the year ended 31 March 2021

Statement of Trustees' Responsibilities

Law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year that give a true and fair view of the state of affairs of the Charity at the end of the year and of its financial activities during the year then ended. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

The Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and which enable them to ensure that the financial statements comply with the Charities Act 1993. They have general responsibility for taking such steps that are reasonably open to them to safeguard the assets of the Charity and to prevent and detect fraud and other irregularities.

BY ORDER OF THE TRUSTEES:



Brian Beharrell 20 Jul 2021 09:03:37 BST (UTC +1)

.....
B Beharrell - Chair

Date: 20 July 2021.....

VOLUNTEER CENTRE WEST BERKSHIRE

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF VOLUNTEER CENTRE WEST BEBERKSHIRE

I report to the Charity Trustees on my examination of the accounts of the Charity for the year ended 31 March 2021 which are set out on pages 7 to 16.

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 Charity's accounts carried out under section 145 of the 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do 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.

Signed:



Name: Alex Peal FCA

Address: James Cowper Kreston
Chartered Accountants
2 Communications Road
Greenham Business Park
Newbury
Berkshire
RG19 9AB

Date: 20 July 2021

VOLUNTEER CENTRE WEST BERKSHIRE

STATEMENT OF FINANCIAL ACTIVITIES
for the year ended 31 March 2021

Income and expenditure	Note	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
Income		£	£	£	£
Donations, legacies & similar income	3	7,507	-	7,507	16,509
Incoming resources from operating activities:					
Activities in furtherance of the Charity's objects	3	200,956	15,000	215,956	273,856
Investment income	3	1,187	-	1,187	1,438
Other income	3	10,000	-	10,000	85
Total income		<u>219,650</u>	<u>15,000</u>	<u>234,650</u>	<u>291,888</u>
Expenditure					
Charitable expenditure					
Cost of activities in furtherance of the Charity's objects	4	111,016	10,220	121,236	185,094
Management and administration	4	57,639	-	57,639	50,348
Total expenditure		<u>168,655</u>	<u>10,220</u>	<u>178,875</u>	<u>235,442</u>
Net movement in funds		50,995	4,780	55,775	56,446
Fund balances brought forward at 1 April 2020		180,023	28,500	208,523	152,077
Funds transfer re Capital purchase		21,000	(21,000)	-	-
Fund balances carried forward at 31 March 2021		<u>252,018</u>	<u>12,280</u>	<u>264,298</u>	<u>208,523</u>

The notes form part of these financial statements

VOLUNTEER CENTRE WEST BERKSHIRE**BALANCE SHEET
as at 31 March 2021**

	Note	2021 £	2020 £
Fixed assets			
Tangible fixed assets	7	93,256	34,691
Current assets			
Debtors	8	12,480	19,447
Cash at bank and in hand		183,514	170,965
Creditors: amounts falling due within one year	9	<u>(24,952)</u>	<u>(16,580)</u>
Net current assets		171,042	173,832
Total assets less current liabilities		<u>264,298</u>	<u>208,523</u>
Funds			
Restricted funds	10	12,280	28,500
Unrestricted funds	11	252,018	180,023
		<u>264,298</u>	<u>208,523</u>

The financial statements were approved by the Board of Trustees on 15th July 2021 and were signed on its behalf by :-


 Brien Beharrell 20 Jul 2021 09:03:37 BST (UTC +1)
 B Beharrell - Chair

Date: 20 July 2021

The notes form part of these financial statements

VOLUNTEER CENTRE WEST BERKSHIRE

NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 March 2021

1. Accounting policies

The following accounting policies have been applied consistently in dealing with items which are considered material in relation to the Charity's financial statements.

Basis of preparing the financial statements

The accounts have been prepared in accordance with the Charities SORP (FRS102) applicable to charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2019.

The accounts have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) issued 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The Charity has adopted the provisions of bulletin 1 as permitted.

Volunteer Centre West Berkshire meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

The Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. They continue to believe the going concern basis of accounting appropriate in preparing the annual financial statements.

Going Concern

The Trustees have considered the impact of the global Covid-19 pandemic on the ability of the Charity to continue trading for the foreseeable future. This review has included considering the impact of the pandemic to the date of signing the financial statements and updating financial projections. Based on this review and taken together with existing financing facilities the Trustees believe that the financial statements have been prepared appropriately on the going concern basis.

Fund Accounting

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity. Restricted funds are those funds whose use is restricted for particular purposes by the donor. Designated funds are those funds set aside by the Trustees for a specified purpose from unrestricted funds.

Incoming resources

- Income from donations and gifts is recognised when received and arises from a variety of sources
- Investment income is recognised when receivable and comprises interest received from the investment of money on short term deposits.

VOLUNTEER CENTRE WEST BERKSHIRE

NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 March 2021

Resources expended

Resources expended are accounted for on an accruals basis.

- The cost of activities in furtherance of the Charity's objects relates to the provision of a transport service using the Newbury Handybus service, the Community Car or drivers' own vehicles, Shopmobility, projects, namely, Befriend and Activate (the socially isolated) and Empowering West Berkshire (supporting the voluntary sector) and the organising of volunteering opportunities.
- Management and administration expenditure comprises central overheads not directly attributable to direct charitable expenditure. They relate to the day to day operation of the Charity, management of the Charity's funds, administration and compliance with Charity requirements.

Fixed assets and depreciation

Fixed assets are capitalised when considered appropriate by the Trustees. Generally, assets with a cost below £200 are not capitalised. Depreciation is provided by the Charity to write off the cost less the estimated residual value of fixed assets over their estimated useful economic lives as follows:

Building works	-	10% straight line
Motor vehicles	-	20% straight line
Fixtures & fittings	-	50% straight line
Office equipment	-	50% straight line

VOLUNTEER CENTRE WEST BERKSHIRE**NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 March 2021**

2. Results on ordinary activities	2021	2020
	£	£
Results for the year are stated after charging:		
Depreciation	9,697	3,071
Independent examination	900	900
3. Analysis of incoming resources	Total	Total
	2021	2020
Donations, legacies & similar income	£	£
Donations & sponsorship	7,507	16,509
	<u>7,507</u>	<u>16,509</u>
Furtherance of the Charity's objects		
Grant income	130,976	94,846
Projects	69,027	117,950
Team Challenge	0	1,283
Transport	14,453	55,475
Fuel rebate	(200)	1,521
Advertising & publicity	1,700	2,781
	<u>215,956</u>	<u>273,856</u>
Investment income		
Bank & building society interest	1,187	1,438
	<u>1,187</u>	<u>1,438</u>
Other income		
Sundry income	10,000	85
	<u>10,000</u>	<u>85</u>

Included within Grant income is £0 (2020: £7,500) of Restricted Income and within Transport is £0 of Restricted Income (2020: £12,000). Projects includes £15,000 (2020: £0) of Restricted Income.

VOLUNTEER CENTRE WEST BERKSHIRE**NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 March 2021****4. Analysis of resources expended**

	Total 2021	Total 2020
	£	£
Cost of activities in furtherance of the Charity's objects		
Drivers	3,687	15,735
Organiser's salary & relief wages	17,798	25,757
Fuel	1,378	5,995
Vehicle costs	10,551	11,325
Vehicle depreciation	9,697	3,071
Advertising & publicity	1,220	3,450
Projects	49,809	96,487
Organising volunteering salaries	25,276	19,888
Volunteering postage & stationery	1,806	2,785
Team Challenge costs	-	201
Volunteer expenses	14	400
	121,236	185,094
Management & administration		
Wages & salaries	16,945	18,494
Employee expenses	-	144
Training & subscriptions	752	620
Rent, rates & service charge	13,755	13,423
Light & heat	6,809	4,360
Insurance	4,118	3,954
Postage, stationery & telephone	3,785	3,356
Maintenance	155	493
General expenses	4,672	2,574
Professional fees	5,748	2,030
Independent examination & accountancy	900	900
Office equipment depreciation	-	-
	57,639	50,348

Included within Projects costs is £3,620 of Restricted Expenditure (2020: £0) and within Organiser's salary etc., £6,600 of Restricted Expenditure (2020: £4,660).

5. Analysis of total resources expended

	Staff Costs £	Other £	Depreciation £	Total 2021 £	Total 2020 £
Charitable expenditure					
Cost of activities in furtherance of the Charity's objects	91,371	20,168	9,697	121,236	185,094
Management and administration	16,945	40,694	-	57,639	50,348
Total	108,316	60,862	9,697	178,875	235,442

VOLUNTEER CENTRE WEST BERKSHIRE**NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 March 2021****6. Staff numbers and cost**

The average number of persons employed by the Charity during the year, analysed by category, was as follows:

	2021	2020
Full time	1	2
Part time	7	8
	<u>8</u>	<u>10</u>

The aggregate payroll costs of these persons were as follows:

	2021 £	2020 £
Wages and salaries	105,041	146,967
Social security costs	3,275	5,973
	<u>108,316</u>	<u>152,940</u>

No employee received remuneration amounting to more than £60,000 in the year.

Key management personnel remuneration for the year was £70,953 (2020: £84,691).

7. Tangible fixed assets

	Building works £	Motor vehicles £	Fixtures & fittings £	Office equipment £	Total £
Cost					
At 1 st April 2020	49,331	65,535	9,729	17,009	141,604
Additions	-	68,262	-	-	68,262
Disposals	(49,331)	-	(9,729)	(13,736)	(72,796)
At 31 st March 2021	<u>-</u>	<u>133,797</u>	<u>-</u>	<u>3,273</u>	<u>137,070</u>
Depreciation					
At 1 st April 2020	49,331	30,844	9,729	17,009	106,913
Charge for year	-	9,697	-	-	9,697
Eliminated on disposal	(49,331)	0	(9,729)	(13,736)	(72,796)
At 31 st March 2021	<u>-</u>	<u>40,541</u>	<u>-</u>	<u>3,273</u>	<u>43,814</u>
Net book value					
At 31 st March 2021	<u>-</u>	<u>93,256</u>	<u>-</u>	<u>-</u>	<u>93,256</u>
Net book value					
At 31 st March 2020	<u>-</u>	<u>34,691</u>	<u>-</u>	<u>-</u>	<u>34,691</u>

VOLUNTEER CENTRE WEST BERKSHIRE

NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 March 2021

7. Tangible fixed assets - continued

The net book value of fixed assets at 31st March 2021 represents fixed assets used for:

	Building works £	Motor vehicles £	Fixtures & fittings £	Office equipment £	Total £
Direct charitable purposes	-	93,256	-	-	93,256
Other purposes Management and administration of the Charity	-	-	-	-	-
	-	93,256	-	-	93,256

8. Debtors

	2021 £	2020 £
Trade debtors	1,567	7,220
Other debtors & prepayments	10,913	12,227
	12,480	19,447

9. Creditors: Amounts falling due within one year

	2021 £	2020 £
Trade creditors	5,702	5,680
Accruals	19,250	10,900
	24,952	16,580

10. Restricted Funds

	Brought forward £	Incoming £	Outgoing £	Transfer £	Carried forward £
Volunteering	7,500	-	(6,600)	-	900
Transport	21,000	-	0	(21,000)	0
Projects	-	15,000	(3,620)	-	11,380
	28,500	15,000	(10,220)	(21,000)	12,280

Prior Year Restricted Funds

	Brought forward £	Incoming £	Outgoing £	Transfer £	Carried forward £
Volunteering	4,660	7,500	(4,660)	-	7,500
Transport	25,000	12,000	-	(16,000)	21,000
	29,660	19,500	(4,660)	(16,000)	28,500

VOLUNTEER CENTRE WEST BERKSHIRE

NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 March 2021

10. Restricted Funds - continued**Purpose of funds**

Volunteering – to continue to provide a volunteering service

Transport – to cover maintenance and replacement costs on Handybuses

Projects – Befriending (the socially isolated) and Empowering West Berkshire (supporting the voluntary sector)

11. Unrestricted Funds

	Brought forward	Incoming	Outgoing	Transfer	Carried forward
	£	£	£	£	£
General	180,023	219,650	(168,655)	21,000	252,018
	<u>180,023</u>	<u>219,650</u>	<u>(168,655)</u>	<u>21,000</u>	<u>252,018</u>

Prior Year Unrestricted Funds

	Brought forward	Incoming	Outgoing	Transfer	Carried forward
	£	£	£	£	£
General	122,417	272,388	(230,782)	16,000	180,023
	<u>122,417</u>	<u>272,388</u>	<u>(230,782)</u>	<u>16,000</u>	<u>180,023</u>

12. Analysis of net assets between funds

	Unrestricted	Restricted	Total
	£	£	£
Fund balances at 31 March 2021 are represented by:			
Tangible fixed assets	93,256	0	93,256
Current assets	183,714	12,280	195,994
Current liabilities	(24,952)	0	(24,952)
	<u>252,018</u>	<u>12,280</u>	<u>264,298</u>
Fund balances at 31 March 2020 were represented by:			
Tangible fixed assets	34,691	-	34,691
Current assets	161,912	28,500	190,412
Current liabilities	(16,580)	-	(16,580)
	<u>180,023</u>	<u>28,500</u>	<u>208,523</u>

VOLUNTEER CENTRE WEST BERKSHIRE

NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 March 2021

13.	Grants received as a material part of income	2021 £	2020 £
	West Berkshire Council		
	Accommodation costs, capacity building, assistance with staff positions for Shopmobility and support for community transport.	103,429	71,460
	Transforming Local Infrastructure		
	Recruit, train and support volunteers for West Berkshire-wide projects	69,027	117,950

14. **Related party transactions**

Related parties are defined as Trustees and their close family members only. There have been no related party transactions in the year. In 2020 one Trustee acted as a volunteer driver for the Charity and as such was reimbursed mileage costs only of £42.