

## **Annual Report FY 2021 / 2022**



Charitable Incorporated Organisation (CIO no: 1157707)

**Castle Donington Volunteer Centre,  
Community Hub, 101 Bondgate, Castle Donington, DE74 2NR**

**Tel: 01332 850526   email: [Admin@CDVC.org.uk](mailto:Admin@CDVC.org.uk)**



## Management Personnel 2021 / 22

### Board of Trustees

Chair & Operations	Wayne Tranmer
Vice Chair & Treasurer	Alwyn Thorpe
Trustee (Accounts)	John Williams
Trustee (Grow-Cook-Share)	Dennis Taylor
Trustee (Secretary & Friday Group)	Gill Schofield
Trustee (MIDAS Trainer)	Mick Forey
Trustee (Chef)	John Semons
Trustee (Allotments)	Alex Logan
Trustee (HR)	Mark Reddish

Observer members	Chris Hills	(CD Parish Council)
	Karl Shatford	(CD Parish Council)

### Staff

Office Administrator	Helen Hall
Office Administrator	Brian Hindle
Accounts Administrator	Claire Smith
Transport Maintenance	David Richards

## Chair's Report

The last operational year has presented a major challenge as we have worked to re-establish a “new normal” for a second year post the major lock-downs and disruptions of the Coronavirus pandemic.

Despite these challenges we have continued to apply sensible measures to minimise infection risks and have been able to recommence both shopping and social activities in various forms including controlled small group events to allow much needed face to face interaction.

Our priorities have been;

- To ensure that we continue to undertake our essential Medical Car service. This has seen a 3 fold increase in demand as the National Health Service strive to reduce the Covid backlog with 415 journeys completed to Hospital and GP appointments in the calendar year, during 2021, with 340 in this operating year.
- To recommence shopping and social outings to restore a measure of independence to individuals after 12 months of having to rely on family, friends and ourselves. These have been integrated with physical activities such as the Easy Movers exercise and Swimming which are proving popular.
- To re-establish the seated monthly Grow-Cook-Share meals which is as much a social event as a meal. We were pleased to be able to cease our meal deliveries to clients homes that we adopted during the height of the crisis.

It is pleasing to be able to report that we are able to look forward to a brighter future as the benefits of the vaccination programme and the milder forms of the virus seem to be in control, we will continue to follow guidance and not be complacent.

Notable additional highlights from the last year worthy of mention are;

- Our support of the Vaccination programme during the first phase at the national centres by our volunteer drivers totaled 3000 miles of journeys to Measham, Derby, Leicester etc.
- Our co-operation with the Pharmacy and the Parish Council in setting up the means to provide vaccinations at The Community Hub and our ability to provide volunteers to manage the booking in of attendees.
- We have continued to provide a dedicated shopping service to a small number of residents who had no other way to support themselves.

- The Friday Group, a social gathering each Friday afternoon, has formally rejoined the Volunteer Centre and have recommenced their series of speakers, activities and entertainments. This sensible integration is providing benefit to the members of the group as we are able to best utilise joint assets and skills.
- Our allotments have been truly transformed as additional volunteers have joined us and given their time to clearing and preparing the plots for this years growing season. We look forward to increasing the volume of self grown fruit and vegetables into our Grow-Cook-Share meals.

2 enablers have facilitated these activities;

- Our move to share the Community Hub with the Parish Council, Library and the local Police. The use of shared premises enhance the communications between organisations and provides a solid foundation for our activities. We are committed to growing the benefits that the Hub provides to our community.
- The selfless donation of time and significant effort of our volunteers and partners in making these possible.

A selection of highlights follow;

### **Grow-Cook-Share**

Our monthly Grow-Cook-Share meals cautiously restarted post lock down with careful controls in place to minimise risks to our guests. I am pleased to report that they were not only incident free but also very warmly received by the diners who enjoyed both the food and the long looked for social occasions. The benefit to all was clear through the increasing volume of discussion during the first meal, indicating a welcome release from restrictions. My thanks go to all who assisted in the planning and delivery of this key activity in our schedule of events. None of this could work without our magnificent volunteers, from those who wield a spade or watering can, those who prepare and serve great meals, those who organise and transport diners to those who have the unenviable job of washing up and clearing away. We receive regular expert assistance from staff at a local business, Dimensions, who make a real difference.

### Grow

During the last year, huge strides have been made in the way the allotments are managed with an extra allotment being made available which, after much work is now providing a bumper crop of apples, pears and damsons.

The allotment has produced a large quantity of potatoes, beans, onions, leeks, soft fruits and our decision to inter-plant with flowers is providing a low cost source of table centre decorations.



*Ready for planting*



*Potato harvest*

As time passes, our allotments are becoming some of the best kept and tended, a credit to the new allotment team. We look forward to delivering another bumper crop next year.

### Cook

Our extended cooking team consistently produces excellent monthly lunches, the favourite of which is a roast dinner with all of the trimmings. Many of our guests who live alone do not often have the time to prepare such a treat. If this is followed by a posset, satisfaction is guaranteed. Investment in catering standard equipment has delivered a 5 star hygiene rating and the ability to provide up to 60 settings which has allowed us to also cater for other organisations in the community.

### Share

Our monthly lunch provides a meal for 60 diners and a number of “delivered to home” meals for those that are unable to attend. This is supported by our transport team which picks up about half of the attendees. Our meal is not free, but the price is modest with a reserve used to provide a free Christmas meal event, where spirits of more than one sort are raised.

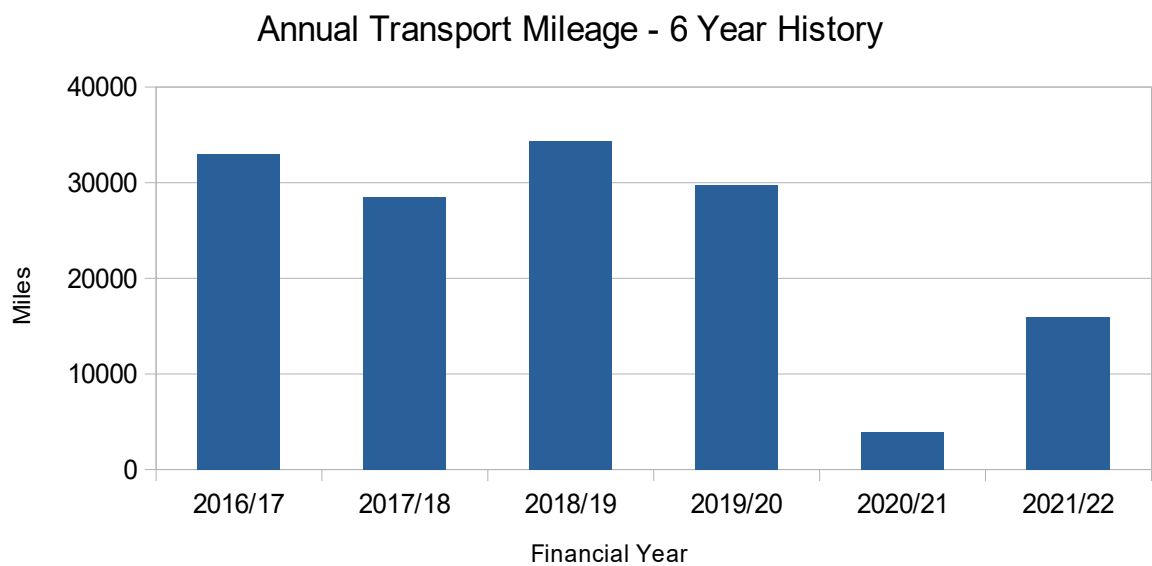


*Ready for diners*

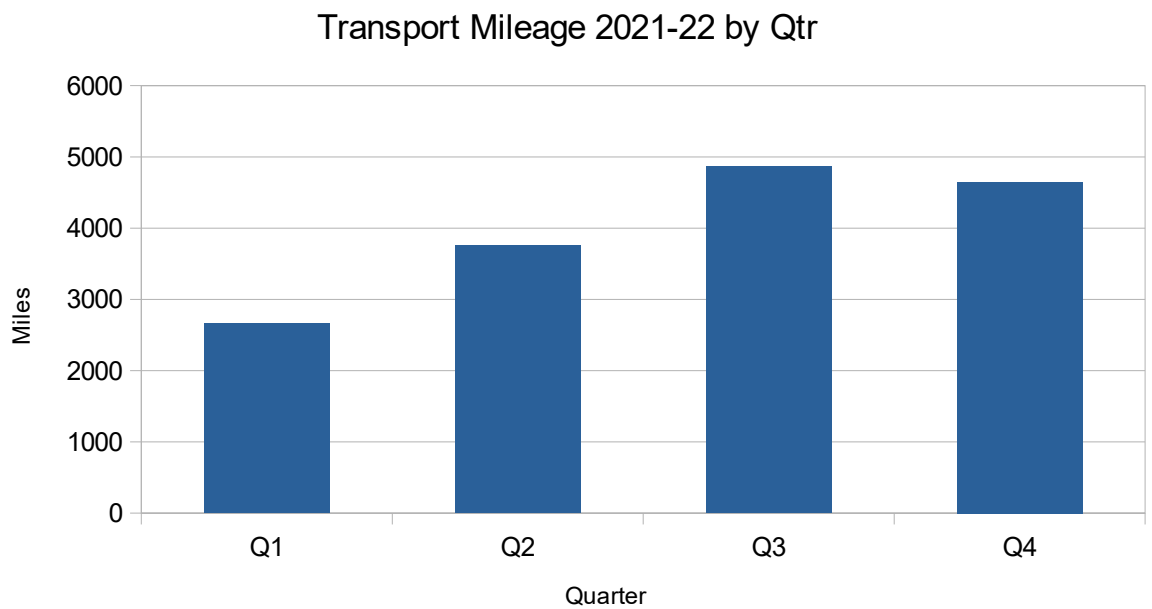


*Halloween table centres*

Community Transport



Following the significant reduction in transport activity last year, this year has seen a bounce back but, as expected, not to the levels of 2019/20. This is a 4 fold increase on 2020/21 but remains 46% lower than the immediate pre-pandemic level.

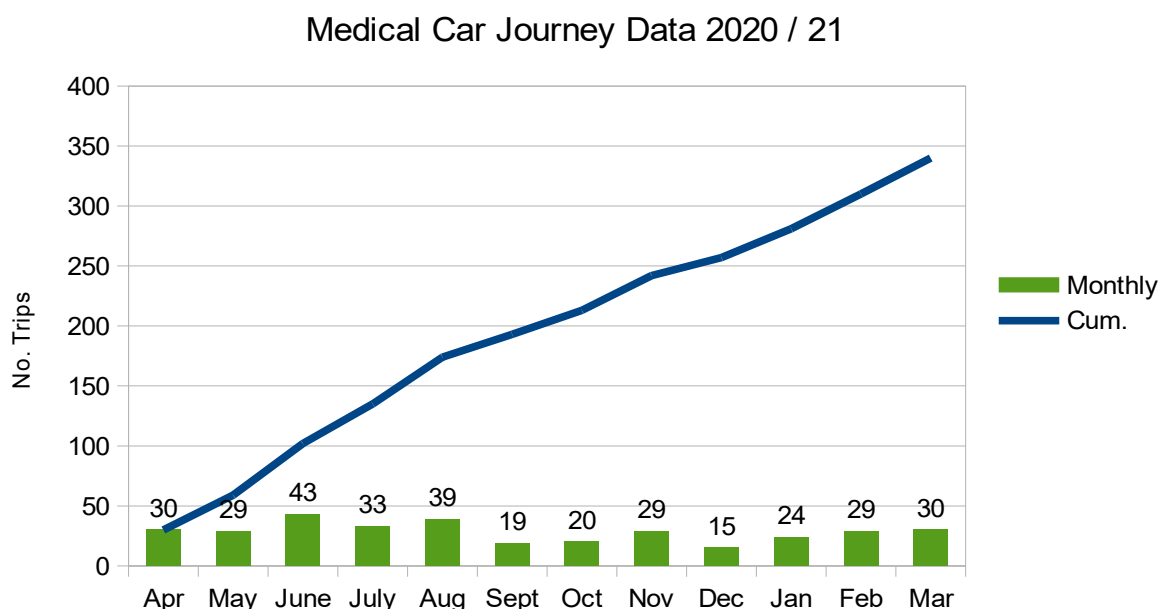


On a positive note, demand grew steadily through the quarters and looking forward beyond the end of this reporting year we are beginning to see the return of demand as more organisations are requesting transport to events.



## Medical Car

Demand for Medical Car transport clearly mirrored the nationally reported uplift of demand on the NHS and the drive to clear waiting lists. A total of 340 journeys were made to GP, Hospital and health appointments. This is a valuable and appreciated provision in what is a setting some 10 miles away from the major hospitals with difficult public transport links to these centres.



## Easy-Movers & Chatter Club

We created a combined Monday Easy-Movers and social Chatter Club as a post-covid response to a need to expand social interaction for both physical and mental well-being. I am delighted that we now regularly have 25 “exercisers” present with new people arriving. In conjunction with the District Council a similar Thursday group is now starting which includes seated and standing exercise routines. Both are led by excellent qualified trainers.

## Ukraine Crisis response

An appeal for donations to help Ukraine at the start of the ongoing crisis led to an overwhelming local reaction. Donations were received, sorted and rapidly despatched to points of need in Ukraine, Poland and Moldova. Our thanks go to the Polish Centre in Loughborough and the Ukrainian Centre in Weston on Trent who we worked closely with to achieve this.

## **Finances**

Despite the none repeatable nature of the pandemic assistance grants received during 2020/21 our income increased by 12.5% overall year on year or by 36% nett of those grants, an increase of £31k. Transport income, Medical-car and general donations driving this.

Key cost increases have been as expected, fuel due to our return to operation and maintenance costs driven by an enforced need to change our garage partner. Other expenses have been as expected with the increase in tasks undertaken.

Salaries have reduced due to the resignation of one individual who has not been replaced.

The Friday Group activity, previously a separate entity, has now merged with the Volunteer Centre. The year on year increase of Net Assets is due to the inclusion of their restricted funds that were transferred.

Our nett position was positive for the year and reflects prudent management of our costs.

## **Challenges**

Careful control of both our cost base and our financial reserve position will continue. Fuel and inflation costs have created a headwind which is a continuing threat.

Volunteer recruitment will be a key theme as they are the heart of what we do.

Our investigations into the future of electric powered wheelchair accessible vehicles continues. Our current assessment is that the cost of vehicles, when judged against the condition of our fleet, makes a purchase unlikely until a vehicle replacement becomes necessary. The intervening period will lead to further developments in vehicle availability, cost and range whilst also delivering more confidence in the charging provision and running costs in what is currently an uncertain market.

We remain in close contact with the current landlords of the location of our bus depot about their development plans and our long term future as a shared space. The resolution of this is anticipated during the next operational year.

Our development fund is specifically in anticipation of these future costs and challenges.



## **Thanks**

We are fortunate to have a dedicated team of volunteers who support us with their ideas and valuable time. We estimate that despite the enforced reduction in activities during the year we generated 9,750 hours of volunteer time, equivalent to c. £120k of financial value, but worth much more to our community well-being.

I would like to put on record the sincere thanks of both our clients and trustees of the Volunteer Centre for the support we have received from our volunteers, staff, local businesses and authorities.

The “can do – will do” spirit is alive and well in our area and has been well demonstrated.

Our community is stronger as a result.

Wayne Tranmer BEM

Chair of Trustees

October 2022

## **Attachments:**

1. Annual Accounts: Statement of Financial Activities
2. Annual Accounts: Balance Sheet
3. Annual Audit Certificate

# CASTLE DONINGTON VOLUNTEER CENTRE

## 1. STATEMENT OF FINANCIAL ACTIVITIES (Inc. an Income and Expenditure Account)

For the Year Ended 31<sup>st</sup> March 2022

	Unrestricted Funds £	2021/22 Restricted Funds £	TOTAL £	2020/21 Total £
<b><u>INCOME</u></b>				
Grant Income Received				
L.C.C.	42,340		42,340	42,340
C.D. Parish Council	0		0	3,000
Other Grants	8,000		8,000	0
Leics. & Rutland County CCG (Hosp. Trans.)	6,257		6,257	6,228
Kegworth P.C. (Hosp. Trans.)	0		0	0
Covid 19 Grants	0		0	17,700
Community Transport Income	14,977		14,977	1,898
B.S.O.G. Fuel Rebates received	0		0	1,282
General Donations	16,786	22,350	39,136	26,503
Hospital Transport Donations	4,338		4,338	2,774
Fundraising	824		824	183
Interest Received	116		116	852
Miscellaneous Income	267		267	0
Total Income	93,905	22,350	116,255	102,760
<b><u>EXPENDITURE</u></b>				
Salary Costs	26,915		26,915	34,404
Community Transport Costs	0			
Fuel	4,409		4,409	1,395
Maintenance servicing & repairs	3,395		3,395	1,663
Insurance	6,531		6,531	8,177
Training, Travel & Equipment Costs	1,151		1,151	144
Vehicle Depreciation	8,911	14,297	23,208	23,427
Loss (Profit) on Sale of Vehicle			0	0
Covid 19 Costs	4,768		4,768	4,027
Volunteer Centre Office Costs	8,358		8,358	6,957
Audit Accountancy, Legal & I.T. Fees	400		400	400
Professional & Consultancy Fees	3,292		3,292	2,497
Hospital Transport Drivers Mileage Claims	47		47	5,262
Miscellaneous Expenses	1,503		1,503	438
Total Expenditure	69,680	14,297	83,977	88,791
Net Incoming Resources being net income for the year	24,225	8,052	32,277	13,970
Transfer to Development Fund	-(20,000)	0	-(20,000)	-(25,000)
Reconciliation of Funds				
Funds brought forward at 1st April 2021	79,567	36,872	116,439	127,469
Funds carried forward at 31st March 2022	83,793	44,924	128,717	116,439

**CASTLE DONINGTON VOLUNTEER CENTRE**  
**2. BALANCE SHEET AS AT 31<sup>st</sup> MARCH 2022**

	31 March 2022 £	31 March 2021 £
<b>FIXED ASSETS</b>		
Vehicles		
Brought Forward 1 April 2021	62,064	85,490
Additions in the year	0	0
Disposals in the year	0	0
Depreciation charged in the year	-(23,208)	-(23,426)
Carried Forward 31 March 2022	38,855	62,064
<b>CURRENT ASSETS</b>		
Short Term Investments	111,483	110,666
Bank Accounts		
Main Working Account	200,580	149,006
Sundry Debtors & Prepayments	4,264	3,492
Current Assets Total	316,326	263,164
Less Current Liabilities	-(11,268)	-(14,329)
Net Current Assets	305,058	248,835
<b>TOTAL NET ASSETS</b>	343,913	310,899
Represented By:-		
<b>UNRESTRICTED FUNDS</b>		
Revenue fund	83,793	78,831
Development fund	215,196	195,196
<b>RESTRICTED FUNDS</b>	44,924	36,872
<b>TOTAL RESERVES CARRIED FORWARD</b>	343,913	310,899

### 3. ANNUAL AUDIT CERTIFICATE

CASTLE DONINGTON VOLUNTEER CENTRE  
REGISTERED CHARITY NUMBER 1157707  
AUDITORS REPORT FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2022

In accordance with instructions given to me, I have audited the financial statements of the Castle Donington Volunteer Centre  
in accordance with approved auditing standards.

In my opinion, the financial statements give a true and fair view of the organisation's financial affairs as at 31<sup>st</sup> March 2022  
and of its income and expenditure for the period then ended.

Signed Electronically    N Manning

\_\_\_\_\_

Nigel Manning    dated 28th August 2022

\_\_\_\_\_