

## **Annual Report FY 2024 / 2025**



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 2024 / 2025

### Board of Trustees

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

Observer members	Chris Hills	(CD Parish Council)
	Peter Norwell	(CD Parish Council)

### Staff

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

## **Trustees Report For The Year Ended 31<sup>st</sup> March 2025**

The Trustees present their annual report complete with financial statements for the year ending the 31<sup>st</sup> March 2025. 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 Standards applicable in the UK and Republic of Ireland.

### **Structure, Governance and Management**

The charity is governed by its constitution which was adopted in May 2014 and amended in September 2016. The Trustees are appointed or re-appointed at the Annual General Meeting and meet bi-monthly for business.

The trustees of the charity delegate the day to day running of the organisation to the charity's staff.

The Trustees have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to those risks.

### **Objectives and Activities**

Our objective is to promote any charitable purpose for the benefit of the community in Castle Donington and the surrounding area as the trustees see fit and to relieve the charitable needs of those people by the provision of advice and services calculated to relieve such needs.

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aim and objectives and in planning future activities. In particular the trustees consider how planned activities will contribute to the aims and objectives they have set.

## **Achievements and Performance**

The level of performance against objectives reflects the commitment of volunteers who give their valuable time and endless energy freely. The leadership and management of this activity is the primary responsibility of the trustees and paid staff.

## **Reserves Policy**

The Charity's reserves policy is to maintain a level of reserves that ensure, in the event of a reduction in its key funding, or an event demanding investment, the Charity could continue to deliver its services for a period of time whilst considering its position and exploring other funding opportunities. The trustees feel that the Charity's current level of designated reserves is satisfactory in that respect.

## **Chair's Report**

The last year has been one in which we have seen an uplift in our local services covering shopping, social groups and medical car activity. Our community transport supporting these has remained stable, however organisational and private bookings have reduced.

A significant change to our operation has been an enforced move from our long term parking location due to a building expansion on that site. The lack of acceptable local commercial alternatives has been resolved by our move to the Community Hub facilitated by Castle Donington Parish Council.

I am delighted to report that we have been able to recruit and train a number of additional volunteers as drivers, passenger assistants, social group supporters, allotment and kitchen / servers. We will continue to recruit volunteers as this will provide the flexibility as well as the blend of skills required to provide a resilience to our work.

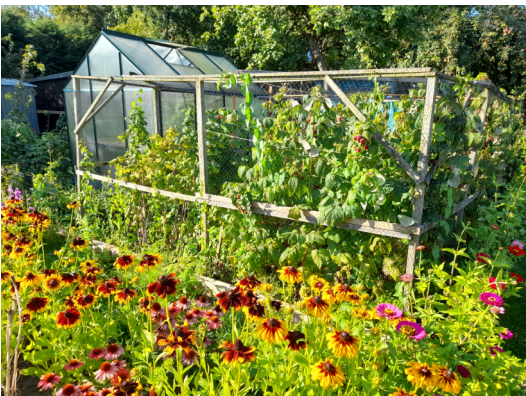
It is important to also recognise a very beneficial increase in the engagement we have with local businesses. We have working relationships with 8 nationally known companies whose local branches visit us for work sessions as part of their community support objectives.

*A selection of highlights follow;*

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

We have amended our monthly Grow-Cook-Share personnel structure to ensure that we have guarantee continuity. Our meals remain popular with diners enjoying both the food and socialising with friends. This is a flagship event much appreciated by all.

My sincere thanks go to personnel that have stepped back from, and to those that have stepped forward to what is a significant commitment.



The allotment planting plan has produced a large quantity of vegetables and soft fruits for the meals plus “companion planted” flowers to provide table centre decorations. Credit goes to our volunteers who produce a wide range of products in what are very well run plots.

### **Friday Group**

Our Friday Group continues to provide a strong social focus to our weekly calendar. Invited speakers, games, quizzes, music and afternoon cakes create a convivial atmosphere.

Regular outings to local venues complete their activities. These sessions are popular which is a tribute to the Volunteer team who organise each session providing variety and entertainment.

## Easy-Movers & Chatter Club

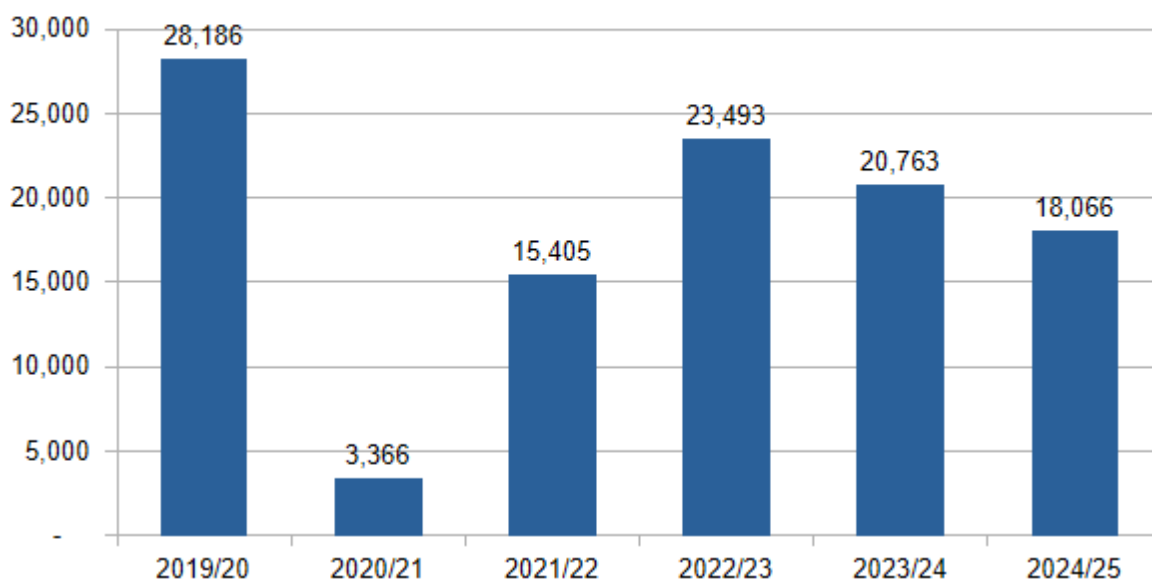
Our Monday and Wednesday exercise and social groups have grown to over 50 people regularly attending. These sessions aim to provide specific training routines to improve their general fitness and stability thereby easing their movement. We have spread the benefit of these classes by moving our Thursday Castle Donington event to a Wednesday slot held in Breedon on the Hill.

## Community Transport

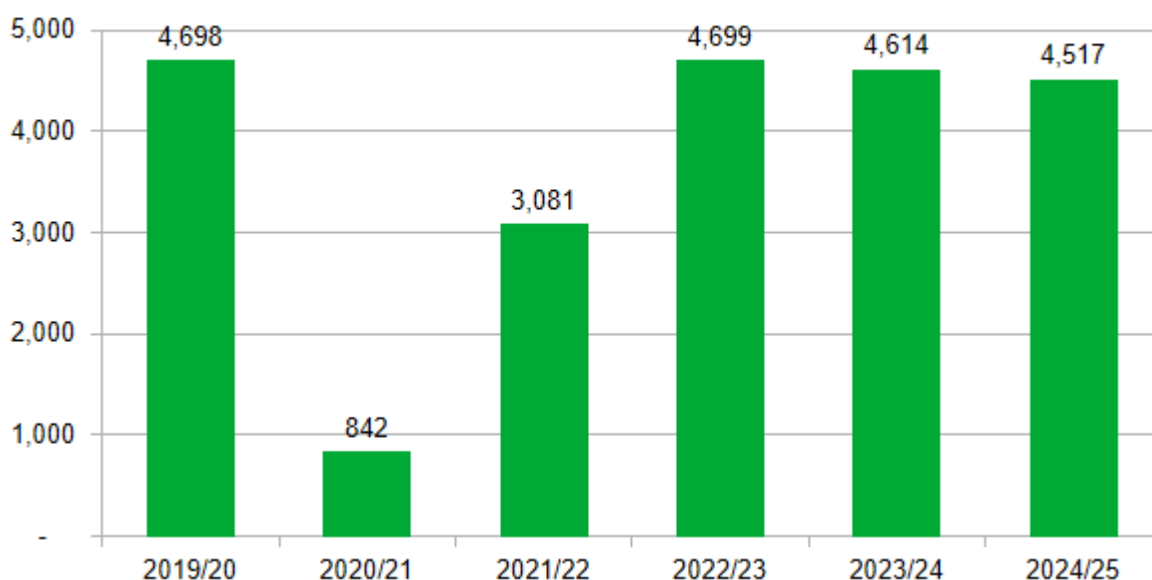
Chargeable miles this financial year reduced by 13% year on year. Whilst our short distance runs have remained stable, the level of longer distance hire remains reduced.

Continuing inflation and budget pressures on booking organisations remain the underlying cause.

Annual Transport Mileage



Average Miles per Vehicle

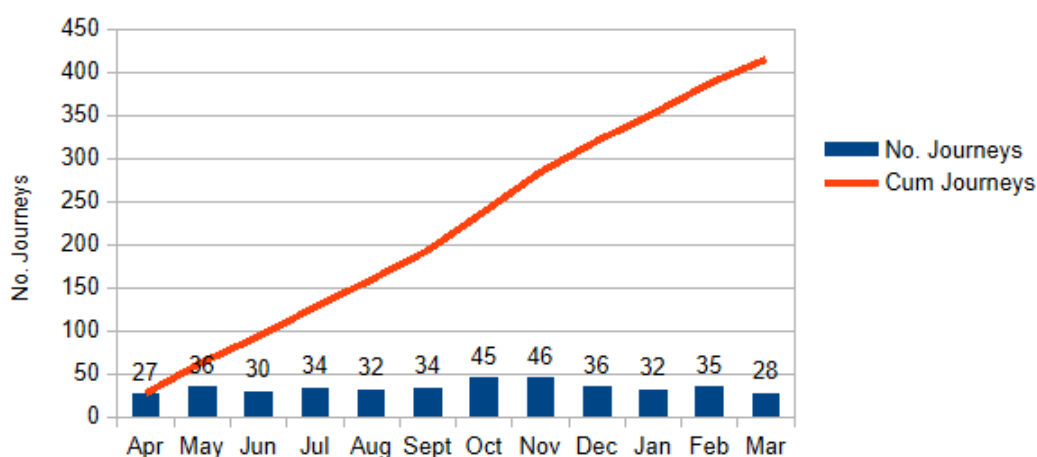


## Medical Car

Demand for Medical Car transport this financial year increased by 66 journeys from 349 to 415 trips year on year, a recovery to normal levels.

This service is an essential provision in what is our setting some 15 miles away from the major hospitals with difficult public transport links to these centres.

Medical Car Journeys 2024-25



## Finances

In year income increased by £2.3k (+2.8%) with operational reductions balanced by interest income.

Careful expenditure control and movement of restricted reserves resulted in a nett increase of funds carried forward increasing by £17.1k

Salaries have appropriately increased as a result of rising living costs and the reflected minimum wage.

## **Challenges**

Careful control of both our cost base and our financial reserve position will continue. Inflation pressures reduced as we completed the financial year but global variables remain.

Volunteer recruitment has been positive this year but specific roles will need to be filled to ensure that we have a clear succession plan, especially for our Trustees and Chair as our age demographic changes.

As last year, our investigations into the future of electric powered wheelchair accessible vehicles (WAV) continues. Our assessment is that the cost of vehicles, when judged against the good condition of our fleet, makes a purchase unlikely until a vehicle replacement becomes necessary.

We look forward to a continuing maturing of the e-WAV supply chain to deliver improved capital, running cost, range and charging benefits. Additionally, the gross weight of current electric options reduces the passenger capacity by 40% relative to existing vehicles. This would fundamentally change the number of vehicles and the logistics of our operation which requires continued analysis and thought. We would like to demonstrate a commitment to a greener transport operation but at present this continues to present a difficult financial and logistical decision.

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

## **Thank You**

We are fortunate to have a dedicated team of volunteers who support us with their ideas and valuable time. We estimate that during the year we generated over 11,000 hours of volunteer time, equivalent to c. £135k of financial value, 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.

Wayne Tranmer BEM  
Chair of Trustees  
September 2025



**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 (Incorporating an Income & Expenditure Account) For the Year Ended 31st March 2025

	Unrestricted Funds	2024/25 Restricted Funds	TOTAL	2023/24 Total
	£	£	£	£
<b>INCOME</b>				
Grant Income Received				
L.C.C.	42,340		42,340	42,340
C.D. Parish Council	0		0	0
Other Grants	0		0	0
Leics. & Rutland County CCG (Hosp. Trans.)	6,317		6,317	6,317
Covid 19 Grants	0		0	0
Community Transport Income	26,812		26,812	29,060
B.S.O.G. Fuel Rebates	1,362		1,362	1,894
General Donations	1,749		1,749	2,485
Hospital Transport Donations	4,169		4,169	3,319
Fundraising	0		0	0
Interest Received	7,811		7,811	2,712
Miscellaneous Income	0		0	88
Total Income	90,561	0	90,561	88,215
<b>EXPENDITURE</b>				
Salary Costs	32,106		32,106	31,340
Community Transport Costs				
Fuel Costs	4,861		4,861	5,597
Maintenance servicing & repairs	7,428		7,428	6,179
Insurance	7,038		7,038	6,740
Training, Travel & Equipment Costs	1,414		1,414	353
Depreciation	6,137	0	6,137	11,838
Loss (Profit) on Sale of Vehicle	0		0	-2,800
Covid 19 Costs	0		0	0
Volunteer Centre Office Costs	7,564		7,564	6,285
Audit Accountancy, Legal & I.T. Fees	1,798		1,798	850
Professional & Consultancy Fees	4,151		4,151	3,981
Hospital Transport Drivers Mileage Claims	3,927		3,927	3,149
Miscellaneous Expenses	2,770		2,770	2,320
Movement of Restricted Reserves excl. depreciation		-5,774	-5,774	4,615
Total Expenditure	79,193	-5,774	73,419	80,447
Net Incoming Resources being net income for the year	11,368	5,774	17,142	7,768
Transfer to Development Fund	0	0	0	0
Reconciliation of Funds				
Funds brought forward at 1st April 2024	108,459	32,112	140,571	132,803
Funds carried forward at 31st March 2025	119,827	37,886	157,713	140,571

# CASTLE DONINGTON VOLUNTEER CENTRE

## 2. BALANCE SHEET AS AT 31 MARCH 2025

	31st March 2025 £	31st March 2024 £
<b>FIXED ASSETS</b>		
Vehicles		
Brought Forward 1 April 2024	6,137	17,974
Additions in the year	0	0
Disposals in the year	0	0
Depreciation charged in the year	-6,137	-11,837
Carried Forward 31 March 2025	0	6,137
<b>CURRENT ASSETS</b>		
Short Term Investments	116,306	111,908
Bank Accounts	252,804	242,079
Sundry Debtors & Prepayments	4,697	8,225
Current Assets Total	373,807	362,211
Less Current Liabilities	-898	-12,581
Net Current Assets	372,909	349,630
<b>TOTAL NET ASSETS</b>	372,909	355,767
Represented By:-		
<b>UNRESTRICTED FUNDS</b>		
Revenue fund	119,827	108,459
Development fund	215,196	215,196
<b>RESTRICTED FUNDS</b>	37,886	32,112
<b>TOTAL RESERVES CARRIED FORWARD</b>	372,909	355,767

### 3. ANNUAL AUDIT CERTIFICATE

**CASTLE DONINGTON VOLUNTEER CENTRE**  
**REGISTERED CHARITY NUMBER 1157707**  
**EXAMINERS REPORT FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2025**

In accordance with instructions given to me, I have examined 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 31st March 2025 and of its income and expenditure for the period then ended.

Signed Electronically    N Manning

Nigel Manning    dated    7th    September 2025

**End of Report**