

Company registration number: 09517850

Charity registration number: 1163193

# Glamorgan Voluntary Services

(A company limited by share capital)

Annual Report and Financial Statements

for the Year Ended 31 March 2021

HSJ Audit Limited  
Severn House  
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Newport  
South Wales  
NP10 8FY

# **Glamorgan Voluntary Services**

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# **Glamorgan Voluntary Services**

## **Trustees' Report**

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements and auditors' report of the charitable company for the year ended 31 March 2021.

### **BACKGROUND**

Glamorgan Voluntary Services is the County Voluntary Council (CVC) for the Vale of Glamorgan.

GVS is the umbrella body for the Vale of Glamorgan's third or voluntary sector and our role is to support, develop and represent third sector organisations and promote volunteering in the Vale of Glamorgan. We have a flourishing membership of some 750 community organisations active in the Vale of Glamorgan. We help to improve the quality of life of people and communities by supporting volunteers, volunteering opportunities and voluntary groups.

Thriving and cohesive communities require active engagement and involvement of local people. There is an increasing role for the third sector in the delivery of services and they have an invaluable role as partners and advocates for local communities. Our expert services help to provide a platform for a vibrant and robust voluntary sector.

Our Vision is of a valued and respected Voluntary Sector, in which GVS serves as a trusted leader, effective strategic partner and model of good practice for the Sector.

Our Mission is that GVS aspires to empower people, inspire excellence, and strengthen communities by stimulating and developing voluntary action.

Our values determine what we do and the way we do it. GVS is committed to:

- Working collaboratively with others.
- Being a learning and enabling organisation.
- Conducting our business with integrity in an open, honest, transparent, and accountable way.
- Recognising and valuing staff and volunteers as our greatest resource and investing in accordingly.
- Voluntary and community action that is fundamental to the development of a democratic and socially inclusive society.
- Diversity and equality of opportunity.
- The value and roles of volunteers and is committed to volunteering.
- Sustainable development.
- Valuing its independence and to working in mutually beneficial partnerships with others for the benefit of its citizens.
- The achievement of quality standards and services.

## **Glamorgan Voluntary Services**

### **Trustees' Report**

#### **1.1 RESPONSE TO COVID-19**

1.1.1 GVS had and continues to have an important role in responding to Covid-19. GVS is a direct deliverer of support to individuals who need help but also a convener and fulcrum for other third sector organisations in the area. GVS helps to connect people to third sector organisations and third sector organisations to the wider public sector.

1.1.2 Throughout the Covid-19 pandemic GVS has:

- Provided direct support to individuals – GVS has supported people with access to food and medicine but have also supported and provided a range of activities that have supported people's emotional wellbeing.
  - Supported 882 individuals into volunteering – an increase of 1178% compared to 19/20.
  - Provided support to the wider sector – GVS has continued to support the wider third sector with volunteers, information and guidance, direct funding and support to access wider pots of funding.
  - Co-ordinated support – GVS has helped co-ordinate support to individuals, but has also worked with the Vale of Glamorgan Council ensuring a co-ordinated response across the Vale of Glamorgan including being part of key Local Authority meetings.
  - Identified and contacted all Vale based Covid-19 support groups set up on social media in response to the coronavirus outbreak.
  - Maintained contact with every community council to log available support measures in each area of the Vale of Glamorgan.
  - Produced and updated a directory of Covid-19 support services available in the Vale.
  - Provided support for individuals aged under 65 seeking information on services available in their area.
  - Promoted third sector offers of help ensuring that statutory partners are aware of these offers.
- Managed seven grants schemes with funding from the Vale of Glamorgan Council, Welsh Government, Comic Relief, Cardiff & Vale University Health Board, Cardiff & Vale Health Charity and NHS Charities Together totalling £291,000. This enabled GVS to get funding quickly and efficiently to local grassroots organisations and groups that were providing vital frontline services to individuals and communities in the Vale of Glamorgan.

Further detailed information regarding our response across service areas is contained within the Achievements and Performance section below.



# **Glamorgan Voluntary Services**

## **Trustees' Report**

### **ACHIEVEMENTS AND PERFORMANCE**

This review looks at what we have achieved and the outcomes of our work in the preceding twelve months. The review also helps us ensure our aims, objectives and activities remained focused on our stated objectives. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities thus ensuring that we continue our promotion of any charitable purpose for the benefit of the communities in the County Borough of the Vale of Glamorgan and the surrounding areas and in particular, the advancement of education, the furtherance of health, the relief of poverty, distress and sickness.

#### **Achievements in year**

GVS' main achievements during the year fall into the following areas:

##### **1.2 IT**

###### **1.2.1 Website**

The GVS website is a major asset to the organisation and the wider Third Sector here in the Vale of Glamorgan. The website contains a range of information including the services we offer, learning opportunities and news updates that impact on the voluntary and community centre. During 2021/22 a new, more dynamic website will be launched.

###### **1.2.2 Social Media**

GVS has made a commitment to ensure that Third Sector organisations operating in the Vale of Glamorgan can gain and build on their skills to make full use of 21st century communication mechanisms. A very comprehensive programme of training courses has been developed for groups and organisations operating in the Vale of Glamorgan. This, together with our own extensive use of social media provides an effective and useful tool to share news and information with our members and the wider sector.

###### **1.2.3 Digital Platforms**

During 2020/21 GVS, in partnership with County Voluntary Councils across Wales and Wales Council for Voluntary Action, continued to use a Wales Wide Customer Relationship Management System (CRM) and a Wales Wide Volunteer Management System.

##### **1.3. Development and Advice Services**

1.3.1 Our offices in Barry (Barry Community Enterprise Centre) and Llantwit Major (CF61) were closed to the public during 2020/21 due to the Covid-19 pandemic. However, GVS quickly adjusted to providing services online. Our online provision was open to members and potential members for advice and development work. We offered information and guidance to assist organisations to operate legally and efficiently e.g. by providing information on registering as a charity, how to put together a governing document and how to develop policies and procedures.

1.3.2 GVS has provided Third Sector organisations with a range of support to develop ideas and projects. Support has been offered in a variety of ways including face to face meetings, e-mail, telephone consultations and briefing sessions. Our range of GVS branded Information Sheets have become popular and these have been invaluable in helping us deal with the more general day to day enquiries. We endeavour to make sure that all our information is available online via our website, enabling our members to access appropriate development information and advice more effectively and at a time that suits them.

## **Glamorgan Voluntary Services**

### **Trustees' Report**

#### **1.4 Information Service**

1.4.1 We act as an information agency for and about our members, maintaining a comprehensive database and ensuring the services of our members are publicised. We continue to produce information leaflets on our services in Welsh. Our information service was accessed 1500 times with members receiving additional information via e-bulletins on a weekly basis.

1.4.2 "Vista", the GVS quarterly magazine, is published in house three times a year and is distributed to some 900 groups and individuals. "Vista" is supplemented by regular updates of newsletters on Health, Social Care and Well Being and Sustainable Funding News. Over the past year, eight updates were produced.

1.4.3 Our comprehensive range of information sheets are available in both English and Welsh for voluntary organisations to access either by hard copy, e-mail or through our website. This service is free to voluntary organisations and continues to be a resounding success.

#### **1.5 Practical Services**

1.5.1 These are a real benefit to many small voluntary organisations with little or no spare income. Low cost, reliable printing, help with desktop publishing, the loan of display equipment for exhibitions and presentations – these are some of the services that GVS offers its member groups.

1.5.2 Our reprographic services was put on hold because of the Covid-19 pandemic. However, towards the end of the reporting period, this service was used some 20 times.

#### **1.6 Networks and Fora**

1.6.1 Our Networks and Fora continue to be a popular way for voluntary and community organisations to access and share information. Networks and Fora supported by GVS were:

##### **1.6.2 Vale Housing and Homelessness Forum**

This Forum is the longest established of all our Networks and Fora. It has been operating ever since GVS came into existence. Its works to terms of reference and is made up of agencies (Third Sector and statutory) that have an interest in housing, homelessness and related problems and issues. The Forum now meets jointly with the Vale Supported People Housing Group. During 2020/21, the Forum met 4 times online due to the Covid-19 pandemic.

1.6.3 The Forum also links in with other strategic partnerships, networks, and fora, e.g. Safer Vale Partnership, Health Social Care and Well Being Network and the Domestic Abuse Forum.

#### **1.7 Funding Service**

1.7.1 GVS' funding and information service provided support to 145 groups throughout the year with a reported £556,000 of funding obtained as a direct result of the advice and information given by GVS.

1.7.2 Three editions of the Sustainable Funding Newsletter were produced containing information on a range of funders along with other useful articles to assist groups in their search for vital funds. Updates are posted two or three times a week on the funding section of the website and regular weekly e-bulletins are sent to over 700 groups.

1.7.3 Twelve Funding Events were held with representatives from two major funders giving valuable advice on a 1-2-1 basis with Third Sector organisations. Some 27 groups attended these sessions. Groups are finding this access to funders, ahead of applying, of great use resulting in a higher success rate.

## **Glamorgan Voluntary Services**

### **Trustees' Report**

1.7.4 Funding is still a major issue for many groups as the economic situation becomes harsher for those groups that receive most of their funding from statutory bodies e.g. local authorities. More groups are seeking funding from other sources, e.g. Trusts and Foundations and this is creating a more competitive environment.

#### **1.8 Training Service**

1.8.1 During the year, despite the pandemic, 14 group training events were delivered, all aimed at building the capacity of local organisations. Training opportunities offered included:

How to run a virtual AGM

Reopening your Community Facility

How to run a Virtual Board Meeting

Being a Trustee

Recruitment, Selection and Management of Volunteers

Writing a Successful Funding Application

Zoom Essentials

1.8.2 A total of 206 delegates attended the training courses with 100% rating the training as either good or excellent.

1.8.3. GVS provides IT and social media 1-2-1 training courses. GVS held three training sessions with all attendees rating the courses as good or excellent.

#### **1.9 Partnership, Consultation and Joint Working**

1.9.1. The Third Sector is seen as an important partner in supporting the work of statutory bodies in a wide range of areas, and GVS is committed to working in partnership to develop and improve local services.

1.9.2 GVS continues to facilitate Third Sector Representation in formal joint planning in accordance with the agreed Protocol between the Local Authority and the Third Sector, via the Health, Social Care and Well Being Network, or via the full GVS membership where appropriate.

1.9.3 GVS has continued to represent the sector on the Public Service Board, Regional Partnership Board, other strategic partnerships, and appropriate sub-groups, ensuring the voice of the sector and the wider community is heard at all levels. In addition, with the Reshaping of Services agenda, GVS has been heavily involved in consultations and discussions with service providers regarding the participation of the Third Sector in the shaping and delivery of future services. GVS and other Third Sector organisations have been working with the local authority to ensure that people and communities are engaged every step of the way.

1.9.4 Some of the key Strategic Partnerships on which GVS plays a key role include:

Vale Public Service Board

Vale Business Intelligence Group

Cross Service Tackling Poverty Group

Vale Reshaping Services Board

Vale Reshaping Services Challenge Group

## **Glamorgan Voluntary Services**

### **Trustees' Report**

Children and Young People's Partnership

Families First Strategic Executive Group

Flying Start Strategic Executive Group

Cardiff and Vale Integrated Health & Social Care Regional Programme Board

Cardiff and Vale Integrated Health & Social Care Strategic Leadership Group

Shaping Our Future Wellbeing Project Board

Creative Rural Communities Local Action Group

Safer Vale Partnership

Equalities Consultative Forum

Barry Regeneration Area Board

Voluntary Sector Joint Liaison Committee

Town & Community Councils Joint Liaison Committee

Town & Community Council Project Team

Joint Working Groups

Covid-19 Vaccine Stakeholder Group

Cardiff and Vale Ageing Well Group

Cardiff and Vale University Health Board (UHB) Stakeholder Reference Group

Cardiff and Vale Safeguarding Board

Cardiff University School of Social Sciences Ethics Committee

Cardiff & Vale Action for Mental Health Mental Health Forum

Cardiff and Vale Carers Workstream

Cardiff and Vale Carer Friendly Accreditation Panel

Cardiff and Vale Carers Gateway steering group

Cardiff and Vale Carers Support and Information Network Group (CSING) facilitated by GVS

Change Plan – Change Co-ordination Group

Greenlinks Steering Group

Domestic Abuse Forum

Health, Social Care and Well Being Business Planning Group

Regional Work Programme (RWP) Business Group and Operational Group

## **Glamorgan Voluntary Services**

### **Trustees' Report**

RWP Carers Training and Development subgroup (chaired by GVS)

Sport Lot Community Chest

Shaping Our Future Wellbeing (SOFW) Wellbeing Hub in Penarth group

SOFW Wellbeing Centre in Barry Hospital group

Food Vale

Integrated Health & Social Care Social Value Forum

Cardiff and Vale Learning Disability Planning Group

UHB's Children and Women's Clinical Board Charity and Voluntary Reference Group

Disability Futures (attendance led by C3SC)

Cardiff and Vale Advocacy Network (facilitated by GVS)

UHB Corporate Induction days each month (for new staff)

National networks

Third Sector Support Wales

Wales Association of County Voluntary Councils

Wales Council for Voluntary Action Assembly Liaison Group

Wales Council for Voluntary Action Equality and Human Rights Coalition

Wales Council for Voluntary Action Health and Social Care network

Wales Funders Forum

#### **1.10 Health, Social Care and Well Being**

##### **1.10.1 The Health, Social Care and Wellbeing Network**

This network provides an opportunity to bring together all voluntary organisations operating in the Vale of Glamorgan who have an interest in health and social care. It facilitates a strong, collective voice, supports the involvement of voluntary organisations in planning, development and delivery of health and social care services, influences health and social care policy to bring about change and improve services and facilitates communication between the voluntary and statutory and other sectors. The Network has increased in numbers over the year and currently has over 400 members.

1.10.2 The Network provided an effective mechanism for reaching out to the third sector during Covid-19. GVS was able to find out from Network members about changes in service delivery and utilised this information to produce third sector service directories for the use of the general public and health and social care staff. This helped people get the help they needed during the pandemic. The Network also held one virtual meeting focussed on older people's services.



## **Glamorgan Voluntary Services**

### **Trustees' Report**

1.10.3 The Network e-bulletins, due to popular demand, are now sent weekly rather than monthly. The e-bulletins include updates on health and social care services in the Vale of Glamorgan, updates from Cardiff and Vale University Health Board, the Vale of Glamorgan Council, Public Health Wales, from Third Sector organisations and general wellbeing information. The e-bulletin also provided a useful way of disseminating Covid-19 guidance and information on the vaccine roll out.

1.10.4 The Cardiff and Vale University Health Board worked closely with GVS in 20/21. This was not just in relation to Covid-19, but in also sharing information about their services and developments, eg CAV 24/7 and Shaping our Future Clinical Services. GVS supported the third sector to provide feedback and also provided feedback on behalf of the sector. During 20/21 GVS supported the key strategic principles of the Health Board.

GVS Health and Social Care Facilitators worked with the Cardiff and Vale Public Health Team to ensure that third sector priority frontline staff and volunteers were able to access the Covid-19 vaccine at the same time as priority health and social care staff. The scoping of third sector roles successfully included a wide range of third sector organisations, all of which were pleased to be acknowledged as priority frontline.

Funding schemes administered by GVS focussing on Health and Well Being:

- Intermediate Care Fund (ICF) – Supporting Older People in the Vale
- Cardiff and Vale University Health Charity
- ICF Third Sector Capital Investment Fund

#### **1.11 Volunteering**

1.11.1 GVS' volunteering service offers a one-stop resource for information, advice and guidance on all aspects of volunteering for both volunteers and recruiting organisations. We aim to link the skills, experiences, time, and enthusiasm of local people looking to volunteer with organisations seeking to develop their services. This service is delivered through several venues across the Vale, as well as at our main office in Barry, to ensure that we can reach those across the county. Our centre in Llantwit Major, CF61, has also provided GVS with opportunities to further develop our volunteering outreach work.

1.11.2 Volunteering offers valuable experience which could aid study, help someone decide if they are thinking about a change in career or simply give them the opportunity to put something back into their community.

1.11.3 The highlights of our Volunteering Development work in 2020/21 were greatly affected by the Covid-19 pandemic and subsequent lockdowns.

i. Enquiries regarding volunteering in the Vale of Glamorgan during March to June 2020 showed an increase in enquiries of 1067% - from 84 in the same period 2019 to 981 in 2020.

ii. The number of people who GVS then found an opportunity to volunteer in the community showed an increase in placements of 1178% - from 69 in the same period 2019 to 882 in 2020.

iii. For Volunteers Week 2020 all activities were delivered on line due to the Covid lockdown. Through Social Media and other online resources GVS reached 14,222 people across the Vale, and engaged with 4172.

1.11.4 Our Youth Led Grant helped local organisations provide more youth volunteering opportunities in the Vale of Glamorgan. We were pleased to present grants to three successful youth projects with a total of £2,549 distributed.

## **Glamorgan Voluntary Services**

### **Trustees' Report**

1.11.5 Our ReBuild project, funded by the Big Lottery Fund to support people into volunteering to achieve wellbeing came to an end in March 2021. We have however been successful in securing a further 12 months for the FoodShare initiative created by the ReBuild project. ReBuild delivered a mental health volunteering project across the western part of the Vale of Glamorgan. With a focus on peer support and meaningful interaction the project introduced people into volunteering and provided them with the support needed to succeed and improve their physical and mental health.

1.11.6 Our Track 2000 Community Fund complemented the ReBuild project with a part time Volunteer Co-ordinator developing links with volunteering organisations. This project ended in March 2021.

1.11.7 The Connected Carers project, funded by the Big Lottery Fund and led by GVS, delivered in partnership with Touch Trust and Cardiff & Vale Parents Federation. Connected Carers support family carers of people with a life-long and / or life limiting condition. This project ended in March 2021. Due to lockdown restrictions, Cardiff & Vale Parents Federation arranged online social gatherings discussing issues carers faced.

1.11.8 GVS's volunteering service offers a huge array of volunteering roles depending on the volunteers' interests and skills. Volunteers provide invaluable help in the work of Third Sector organisations and beyond, which often enhance the range of services offered by paid staff.

#### **1.12 GVS' Environmental Impact**

1.12.1 GVS is committed to the welfare of the environment and endeavours to have a positive environmental impact. GVS recycles its printer cartridges, paper, tins, bottles, cardboard, plastics, and most office equipment. GVS strives to send more and more information by e-mail and sends its membership approval packs by e-mail and using electronic questionnaires and evaluation forms instead of hard copies. We are also moving more of our service delivery on line (e.g. virtual meetings) as a direct result of Covid-19.

#### **1.13 Efficiency Savings**

1.13.1 GVS is committed and determined to make the best use of funders' money so has made efficiency savings in several areas. GVS constantly aims to become more efficient in every area of its work. Some of the saving initiatives include: encouraging all contacts to receive GVS' Vista magazine and supplements by e-mail; introducing an e-bulletin service; restricting telephone calls made to mobile phones; turning off electrical items when not in use; using a smaller GVS room for our training courses rather than paying for room hire and encouraging our staff to only print if required. This, together with constant vigilance and hard negotiation, continues to ensure that GVS is getting the best possible deals on contracts and services.

#### **1.14 Projects**

1.14.1 **ReBuild and Track 2000** (See report in Volunteering 1.11.6 and 1.11.7)

##### **1.14.2 Connected Carers**

The Connected Carers project, funded by the Big Lottery Fund, is led by GVS, and delivered in partnership with Touch Trust and Cardiff & Vale Parents Federation. Connected Carers support family carers of people with a life-long and / or life limiting condition.

Cardiff & Vale Parents Federation arrange social gatherings in venues across Cardiff and the Vale at a range of times which best suit the carers to juggle a meeting with their difficult and demanding caring role. They can discuss their problems with like-minded people, many of whom have experienced similar problems / issues, who completely understand that problem and can offer support and solutions. Touch Trust organise Time For Me days which give carers the opportunity to relax and unwind with a head, body, or foot massage or to take part in a creative workshop.

## **Glamorgan Voluntary Services**

### **Trustees' Report**

#### **1.14.3 Third Sector Locality Officer**

The project (funded by Cardiff & Vale University Health Board) supported and promoted the development of a dynamic network focussing on the Western Vale of Glamorgan which recognised, linked up and expanded the assets in our communities to support the population's health and wellbeing and helped foster individual and community resilience.

The project provided a mechanism in the Western Vale of Glamorgan area whereby key individuals and local wellbeing activities and assets could be identified, supported, developed, and promoted. Asset and activity gaps were identified, and communities supported to develop opportunities that meet their need.

#### **1.14.4 Dewis**

Funded by the Vale of Glamorgan Council, this project aims to encourage Vale based Third Sector organisations to enter their details about their services onto the DEWIS portal – [www.dewis.wales](http://www.dewis.wales)

The project focussed on:

- i. Scoping Vale based organisations already on DEWIS and identify target organisations to encourage to enter data and/or update existing entry.
- ii. Providing 1-2-1 and group support to identified organisations regarding data entry, updating information.
- iii. Arranging for marketing of DEWIS through GVS and other appropriate websites, social media networks and e-bulletins.
- iv. Attending appropriate Third Sector meetings and events to promote DEWIS
- v. Acting as editor; receive e-mail updates when entries are going out of date (at 6 months), work with organisations which have not updated, approve updated entries and check accuracy of information.
- vi. Attending the editorial group.

#### **1.15 CF61**

1.15.1 GVS has purchased a 99-year lease on the former Llantwit Major Youth Centre, Station Road, Llantwit Major, CF61 1ST. It has been refurbished as a community resource and the venue, now called "CF61", aims to serve the local community. CF61 is a community space that is available to rent for a multitude of activities at an affordable rate. The building is fully accessible and welcoming. As a venue it is ideal for children's parties and activities; meetings and conferences; fitness and wellbeing classes as well as many other community activities and functions. The building contains a main hall and two smaller rooms. GVS has organised two successful community fayres.

1.15.2 CF61 has quickly embedded itself in the community with regular sessions including: Wellbeing sessions; Wellbeing Café and FareShare; Volunteering Advice; Boxercise; Music and dance classes; fitness; Tai Chi; youth and children's activity sessions. All proceeds are re-invested into the Centre to continually improve the facility for the local community.

#### **1.15.3 Achievements:**

- 33 private bookings from organisations and businesses, including 14 delivering regular weekly sessions
- 10 Training sessions



# **Glamorgan Voluntary Services**

## **Trustees' Report**

### **2. Future Plans**

Glamorgan Voluntary Services is well placed to serve and support the third sector and the communities of the Vale of Glamorgan and surrounding area. The sector is operating within a constrained economic environment and GVS is no different especially in the light of the Covid-19 pandemic. As funders and partners are hit by austerity and the impact of Covid-19 the knock on effect to GVS is very likely to be a reduction in core funding which we have already experienced in real terms. There will also be greater competition for the funding that is available.

It will be important that GVS continues to make efficiency savings in the successful manner of the past year, but having implemented these progressively over a sustained period of time, the opportunity to make such savings continues to reduce year on year.

Different ways of working and delivering services to our membership are constantly being explored with focus on moving more services into digital delivery in the light of the Covid-19 pandemic. It will be imperative that additional sources of funding continue to be secured in the way that we have managed throughout this past year. Above all opportunities to develop unrestricted income streams need to be pursued, whether through donations or standalone income generation as has been achieved in this past year.

We have recently obtained another building on a long lease via Community Asset Transfer (CAT) from the Local Authority. Our research has shown that the building, to be known as Illtud House, with appropriate development and management, would provide the sort of additional income that would greatly assist GVS' financial wellbeing. The building is ideally situated in Llantwit Major on the same site as CF61. GVS aims to relocate from our current premises in Barry to Illtud House, Llantwit Major.

GVS is also in the process of negotiating a long lease for another building in Penarth.

Whilst GVS is dedicated to ensuring that all these plans are successful, the Board of Trustees is mindful that its plans must be financially robust and subject to due diligence whilst remaining flexible to meet the ever-changing external environment.

## **Glamorgan Voluntary Services**

### **Trustees' Report**

#### **Financial review**

##### **Financial position**

The net movement in funds for the period ended 31 March 2020 is £173,860 (2020: £50,965).

The surplus for the period of £173,860 is split between (£68,790) on restricted activities and £242,650 relating to unrestricted activities after all transfers reflecting any specific uses of funds have been made.

As at 31 March 2021, the charity was reporting total funds carried forward of £826,517 (2020: £652,657) of which £4,815 are represented by restricted funds with the balance of £821,702 being unrestricted.

##### **Reserves policy**

The trustees acknowledge the need to retain a level of available reserves to ensure the continuance of at least the current level of service delivery. The current economic climate is such that income levels are likely to fall, giving rise to possible annual deficits. The annual staff costs are currently exceeding £450k and the trustees are only too well aware of the time delays when applying for new funding streams. This policy has been reviewed and the trustees are aiming to build sufficient reserves for running costs, contractual obligations and redundancy pay-outs. The trustees also regularly review the minimum level of cash reserves below which they feel it would be imprudent to continue operations.

The Charity relies heavily upon external funding in the form of grants to support its activities as well as those other charitable organisations with which it works in furtherance of charitable objects. Such funding sources are subject to change and cannot be guaranteed. In addition, the Charity undertakes project driven work for which restricted income is received, and whilst this funding is crucial to project delivery it is sometimes insufficient to satisfy all of the Charity's objectives. As a result, the Charity uses its unrestricted reserves to support such projects.

The trustees also wish to ensure the reserves are robust enough to meet redundancy and other statutory costs should the Charity have to reduce or cease its level of activities.

The level of available reserves, i.e. those unrestricted reserves excluding fixed assets funds, amounted to £510,829 (2020 :£448,382).

# **Glamorgan Voluntary Services**

## **Trustees' Report**

### **Structure, governance and management Governing document**

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

**Reference and administrative details Registered Company number** 09517850 (England and Wales)

### **Registered Charity number**

1163193

### **Registered office**

Barry Community Enterprise Centre

Skomer Road

Barry

Vale of Glamorgan

CF62 9DA

### **Trustees**

G Benfield OBE

S P Cox

S Davies

C K Hawkins

G J Munro

L Wallis

P J Finch BEM

M Major MBE

M Edwards

J E Winter

C Economides

## **Glamorgan Voluntary Services**

### **Trustees' Report**

#### **Auditors**

HSJ Audit Limited

Severn House

Hazell Drive

Newport

NP10 8FY

#### **Statement of trustees responsibilities**

The trustees (who are also the directors of Glamorgan Voluntary Services for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

select suitable accounting policies and then apply them consistently; observe the methods and principles in the Charity SORP; make judgements and estimates that are reasonable and prudent;

prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006'. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

#### **Auditors**

The auditors, HSJ Audit Limited, Statutory Auditors, will be proposed for re-appointment at the forthcoming Annual General Meeting.

The annual report was approved by the trustees of the charity on 12 August 2021 and signed on its behalf by:



Mr G Benfield OBE  
Chairman and Trustee

## **Glamorgan Voluntary Services**

### **Independent Auditor's Report to the Members of Glamorgan Voluntary Services**

#### **Opinion**

We have audited the financial statements of Glamorgan Voluntary Services (the 'charity') for the year ended 31 March 2021, which comprise the Statement of Financial Activities, Balance Sheet, Statement of Cash Flows, and Notes to the Financial Statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is United Kingdom Accounting Standards, comprising Charities SORP - FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and applicable law (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charitable company's trustees, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its trustees as a body, for our audit work, for this report, or for the opinions we have formed.

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2021 and of its results for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

#### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### **Conclusions relating to going concern**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

#### **Other information**

The trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

## **Glamorgan Voluntary Services**

### **Independent Auditor's Report to the Members of Glamorgan Voluntary Services**

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

#### **Opinion on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' Report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Trustees' Report has been prepared in accordance with applicable legal requirements.

#### **Matters on which we are required to report by exception**

In the light of our knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Report.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

#### **Responsibilities of trustees**

As explained more fully in the (set out on page ), the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

## Glamorgan Voluntary Services

### Independent Auditor's Report to the Members of Glamorgan Voluntary Services

#### Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.



Mr Andrew Hill FCCA DChA (Senior Statutory Auditor)  
For and on behalf of HSJ Audit Limited, Statutory Auditor

Severn House  
Hazell Drive  
Newport  
South Wales  
NP10 8FY

Date: 26/08/2021



## Glamorgan Voluntary Services

### Statement of Financial Activities for the Year Ended 31 March 2021 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2021 £
<b>Income and Endowments from:</b>				
Donations and legacies	3	519	-	519
Charitable activities	4	385,244	670,265	1,055,509
Other trading activities	5	19,624	-	19,624
Investment income	6	263	-	263
Total income		<u>405,650</u>	<u>670,265</u>	<u>1,075,915</u>
<b>Expenditure on:</b>				
Charitable activities	7	<u>(163,000)</u>	<u>(739,055)</u>	<u>(902,055)</u>
Total expenditure		<u>(163,000)</u>	<u>(739,055)</u>	<u>(902,055)</u>
Net income/(expenditure)		<u>242,650</u>	<u>(68,790)</u>	<u>173,860</u>
Net movement in funds		242,650	(68,790)	173,860
<b>Reconciliation of funds</b>				
Total funds brought forward		<u>579,052</u>	<u>73,605</u>	<u>652,657</u>
Total funds carried forward	18	<u>821,702</u>	<u>4,815</u>	<u>826,517</u>



## Glamorgan Voluntary Services

### Statement of Financial Activities for the Year Ended 31 March 2021 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2020 £
<b>Income and Endowments from:</b>				
Donations and legacies	3	7	-	7
Charitable activities	4	292,446	449,765	742,211
Other trading activities	5	23,420	-	23,420
Investment income	6	2,050	-	2,050
Other income		376	-	376
Total income		<u>318,299</u>	<u>449,765</u>	<u>768,064</u>
<b>Expenditure on:</b>				
Charitable activities	7	<u>(311,500)</u>	<u>(405,599)</u>	<u>(717,099)</u>
Total expenditure		<u>(311,500)</u>	<u>(405,599)</u>	<u>(717,099)</u>
Net income		6,799	44,166	50,965
Transfers between funds		<u>2,891</u>	<u>(2,891)</u>	<u>-</u>
Net movement in funds		9,690	41,275	50,965
<b>Reconciliation of funds</b>				
Total funds brought forward		<u>569,362</u>	<u>32,330</u>	<u>601,692</u>
Total funds carried forward	18	<u><u>579,052</u></u>	<u><u>73,605</u></u>	<u><u>652,657</u></u>

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2020 is shown in note 18.

# Glamorgan Voluntary Services

(Registration number: 09517850)  
Balance Sheet as at 31 March 2021

	Note	2021 £	2020 £
<b>Fixed assets</b>			
Tangible assets	14	125,873	130,670
<b>Current assets</b>			
Debtors	15	164,551	6,532
Cash at bank and in hand		<u>801,492</u>	<u>588,741</u>
		966,043	595,273
<b>Creditors: Amounts falling due within one year</b>	16	<u>(265,399)</u>	<u>(73,286)</u>
<b>Net current assets</b>		<u>700,644</u>	<u>521,987</u>
<b>Net assets</b>		<u>826,517</u>	<u>652,657</u>
<b>Funds of the charity:</b>			
<b>Restricted funds</b>		4,815	73,605
<b>Unrestricted income funds</b>			
Unrestricted funds		<u>821,702</u>	<u>579,052</u>
<b>Total funds</b>	18	<u>826,517</u>	<u>652,657</u>

The financial statements on pages 18 to 35 were approved by the trustees, and authorised for issue on 12 August 2021 and signed on their behalf by:



Mrs S Davies  
Trustee

## Glamorgan Voluntary Services

### Statement of Cash Flows for the Year Ended 31 March 2021

	Note	2021 £	2020 £
<b>Cash flows from operating activities</b>			
Net cash income		173,860	50,965
<b>Adjustments to cash flows from non-cash items</b>			
Depreciation		8,246	7,815
Investment income	6	<u>(263)</u>	<u>(2,049)</u>
		181,843	56,731
<b>Working capital adjustments</b>			
Increase in debtors	15	(158,019)	(4,159)
Decrease in creditors	16	(35,996)	(12,184)
Increase/(decrease) in deferred income		<u>228,109</u>	<u>(24,405)</u>
Net cash flows from operating activities		<u>215,937</u>	<u>15,983</u>
<b>Cash flows from investing activities</b>			
Interest receivable and similar income	6	263	2,050
Purchase of tangible fixed assets	14	<u>(3,449)</u>	<u>(49,883)</u>
Net cash flows from investing activities		<u>(3,186)</u>	<u>(47,833)</u>
Net increase/(decrease) in cash and cash equivalents		212,751	(31,850)
Cash and cash equivalents at 1 April		<u>588,741</u>	<u>620,591</u>
Cash and cash equivalents at 31 March		<u><u>801,492</u></u>	<u><u>588,741</u></u>

All of the cash flows are derived from continuing operations during the above two periods.

## **Glamorgan Voluntary Services**

### **Notes to the Financial Statements for the Year Ended 31 March 2021**

#### **1 Charity status**

The charity is limited by share capital, incorporated in .

The address of its registered office is:

Barry Community Enterprise Centre

Skomer Rd

Barry

CF64 9DA

These financial statements were authorised for issue by the trustees on 12 August 2021.

#### **2 Accounting policies**

##### **Summary of significant accounting policies and key accounting estimates**

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

##### **Statement of compliance**

The financial statements have been prepared in accordance with 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 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

##### **Basis of preparation**

Glamorgan Voluntary Services 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 notes.

##### **Going concern**

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

##### **Income and endowments**

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

##### **Donations and legacies**

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

## **Glamorgan Voluntary Services**

### **Notes to the Financial Statements for the Year Ended 31 March 2021**

#### ***Grants receivable***

Revenue grants are recognised in the period in which the expenditure to which they relate is incurred. Where there are conditions attached to the use of these grants they are credited to the restricted fund. All other revenue grants are included in the general fund in unrestricted funds.

#### ***Deferred income***

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which, it has been received. Such income is only deferred when:

- The donor specifies that the grant or donation must only be used in future accounting periods; or
- The donor has imposed conditions which must be met before the charity has unconditional entitlement.

#### ***Investment income***

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

#### ***Expenditure***

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

#### ***Charitable activities***

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

#### ***Grant provisions***

Provisions for grants are made when the intention to make a grant has been communicated to the recipient but there is uncertainty about either the timing of the grant or the amount of grant payable.

#### ***Other expenditure***

Redundancy costs are recognised where a contract comes to an end and leads to the termination of employment of a role specifically linked to that funding.

#### ***Support costs***

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

#### ***Governance costs***

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees's meetings and reimbursed expenses.

## **Glamorgan Voluntary Services**

### **Notes to the Financial Statements for the Year Ended 31 March 2021**

#### **Taxation**

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

#### **Tangible fixed assets**

Individual fixed assets costing £1,000.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

#### **Depreciation and amortisation**

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

<b>Asset class</b>	<b>Depreciation method and rate</b>
Long leasehold	Straight line over the lease term
Computer equipment	3 years straight line
Plant and machinery	3 years straight line

#### **Trade debtors**

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

#### **Cash and cash equivalents**

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

#### **Trade creditors**

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

## Glamorgan Voluntary Services

### Notes to the Financial Statements for the Year Ended 31 March 2021

#### Fund structure

Unrestricted income funds are general funds that are available for use at the trustees's discretion in furtherance of the objectives of the charity.

Designated funds are unrestricted funds set aside for specific purposes at the discretion of the trustees.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

#### 3 Income from donations and legacies

	Unrestricted funds		
	General £	Total 2021 £	Total 2020 £
Donations and legacies;			
Donations from individuals	519	519	7
	<u>519</u>	<u>519</u>	<u>7</u>

#### 4 Income from charitable activities

	Unrestricted funds			
	General £	Restricted funds £	Total 2021 £	Total 2020 £
Membership fees	2,679	-	2,679	2,410
Services for members	3,068	-	3,068	12,386
Grants	379,497	670,265	1,049,762	727,415
	<u>385,244</u>	<u>670,265</u>	<u>1,055,509</u>	<u>742,211</u>

#### 5 Income from other trading activities

	Unrestricted funds		
	General £	Total 2021 £	Total 2020 £
Property rental income	19,624	19,624	23,420
	<u>19,624</u>	<u>19,624</u>	<u>23,420</u>

# Glamorgan Voluntary Services

## Notes to the Financial Statements for the Year Ended 31 March 2021

### 6 Investment income

	Unrestricted funds	Total 2021	Total 2020
	General £	£	£
Interest receivable and similar income; Interest receivable on bank deposits	263	263	2,050

### 7 Expenditure on charitable activities

	Unrestricted funds	Restricted funds	Total 2021	Total 2020
	General £	£	£	£
Direct charitable activity	118,077	445,185	563,262	520,786
Grant funding of activities	-	293,870	293,870	161,775
Allocated support costs	23,930	-	23,930	21,924
Governance costs	20,993	-	20,993	12,614
	<u>163,000</u>	<u>739,055</u>	<u>902,055</u>	<u>717,099</u>



## Glamorgan Voluntary Services

### Notes to the Financial Statements for the Year Ended 31 March 2021

#### 8 Analysis of governance and support costs

##### Charitable activities expenditure

		Unrestricted funds	Total 2021	Total 2020
	Basis of allocation	General £	£	£
Staff costs	A	22,547	22,547	21,276
Rent	A	1,383	1,383	648
		<u>23,930</u>	<u>23,930</u>	<u>21,924</u>

##### Basis of allocation

Reference	Method of allocation
A	5% of total annual expenditure

##### Governance costs

	Unrestricted funds	Total 2021	Total 2020
	General £	£	£
Audit fees			
Audit of the financial statements	1,600	1,600	1,600
Other fees paid to auditors	2,000	2,000	2,000
Legal fees	17,393	17,393	9,014
	<u>20,993</u>	<u>20,993</u>	<u>12,614</u>

## Glamorgan Voluntary Services

### Notes to the Financial Statements for the Year Ended 31 March 2021

#### 9 Grant-making

Below are details of material grants made to institutions

Name of institution	Activity	2021 £	2020 £
Multiple institutions	Third Sector Preventative Interventions Fund	51,000	22,182
Multiple institutions	ICF Capital Investment and Revenue Investment Fund	140,000	100,000
Multiple institutions	Health Charity	28,645	34,818
Multiple institutions	Comic Relief Grant	26,591	-
Multiple institutions	Dish Out Dosh	3,478	4,775
Multiple institutions	Charities Together	17,158	-
Multiple institutions	Welsh Government COVID-19	25,000	-
Multiple institutions	Vale of Glamorgan COVID-19	2,000	-
		<u>293,872</u>	<u>161,775</u>

#### 10 Net incoming/outgoing resources

Net incoming resources for the year include:

	2021 £	2020 £
Operating leases - other assets	13,215	12,953
Audit fees	1,600	1,600
Other non-audit services	2,000	2,000
Depreciation of fixed assets	<u>8,246</u>	<u>7,815</u>

#### 11 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

## **Glamorgan Voluntary Services**

### **Notes to the Financial Statements for the Year Ended 31 March 2021**

#### **12 Staff costs**

The aggregate payroll costs were as follows:

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
<b>Staff costs during the year were:</b>		
Wages and salaries	394,455	365,257
Social security costs	33,582	32,629
Pension costs	22,902	20,435
	<u>450,939</u>	<u>418,321</u>

The monthly average number of persons (including senior management team) employed by the charity during the year expressed as full time equivalents was as follows:

	<b>2021</b>	<b>2020</b>
	<b>No</b>	<b>No</b>
Directors & Management	3	3
Finance	1	1
Voluntary support	10	11
	<u>14</u>	<u>15</u>

All employees received emoluments of less than £60,000 during the year.

The total employee benefits of the key management personnel of the charity were £126,631 (2020 - £123,581).

## Glamorgan Voluntary Services

### Notes to the Financial Statements for the Year Ended 31 March 2021

#### 13 Taxation

The charity is a registered charity and is therefore exempt from taxation.

#### 14 Tangible fixed assets

	Land and buildings £	Furniture and equipment £	Total £
<b>Cost</b>			
At 1 April 2020	117,659	29,511	147,170
Additions	-	3,449	3,449
At 31 March 2021	<u>117,659</u>	<u>32,960</u>	<u>150,619</u>
<b>Depreciation</b>			
At 1 April 2020	2,353	14,147	16,500
Charge for the year	<u>2,353</u>	<u>5,893</u>	<u>8,246</u>
At 31 March 2021	<u>4,706</u>	<u>20,040</u>	<u>24,746</u>
<b>Net book value</b>			
At 31 March 2021	<u>112,953</u>	<u>12,920</u>	<u>125,873</u>
At 31 March 2020	<u>115,306</u>	<u>15,364</u>	<u>130,670</u>

#### 15 Debtors

	2021 £	2020 £
Trade debtors	3,363	6,532
Prepayments	<u>161,188</u>	<u>-</u>
	<u>164,551</u>	<u>6,532</u>

#### 16 Creditors: amounts falling due within one year

	2021 £	2020 £
Trade creditors	2,026	36,788
Accruals	3,942	5,176
Deferred income	<u>259,431</u>	<u>31,322</u>
	<u>265,399</u>	<u>73,286</u>

## Glamorgan Voluntary Services

### Notes to the Financial Statements for the Year Ended 31 March 2021

	2021 £
Deferred income at 1 April 2020	(31,322)
Resources deferred in the period	(259,431)
Amounts released from previous periods	<u>31,322</u>
Deferred income at 31 March 2021	<u>(259,431)</u>

#### 17 Obligations under leases and hire purchase contracts

##### Operating lease commitments

Total future minimum lease payments under non-cancellable operating leases are as follows:

	2021 £	2020 £
<b>Land and buildings</b>		
Within one year	<u>-</u>	<u>11,098</u>
<b>Other</b>		
Within one year	3,800	3,800
Between one and five years	<u>4,123</u>	<u>7,923</u>
	<u>7,923</u>	<u>11,723</u>

#### 18 Funds

	Balance at 1 April 2020 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2021 £
<b>Unrestricted funds</b>					
<i>General</i>					
General fund	394,052	405,651	(140,335)	(22,666)	636,702
<i>Designated</i>					
Asset renewal and improvement	100,000	-	(22,666)	22,666	100,000
Research, development and business plan implementation	<u>85,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>85,000</u>
	<u>185,000</u>	<u>-</u>	<u>(22,666)</u>	<u>22,666</u>	<u>185,000</u>
<b>Total Unrestricted funds</b>	<u>579,052</u>	<u>405,651</u>	<u>(163,001)</u>	<u>-</u>	<u>821,702</u>
<b>Restricted funds</b>					
Cardiff & Vale UHB - Building Stronger Bridges	1,114	37,478	(36,604)	-	1,988
Vale Youth Forum	254	-	-	-	254

## Glamorgan Voluntary Services

### Notes to the Financial Statements for the Year Ended 31 March 2021

	Balance at 1 April 2020 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2021 £
Welsh Government WCVA - GwirVol	929	3,788	(4,717)	-	-
Cardiff and Vale Third Sector ICF Capital Investment Fund	-	274,749	(274,749)	-	-
Big Lottery – Connected Carers	33,233	36,036	(69,269)	-	-
Dewis	-	5,350	(5,350)	-	-
Cardiff & Vale Health Charity	-	31,645	(31,645)	-	-
Cardiff & Vale UHB - Third Sector Locality	-	17,158	(17,158)	-	-
Cardiff & Vale UHB - Ffrind I Mi Initiative	5,000	-	(5,000)	-	-
Vale of Glamorgan Council - Third Sector Broker	14,284	12,711	(24,422)	-	2,573
Vale of Glamorgan Council - Third Sector Preventative Interventions Fund	-	54,000	(54,000)	-	-
Big Lottery - Rebuild	3,791	51,909	(55,700)	-	-
Track 2000	15,000	-	(15,000)	-	-
Welsh Government COVID-19 Funding	-	25,000	(25,000)	-	-
Natural Resources Wales	-	4,000	(4,000)	-	-
Comic Relief	-	26,591	(26,591)	-	-
Cardiff & Vale UHB ICF Revenue Funding	-	40,000	(40,000)	-	-
C3SC - Covid Recovery	-	30,000	(30,000)	-	-
Vale of Glamorgan COVID-19 grant	-	2,000	(2,000)	-	-
Cardiff & Vale UHB - RIICS	-	17,850	(17,850)	-	-
<b>Total restricted funds</b>	<b>73,605</b>	<b>670,265</b>	<b>(739,055)</b>	<b>-</b>	<b>4,815</b>
<b>Total funds</b>	<b>652,657</b>	<b>1,075,916</b>	<b>(902,056)</b>	<b>-</b>	<b>826,517</b>
	<b>Balance at 1 April 2019 £</b>	<b>Incoming resources £</b>	<b>Resources expended £</b>	<b>Transfers £</b>	<b>Balance at 31 March 2020 £</b>
<b>Unrestricted funds</b>					
<b>General</b>					
General fund	384,362	318,299	(287,438)	(21,171)	394,052

## Glamorgan Voluntary Services

### Notes to the Financial Statements for the Year Ended 31 March 2021

	Balance at 1 April 2019 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2020 £
<b>Designated</b>					
Asset renewal and improvement	100,000	-	(24,062)	24,062	100,000
Research, development and business plan implementation	85,000	-	-	-	85,000
	<u>185,000</u>	<u>-</u>	<u>(24,062)</u>	<u>24,062</u>	<u>185,000</u>
<b>Total unrestricted funds</b>	<u>569,362</u>	<u>318,299</u>	<u>(311,500)</u>	<u>2,891</u>	<u>579,052</u>
<b>Restricted funds</b>					
Cardiff & Vale UHB - Building Stronger Bridges	1,374	37,478	(37,738)	-	1,114
Vale Youth Forum	496	-	(242)	-	254
Welsh Government WCVA - GwirVol	-	7,129	(6,200)	-	929
Cardiff and Vale Third Sector ICF Capital Investment Fund	9	103,750	(103,750)	(9)	-
Wellbeing in Action	2,391	-	-	(2,391)	-
Christmas Lunch Donation	21	-	-	(21)	-
Big Lottery – Connected Carers	27,569	87,786	(82,122)	-	33,233
Dewis	470	5,250	(5,250)	(470)	-
Cardiff & Vale Health Charity	-	33,000	(33,000)	-	-
Cardiff & Vale UHB - Third Sector Locality	-	30,000	(30,000)	-	-
Cardiff & Vale UHB - Ffrind I Mi Initiative	-	5,000	-	-	5,000
Vale of Glamorgan Council - Third Sector Broker	-	31,650	(17,366)	-	14,284
Vale of Glamorgan Council - Third Sector Preventative Interventions Fund	-	30,000	(30,000)	-	-
Big Lottery - Rebuild	-	48,722	(44,931)	-	3,791
Track 2000	-	30,000	(15,000)	-	15,000
	<u>32,330</u>	<u>449,765</u>	<u>(405,599)</u>	<u>(2,891)</u>	<u>73,605</u>
<b>Total restricted funds</b>	<u>32,330</u>	<u>449,765</u>	<u>(405,599)</u>	<u>(2,891)</u>	<u>73,605</u>
<b>Total funds</b>	<u>601,692</u>	<u>768,064</u>	<u>(717,099)</u>	<u>-</u>	<u>652,657</u>

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Designated Funds have been created by the Trustees' for the following purposes:

## **Glamorgan Voluntary Services**

### **Notes to the Financial Statements for the Year Ended 31 March 2021**

**Asset Renewal and Improvement** - This reserve will provide financial assistance for site and building development, such as building, maintenance or construction, infrastructure development and improvements; engineering and design costs; technical assistance and planning; feasibility studies; and other preapproved costs necessary for the development of buildings in the care of GVS. It will be used to provide sufficient funds that can be reasonably expected to provide for major repairs, replacement and improvement of GVS' common assets, in which the repairs or replacements do not normally occur annually.

**Research, Development and Business Plan Implementation** - This reserve allows investment in identifying gaps and opportunities to increase the capacity of the sector, by gathering evidential information; to support GVS to grow and develop, assist in the planning and implementation of strategies and policies as detailed in its Business Plan. It provides strategic opportunities for GVS to cultivate partnerships or other commercial relationships, by identifying new markets for its products or services.

**Cardiff & Vale University Health - Board, Building Strong Bridges** - a grant to support voluntary sector involvement in health, social care and well being issues. The project employs one full time member of staff and is supplemented with administrative support funded partly by the grant and partly by GVS core funding

**Gwirvol Youth Led Grant** - As well as our core volunteering service engaging with young people, our 'Dish out Dosh' panel of young people helped local organisations provide more youth volunteering opportunities in the Vale of Glamorgan

ICF grants are amounts that we pay to voluntary organisations on behalf of the Cardiff and Vale University Health Board.

**Dewis:** Funded by the Vale of Glamorgan Council, this project aims to encourage Vale based Third Sector organisations to enter their details about their services onto the DEWIS portal.

**Big Lottery Fund - Rebuild** – This provides delivery of a mental health volunteering project across the western part of the Vale of Glamorgan.

**Track 2000 - Community Fund** complements the Rebuild project with a part time Volunteer Coordinator developing links with volunteering organisations.

**Big Lottery Fund - Connected Carers** – Delivered in partnership with Touch Trust and Cardiff & Vale Parents Federation supporting Carers of people with a life-long and / or life limiting condition.

**Cardiff & Vale Health Charity** - grant for onward distribution to voluntary and third sector organisations.

**Cardiff & Vale Health Charity – Charities Together** - grant for onward distribution to voluntary and third sector organisations.

**Comic Relief** - grant for onward distribution to voluntary and third sector organisations.

**Vale of Glamorgan Council – COVID-19** - grant for onward distribution to voluntary and third sector organisations.

**Vale of Glamorgan Council – ICF Third Sector Older Peoples Preventative Fund** - grant for onward distribution to voluntary and third sector organisations.

**Welsh Government – COVID-19 Fund** - grant for onward distribution to voluntary and third sector organisations.

**Welsh Government – Recovery Fund** – grant to scope and review existing volunteering provision, learn from the experiences of those who volunteered during the pandemic and work with the informal community-based groups that emerged as the pandemic unfolded to explore their future direction.



## Glamorgan Voluntary Services

### Notes to the Financial Statements for the Year Ended 31 March 2021

Cardiff & Vale UHB – RIICS – funding to depict the impact that COVID 19 has had on the way in which services are delivered; changes to pathways of delivery; changes to the culture of delivery.

National Resources Wales – grant to provide training services ‘How to write a successful funding application’.

National Resources Wales – grant to support volunteers to create a local green space.

#### 19 Analysis of net assets between funds

	Unrestricted funds		Restricted funds	Total funds
	General £	Designated £	£	£
Tangible fixed assets	125,873	-	-	125,873
Current assets	516,797	185,000	264,246	966,043
Current liabilities	(5,968)	-	(259,431)	(265,399)
Total net assets	<u>636,702</u>	<u>185,000</u>	<u>4,815</u>	<u>826,517</u>

#### 20 Analysis of net funds

	At 1 April 2020 £	Cash flow £	At 31 March 2021 £
Cash at bank and in hand	588,741	212,751	801,492
Net debt	<u>588,741</u>	<u>212,751</u>	<u>801,492</u>

