

HAVERING VOLUNTEER CENTRE

England & Wales · Charity number 1165759

Details

Other names HVC

Status Registered

Legal form CIO

Registered 2016-02-25

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

Contact

Address Havering Volunteer Centre
Community Reach House
32-34 The High Street
Romford
RM1 1HR

Phone 01708922214

Email volunteering@haveringvc.org.uk

Website <http://www.haveringvc.org.uk>

Activities

Objects: THE PROMOTION OF THE VOLUNTARY SECTOR FOR THE PUBLIC BENEFIT IN THE LONDON BOROUGH OF HAVERING, IN PARTICULAR BY FOLLOWING MEANS:A) IDENTIFYING AND MAXIMISING VOLUNTEERING OPPORTUNITIES IN CHARITIES AND VOLUNTARY ORGANISATIONS;B) LIAISING BETWEEN CHARITIES, VOLUNTARY ORGANISATIONS, GOVERNMENT AGENCIES AND OTHER GROUPS ON RELEVANT ISSUES;C) IDENTIFYING NEEDS IN THE VOLUNTARY SECTOR AND ESTABLISHING PROJECTS OR POLICIES TO ADDRESS THEM;D) PROVIDING INFORMATION TO THE PRESS AND THE PUBLIC ON THE OPERATION OF, OR PROBLEMS ENCOUNTERED BY, THE VOLUNTARY SECTOR;E) ACTING AS A REPRESENTATIVE OF THE VOLUNTARY SECTOR IN RELATION TO GOVERNMENT POLICIES AND LEGISLATION;F) ENCOURAGING BUSINESSES' EMPLOYEES TO PARTICIPATE IN VOLUNTARY WORK.IN THESE OBJECTS, THE FOLLOWING DEFINITIONS APPLY: 'THE VOLUNTARY SECTOR' MEANS CHARITIES AND VOLUNTARY ORGANISATIONS.'CHARITIES' ARE ORGANISATIONS, WHICH ARE ESTABLISHED FOR EXCLUSIVELY CHARITABLE PURPOSES IN ACCORDANCE WITH THE LAW OF ENGLAND AND WALES. 'VOLUNTARY ORGANISATIONS' ARE INDEPENDENT ORGANISATIONS, WHICH ARE ESTABLISHED FOR PURPOSES THAT ADD VALUE TO THE COMMUNITY AS A WHOLE, OR SIGNIFICANT SECTION OF THE COMMUNITY, AND WHICH ARE NOT PERMITTED BY THEIR CONSTITUTION TO MAKE A PROFIT FOR PRIVATE DISTRIBUTION. VOLUNTARY ORGANISATIONS DO NOT INCLUDE LOCAL GOVERNMENT OR OTHER STATUTORY AUTHORITIES.'

Activities: Havering Volunteer Centre (HVC) is :the primary focus for all volunteers & organisations needs & services within Havering. Aim to: be a user-friendly organisation, with expertise & knowledge of voluntary action in Havering.Purpose is:Advise & support people willing to volunteer Promote volunteering & community involvement Advise & support organisations to involve volunteers

Classification

- **How:** Provides Human Resources, Provides Services, Provides Advocacy/advice/information, Other Charitable Activities
- **What:** General Charitable Purposes, Other Charitable Purposes
- **Who:** Children/young People, Elderly/old People, People With Disabilities, People Of A Particular Ethnic Or Racial Origin, Other Charities Or Voluntary Bodies, The General Public/mankind

Geography

- Havering

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£144,319	£187,380	-	-
2024-03-31	£179,000	£170,000	-	-
2023-03-31	£137,000	£170,000	-	-
2022-03-31	£180,530	£170,790	-	-
2021-03-31	£314,400	£181,420	-	-

Trustees

Name	Role	Appointed
Debra Branch		2018-01-18
James Cantle		2020-07-01
Kevin Trahearn		2024-06-12
Nigel Lawrence Meyer		2020-07-01
TERESA PARISH		2023-07-19

Accounts

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2025
FOR
HAVERING VOLUNTEER CENTRE**

Clemence Hoar Cummings
Chartered Accountants
Riverside House
1-5 Como Street
Romford
Essex
RM7 7DN

HAVERING VOLUNTEER CENTRE
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FOR THE YEAR ENDED 31ST MARCH 2025

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HAVERING VOLUNTEER CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2025

The Trustees present their report with the financial statements of the charity for the year ended 31st 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 Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

OBJECTIVES AND ACTIVITIES

Objectives and aims

Our vision is to enable positive change to lives and communities through volunteering.

Havering Volunteer Centre offer a person centred, bespoke and holistic service to individuals seeking volunteering opportunities. We understand that a 'one size fits all approach' does not work and that individuals are just that; individuals. Our role is to empower those seeking new opportunities to embrace the journey they are on, see beyond the potential they think they have and remove any perceived barriers preventing them from achieving their aspirations.

Our mission is to create and support a broad spectrum of volunteering opportunities we will do this by supporting organisations to develop their roles and increase volunteering within their organisations. We have already identified the need to support the Voluntary Sector in Havering to provide more scope for younger people to volunteer.

Our aims are to:

- Maintain the 5 core functions of HVC in line with our quality standards
- Advise and support our VCS partners to enable the strengthening of our sector
- Guide and inform those wishing to volunteer to seek their aspirations
- Enhance HVC to become an easily accessible organisation
- Strive to provide impactful volunteering opportunities

For HVC to deliver on its vision, mission and aims as a collective we believe in the following set of **strategic objectives**:

- **Sustainability**
HVC will ensure the foundations of our charity are resilient, diversely funded and appropriately structured to enable us to adopt the Community Action Network Framework to enable the sector to also become sustainable.
- **Growth**
HVC needs to continue to grow to enable us to be responsive and supportive to both community and sector needs. HVC will ensure that the organisation remains relevant, up to date on policies, procedures and changes that affect the VCS and those accessing volunteering.
- **Development**
HVC knows that to stay current and ahead of the trend, we need to constantly develop our approach and the services provided to enable HVC to remain as the go to organisation and an integral part of Havering Voluntary Sector.

HAVERING VOLUNTEER CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2025

OBJECTIVES AND ACTIVITIES

Significant activities

HVC is the only licenced Volunteer Centre operating in Havering and works within the recognised Quality Accreditation Scheme operated by the National Council for Voluntary & Community Action (NAVCA). With HVC attaining accreditation status. HVC recognises the importance of obtaining accreditations and will continue to strive to achieve these recognised standards and maintain its excellent standing in the voluntary sector.

HVC champions the voluntary sector and volunteering by connecting, representing and supporting voluntary organisations. Our services include training, consultancy, information, resources and toolkits on governance, campaigning, strategy, impact and volunteer recruitment and retention.

HVC aims to support and encourage volunteering, promoting equality of access to volunteer opportunities for all in Havering. HVC works in collaboration with organisations to develop volunteering opportunities, ensuring high standards in volunteer management, and strengthening the voluntary sector in Havering. HVC will never underestimate the importance or power of volunteering in the community and strives to change the perception and understanding of what it means to be a volunteer in the London Borough of Havering.

HVC is determined that the services they undertake strengthens the Voluntary Sector in Havering and aims to support all voluntary and community groups to achieve their delivery of service by engaging the right volunteers, to enable sustainability and consistency of service delivery that benefits the community.

The 5 core functions of the Volunteer Centre:

- **Strategic Development of Volunteering**
Through the activity of Havering Volunteer Centre's partnership and engagement with local networks and decision makers to create a positive environment in which volunteering can flourish within the borough.
- **Developing Volunteering Opportunities**
For Havering Volunteer Centre, in partnership with local organisations, to develop activity to increase and improve the quantity, quality and diversity of volunteering locally by understanding local need and identifying any gaps in respect of groups that are under-represented in the borough.
- **Brokerage**
Havering Volunteer Centre strives to better inform the general public and all sectors about having access to an effective and efficient brokerage service by tailoring our service to reach targeted audiences, making it easily accessible for all.
- **Good Practice Development**
The aim of Havering Volunteer Centre is to improve or attain positive consistency across all sectors who involve or provide volunteers in their volunteering programmes. Havering Volunteer Centre will ensure that the value of Volunteer Management is understood and work to improve the way organisations manage volunteers and volunteering programmes.
- **Voice of Volunteering**
Through its activities, Havering Volunteer Centre increases the awareness of the issues impacting on volunteering by breaking down perceived barriers between the individual wishing to volunteer and the organisations involving volunteers.

HAVERING VOLUNTEER CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2025

ACHIEVEMENTS AND PERFORMANCE

Charitable activities

During 2024/25, HVC have registered 1,589 individuals interested in volunteering.

Care Calls and Resident Support

HVC's volunteers this year have placed 385 hours of care calls, each call buddy volunteer is providing a high level of support from HVC and from this there have been many other areas of support identified. Due to HVC providing one of the only free telephone befriending services in Havering that is open to all, it has proved incredibly popular. Predominantly, the service is in high demand amongst Social Prescribers and NHS services that refer their patients to HVC to reduce social isolation and loneliness. This year we have on-boarded volunteers to facilitate the service from our offices. These volunteers undertake 12 hours a week volunteering dedicated to the Check in and Chat service.

This service is a vital lifeline for many residents and is evidence that it doesn't matter your age, circumstances or how active your lifestyle, loneliness and isolation knows no prejudice.

Case Study

During COVID HVC supported a resident who was seeking asylum in the UK. Once she was settled in 2022 she no longer needed support from HVC. In March 2023 she reached out once again to HVC as we had been so supportive to her in the past. She came to us in despair following the death of her father, sister and best friend all in the space of a few months. The situation was exasperated due to her not being able to return to her home country for her father's funeral. She needed someone to talk to and take her mind off her tragedy and the world around her. HVC supported her with calls every few days until she felt that she was strong enough to be able to get through each day and manage her situation easier. HVC connected her to a local coffee morning so that she could go out and meet people, somewhere from her home land and this made her feel a strong connection where she could talk about where she lived from people like minded. We are pleased she is much happier in herself now, she feels settled and able to look to a happier future. She said she could and would not have done this without our friendly care calls.

Foodbank Vouchers

As an additional unfunded support, HVC offers the borough the issue of foodbank vouchers. We currently support residents all over the borough, providing emergency food vouchers for all 3 foodbanks.

During 2023/24 annual report HVC issued 846 foodbank vouchers. During this year's annual reporting period 2024/25 HVC has issued 384 foodbank vouchers. Importantly HVC's support just doesn't start and end there, HVC always tries to ascertain the root cause/issue they are facing and what additional support may be required.

Through our due diligence processes we have been able to identify a number of residents who are becoming frequent flyers using foodbanks and some that are using multiple names at the same address to obtain more than the permitted quota.

HVC have formed a strong relationship with the Foodbanks and have been able to work in synergy to identify those that need greater support and those who are potentially taking advantage of kindness and generosity.

Volunteer Placements

HVC have successfully referred 1,372 volunteers to registered opportunities during 2024/25 (many volunteers taking on more than one volunteering opportunity).

Since January 2016 to March 2025 Havering Volunteer Centre have placed almost 10,500 volunteers into volunteering, a staggering 15,021 acts of volunteering into Havering, which equates to an astounding cost avoidance of £82,014,660, purely via the achievements of Havering Volunteer Centre.

Remarkably, as a direct result of volunteering, 543 individuals have progressed into paid employment. They mentioned that volunteering played a pivotal role for them in securing paid employment as they gained confidence, new skills, training and self-esteem. Without their volunteering journey they are confident this could not have been achieved.

HAVERING VOLUNTEER CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2025

If each of those 543 individuals who secured employment earned an average salary of £15,000pa. This would equate to £8.14 Million being brought into the economy of Havering just by securing volunteering that led to employment, via Havering Volunteer Centre, not forgetting the potential reduction in receipt of out of work benefits.

FINANCIAL REVIEW

Principal funding sources

The financial results for the year are set out in the attached accounts. They show a deficit of £43,061 for the year, compared with a surplus of £9,571 for the year ended 31 March 2024. The total reserves at 31 March 2025 were £169,300 compared with £212,361 at 31 March 2024. This includes £12,046 held within restricted reserves (2024: £45,531). Total expenditure during the year was £187,380 compared with total expenditure of £169,765 during the year ended 31 March 2024.

Reserves policy

HVC reserves policy is to carry six months normal expenditure, plus statutory pension and redundancy costs for all staff. The latter item is reviewed every year and ensures Trustees can balance their responsibilities to both employees and general creditors. These reserves are held in accessible form and do not rely on complicated release processes.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Organisation is a Charitable Incorporated Organisation (CIO) formed on 1st October 2015 and registered as a Charity on 22nd February 2016.

The Charity was formed under a CIO which established the objectives and powers of the charitable organisation and is governed under those terms.

Recruitment and appointment of new trustees

The process for appointment of the Charity's Trustees is set out in the CIO governing document. The minimum number of Trustees is three, with no maximum, however it was decided under these terms that a manageable number would not exceed twelve Trustees.

One third of the Trustees must retire (but may stand for re-election) each year. Trustees are appointed annually. Trustees may only hold the same Honorary Office role for a maximum of five years.

The Board of Trustees may appoint any person willing and fit to act as a Trustee, subject to the provisions of the CIO governing document. Appointments are usually, but not exclusively, made at the Annual General Meeting.

The Charity conducts regular skills, experience and diversity audits of Trustees. These audits identify gaps in skills or under-representation of particular groups or communities and are fundamental to the recruitment process. All potential Trustees initially meet with either a member of the existing Board of Trustees and/ or Chief Executive Officer. If this meeting is deemed successful at this informal interview, applicants are invited to observe a Board Meeting and meet the remaining Trustees. If all parties agree to proceed, the applicant is either co-opted or nominated for election at the AGM.

Organisational structure

Havering Volunteer Centre has a Board of Trustees which endeavour to meet bi-monthly ensuring the organisation is functioning adequately. The Board is responsible for the strategic direction and policies of the HVC. HVC's Chief Executive Officer holds the position of Ex-officio but has no voting rights.

As of the 31st March 2025, there were 7 Trustees who provide expertise on the voluntary sector, as well as personal and professional skills and experience relevant to the work of the organisation.

Responsibility for operational issues lies with Shelley Hart, Chief Executive Officer, who is supported by a team of staff and volunteer support. The Chief Executive is responsible for ensuring that HVC delivers services to meet targets and quality standards.

HAVERING VOLUNTEER CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2025

STRUCTURE, GOVERNANCE AND MANAGEMENT

Induction and training of new trustees

Trustees are provided with a clear role description, outlining their statutory and additional responsibilities. On joining the Board, Trustees are introduced to other Board members and to paid staff and volunteers. They will participate in an induction and are expected to attend training to fulfil their role and responsibilities to HVC throughout their term of office. Trustees are encouraged to familiarise themselves with HVC's policies and procedures, the Business Plan, Funding Strategy, Budget and our CIO documentation.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1165759

Principal address

Community Reach House
32-34 The High Street
Romford
Essex
RM1 1HR

Trustees

Ms Sue Gill - Treasurer
Mrs Debra Branch
Mr Nigel Meyer - Vice chair
Mr Jim Cantle
Ms Lucie Vera-Sanso - Maternity Leave Jan 2025 for 1 year
Ms Teresa Parish
Mr Kevin Trahearn - Chair - October 2024 (appointed 1.6.24)

Independent Examiner

Clemence Hoar Cummings
Chartered Accountants
Riverside House
1-5 Como Street
Romford
Essex
RM7 7DN

Approved by order of the board of trustees on 27/00/25 and signed on its behalf by:


.....
Mr Kevin Trahearn - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
HAVERING VOLUNTEER CENTRE**

Independent examiner's report to the trustees of Havering Volunteer Centre

I report to the charity trustees on my examination of the accounts of Havering Volunteer Centre (the Trust) for the year ended 31st March 2025.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

1. accounting records were not kept in respect of the Trust as required by Section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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



Lee Blunden FCCA CTA

Clemence Hoar Cummings
Chartered Accountants
Riverside House
1-5 Como Street
Romford
Essex
RM7 7DN

Date: 27 October 2025.....

HAVERING VOLUNTEER CENTRE

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST MARCH 2025

		Unrestricted funds £	Restricted funds £	2025 Total funds £	2024 Total funds £
	Notes				
INCOME AND ENDOWMENTS FROM					
Charitable activities	4				
Core activities		64,497	49,162	113,659	136,785
Other trading activities	2	5,354	-	5,354	21,049
Investment income	3	23,856	-	23,856	20,085
Other income		1,450	-	1,450	1,417
Total		95,157	49,162	144,319	179,336
EXPENDITURE ON					
Charitable activities					
Core activities		104,733	82,647	187,380	169,765
NET INCOME/(EXPENDITURE)		(9,576)	(33,485)	(43,061)	9,571
RECONCILIATION OF FUNDS					
Total funds brought forward		166,830	45,531	212,361	202,790
TOTAL FUNDS CARRIED FORWARD		157,254	12,046	169,300	212,361

The notes form part of these financial statements

HAVERING VOLUNTEER CENTRE

BALANCE SHEET 31ST MARCH 2025

	Notes	Unrestricted funds £	Restricted funds £	2025 Total funds £	2024 Total funds £
FIXED ASSETS					
Tangible assets	8	1,266	-	1,266	1,688
CURRENT ASSETS					
Debtors	9	2,072	-	2,072	5,475
Cash at bank and in hand		<u>177,376</u>	<u>12,046</u>	<u>189,422</u>	<u>208,520</u>
		179,448	12,046	191,494	213,995
CREDITORS					
Amounts falling due within one year	10	(23,460)	-	(23,460)	(3,322)
NET CURRENT ASSETS		<u>155,988</u>	<u>12,046</u>	<u>168,034</u>	<u>210,673</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>157,254</u>	<u>12,046</u>	<u>169,300</u>	<u>212,361</u>
NET ASSETS		<u>157,254</u>	<u>12,046</u>	<u>169,300</u>	<u>212,361</u>
FUNDS	11				
Unrestricted funds				157,254	166,830
Restricted funds				<u>12,046</u>	<u>45,531</u>
TOTAL FUNDS				<u>169,300</u>	<u>212,361</u>

The financial statements were approved by the Board of Trustees and authorised for issue on and were signed on its behalf by:

27/10/25



.....
Mr Kevin Trahearn - Trustee

HAVERING VOLUNTEER CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2025

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds. It is probable that the income will be received and the amount can be measured reliably.

The following specific policies are applied to particular categories of income:

Voluntary income is received by way of grants, donations and gifts and is included in full in the statement of financial activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.

Investment income and fundraising proceeds are included when receivable.

Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

Fees are included when the charity has a right to income by way of performance of services.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure. It is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Computer equipment - 25% on reducing balance

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

HAVERING VOLUNTEER CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31ST MARCH 2025

1. ACCOUNTING POLICIES - continued

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. OTHER TRADING ACTIVITIES

	2025	2024
	£	£
Fundraising events	<u>5,354</u>	<u>21,049</u>

3. INVESTMENT INCOME

	2025	2024
	£	£
Room hire received	23,754	19,983
Deposit account interest	102	102
	<u>23,856</u>	<u>20,085</u>

4. INCOME FROM CHARITABLE ACTIVITIES

	Activity	2025	2024
		£	£
Grants	Core activities	<u>113,659</u>	<u>136,785</u>

Grants received, included in the above, are as follows:

	2025	2024
	£	£
London Borough of Havering Core Funding	56,272	56,272
Groundwork UK	1,600	-
Greater London	-	26,000
Clarion Futures	-	10,000
London Borough of Havering Other	-	15,762
GLA	2,000	-
Asda foundation	-	1,450
London Plus, Community Resilience Fund	-	9,957
Essex Community Fund	-	3,000
Royal Hort Society	-	3,500
HBBS - AGFH Project	23,672	5,845
Natural England	-	4,999
NEL Collaboration	5,000	-
Home 4 Ukraine	3,900	-
Co-Op Community Fund	1,215	-
Bently Foundation	500	-
Linder Foundation	2,000	-
St Georges Health Hub	17,500	-
	<u>113,659</u>	<u>136,785</u>

HAVERING VOLUNTEER CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31ST MARCH 2025

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st March 2025 nor for the year ended 31st March 2024.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31st March 2025 nor for the year ended 31st March 2024.

6. STAFF COSTS

The average monthly number of employees during the year was as follows:

	2025	2024
Personnel	4	5

No employees received emoluments in excess of £60,000.

Key Management Personnel

The key management personnel of the charity in charge of directing and controlling, running and operating the charity on a day to day basis comprise the Trustees, the Chief Executive Officer and the Centre Operations Manager. The total remuneration of the key management personnel for the year was £91,995 (2024: £87,129).

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - 31ST MARCH 2024

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Charitable activities			
Core activities	79,221	57,564	136,785
Other trading activities	21,049	-	21,049
Investment income	20,085	-	20,085
Other income	1,417	-	1,417
Total	121,772	57,564	179,336
EXPENDITURE ON			
Charitable activities			
Core activities	141,875	27,890	169,765
NET INCOME/(EXPENDITURE)	(20,103)	29,674	9,571
RECONCILIATION OF FUNDS			
Total funds brought forward	186,933	15,857	202,790
TOTAL FUNDS CARRIED FORWARD	166,830	45,531	212,361

HAVERING VOLUNTEER CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31ST MARCH 2025

8. TANGIBLE FIXED ASSETS

	Computer equipment £
COST	
At 1st April 2024 and 31st March 2025	<u>6,141</u>
DEPRECIATION	
At 1st April 2024	<u>4,453</u>
Charge for year	<u>422</u>
At 31st March 2025	<u>4,875</u>
NET BOOK VALUE	
At 31st March 2025	<u>1,266</u>
At 31st March 2024	<u>1,688</u>

9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2025	2024
	£	£
Other debtors	-	1,455
Prepayments	<u>2,072</u>	<u>4,020</u>
	<u>2,072</u>	<u>5,475</u>

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2025	2024
	£	£
Taxation and social security	319	562
Other creditors	<u>23,141</u>	<u>2,760</u>
	<u>23,460</u>	<u>3,322</u>

HAVERING VOLUNTEER CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31ST MARCH 2025

11. MOVEMENT IN FUNDS

	At 1.4.24 £	Net movement in funds £	At 31.3.25 £
Unrestricted funds			
General fund	80,830	(9,576)	71,254
Designated fund - pension and redundancy	86,000	-	86,000
	<u>166,830</u>	<u>(9,576)</u>	<u>157,254</u>
Restricted funds			
Secret Garden	2,695	-	2,695
Groundworks	-	1,600	1,600
Havering Theatre	4,000	(4,000)	-
LBH Climate Champion	4,832	-	4,832
Homes for Ukraine (LBH)	1,740	(1,740)	-
Roots 3 round 2	15,500	(15,500)	-
Greater London Vol - CRF	2,807	(2,807)	-
Warm hugs project (LBH)	8,112	(8,112)	-
HBBS - AGFH Project	5,845	(5,845)	-
St Georges Health Hub	-	2,919	2,919
	<u>45,531</u>	<u>(33,485)</u>	<u>12,046</u>
TOTAL FUNDS	<u>212,361</u>	<u>(43,061)</u>	<u>169,300</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	95,157	(104,733)	(9,576)
Restricted funds			
Groundworks	1,600	-	1,600
Havering Theatre	-	(4,000)	(4,000)
Homes for Ukraine (LBH)	3,900	(5,640)	(1,740)
Roots 3 round 2	-	(15,500)	(15,500)
Greater London Vol - CRF	-	(2,807)	(2,807)
Warm hugs project (LBH)	-	(8,112)	(8,112)
HBBS - AGFH Project	23,662	(29,507)	(5,845)
GLA - Mayors Fund	2,000	(2,000)	-
Bently Foundation	500	(500)	-
St Georges Health Hub	17,500	(14,581)	2,919
	<u>49,162</u>	<u>(82,647)</u>	<u>(33,485)</u>
TOTAL FUNDS	<u>144,319</u>	<u>(187,380)</u>	<u>(43,061)</u>

HAVERING VOLUNTEER CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31ST MARCH 2025

11. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.23 £	Net movement in funds £	At 31.3.24 £
Unrestricted funds			
General fund	100,933	(20,103)	80,830
Designated fund - pension and redundancy	86,000	-	86,000
	186,933	(20,103)	166,830
Restricted funds			
Secret Garden	2,695	-	2,695
Havering Theatre	4,000	-	4,000
LBH Climate Champion	4,832	-	4,832
The Community Chest Fund	3,330	(3,330)	-
Mayor's Weekend Fund	1,000	(1,000)	-
Homes for Ukraine (LBH)	-	1,740	1,740
Roots 3 round 2	-	15,500	15,500
Greater London Vol - CRF	-	2,807	2,807
Warm hugs project (LBH)	-	8,112	8,112
HBBS - AGFH Project	-	5,845	5,845
	15,857	29,674	45,531
TOTAL FUNDS	<u>202,790</u>	<u>9,571</u>	<u>212,361</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	121,772	(141,875)	(20,103)
Restricted funds			
The Community Chest Fund	-	(3,330)	(3,330)
Mayor's Weekend Fund	-	(1,000)	(1,000)
Homes for Ukraine (LBH)	5,850	(4,110)	1,740
Roots 3 round 2	26,000	(10,500)	15,500
Greater London Vol - CRF	9,957	(7,150)	2,807
Warm hugs project (LBH)	9,912	(1,800)	8,112
HBBS - AGFH Project	5,845	-	5,845
	57,564	(27,890)	29,674
TOTAL FUNDS	<u>179,336</u>	<u>(169,765)</u>	<u>9,571</u>

HAVERING VOLUNTEER CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31ST MARCH 2025

11. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.23 £	Net movement in funds £	At 31.3.25 £
Unrestricted funds			
General fund	100,933	(29,679)	71,254
Designated fund - pension and redundancy	86,000	-	86,000
	186,933	(29,679)	157,254
Restricted funds			
Secret Garden	2,695	-	2,695
Groundworks	-	1,600	1,600
Havering Theatre	4,000	(4,000)	-
LBH Climate Champion	4,832	-	4,832
The Community Chest Fund	3,330	(3,330)	-
Mayor's Weekend Fund	1,000	(1,000)	-
St Georges Health Hub	-	2,919	2,919
	15,857	(3,811)	12,046
TOTAL FUNDS	202,790	(33,490)	169,300

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	216,929	(246,608)	(29,679)
Restricted funds			
Groundworks	1,600	-	1,600
Havering Theatre	-	(4,000)	(4,000)
The Community Chest Fund	-	(3,330)	(3,330)
Mayor's Weekend Fund	-	(1,000)	(1,000)
Homes for Ukraine (LBH)	9,750	(9,750)	-
Roots 3 round 2	26,000	(26,000)	-
Greater London Vol - CRF	9,957	(9,957)	-
Warm hugs project (LBH)	9,912	(9,912)	-
HBBS - AGFH Project	29,507	(29,507)	-
GLA - Mayors Fund	2,000	(2,000)	-
Bently Foundation	500	(500)	-
St Georges Health Hub	17,500	(14,581)	2,919
	106,726	(110,537)	(3,811)
TOTAL FUNDS	323,655	(357,145)	(33,490)

Secret Blind Garden

This fund had an opening balance of £2,695, during the year no grant funds have been received and £0 has been expended, leaving a remaining balance of £2,695. This is funds held on behalf of the Friends of the Sensory Garden group for direct expenditure on the maintenance and upkeep of the Secret Blind Garden.

HAVERING VOLUNTEER CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31ST MARCH 2025

11. MOVEMENT IN FUNDS - continued

Havering Theatre

This fund had an opening balance of £4,000, during the year no grant funds have been received and £4,000 has been expended, leaving a remaining balance of £0. This fund is to be used on the Havering Changing Project - Recruiting and engaging In the know Volunteers to inform the community about what is happening on their door step.

LBH Climate Champion

This fund had an opening balance of £4,832, during the year no grant funds have been received and £0 has been expended, leaving a remaining balance of £4,832. This fund is to be used for recruiting and retaining climate champions, purchasing equipment and facilitating events

Homes for Ukraine

This fund had an opening balance of £1,740, during the year no grant funds have been received and £1,740 has been expended, leaving a remaining balance of £0. This funding is to support Refugees and Asylum Seekers that are residing in Havering with access to volunteering opportunities. Supporting organisations to navigate the complex on-boarding and DBS process and providing those seeking volunteering with the means to travel to their placement.

Roots 3 round 2

This fund had an opening balance of £15,500, during the year no grant funds have been received and £15,500 has been expended, leaving a remaining balance of £0. This funding enabled HVC to deliver a pilot project supporting equity led organisations to strengthen their foundations, develop from groups into charities and support them with their resilience and policies to cement their organisational structure. Enabling Havering to have a stronger connected voluntary sector.

Greater London Vol

This fund had an opening balance of £2,807, during the year no grant funds have been received and £2,807 has been expended, leaving a remaining balance of £0. This funding supported HVC to develop the Community Resilience Project and work with Statutory Partners to embed the Voluntary Sector into resilience plans right from the planning and development stages.

Warm hugs project

This fund had an opening balance of £8,112, during the year no grant funds have been received and £8,112 has been expended, leaving a remaining balance of £0. This project delivered by HVC in partnership with the Local Authority aimed to encourage residents to take up free warm home improvements to reduce the impact on climate change.

HBBS - AGFH project

This fund had an opening balance of £5,845, during the year £23,662 of grant funds have been received and £29,507 has been expended, leaving a remaining balance of £0. Working in Partnership with the Ardleigh Green Family Hub and Havering Brentwood Bereavement Society to develop and deliver volunteering opportunities to families accessing the family hub. Providing our free Check In & Chat service to combat loneliness and isolation and issue emergency food support where needed.

GLA Mayors Fund

This fund had an opening balance of £0, during the year £2,000 grant funds have been received and £2,000 has been expended, leaving a remaining balance of £0. This fund is to be used to recruit volunteers for community engagement. Host volunteering recruitment event with voluntary sector organisations to increase diverse volunteering within our communities

Bently Foundation

This fund had an opening balance of £0, during the year £500 grant funds have been received and £500 has been expended, leaving a remaining balance of £0. Grant payment for volunteers Garden Settings - to keep green spaces thriving, volunteer engagement to clear, weed maintain garden environments

St Georges Health Hub

HAVERING VOLUNTEER CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31ST MARCH 2025

11. MOVEMENT IN FUNDS - continued

This fund had an opening balance of £0, during the year £17,500 grant funds have been received and £14,581 has been expended, leaving a remaining balance of £2,919. To fund part time Volunteer Co-ordinator at St Georges Health and Wellbeing Hub - recruit and manage 100 volunteers weekly at the new health and wellbeing hub as meet and greeters

Groundworks

This fund had an opening balance of £0, during the year £1,600 grant funds have been received and £0 has been expended, leaving a remaining balance of £1,600. To fund the purchase of emergency equipment, training materials, venue hire, community resilience champion volunteer recruitment - building resilience within our communities to be prepared for any disaster or crisis that may occur.

Designated fund - Pension and Redundancy

The fund was created to cover potential pension and redundancy costs. This fund had an opening balance of £86,000. During the year no grant funds have been received and nil has been expended, leaving a remaining balance of £86,000.

12. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31st March 2025, nor for the year ended 31 March 2024

HAVERING VOLUNTEER CENTRE

DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST MARCH 2025

	2025 £	2024 £
INCOME AND ENDOWMENTS		
Other trading activities		
Fundraising events	5,354	21,049
Investment income		
Room hire received	23,754	19,983
Deposit account interest	102	102
	23,856	20,085
Charitable activities		
Grants	113,659	136,785
Other income		
Training income	1,450	1,417
Total incoming resources	144,319	179,336
EXPENDITURE		
Charitable activities		
Wages	119,092	113,635
Social security	6,204	4,928
Pensions	3,482	3,233
Rates and water	1,057	920
Rent	12,000	12,000
Light and heat	4,261	4,344
Postage and stationery	2,621	3,319
Advertising	217	15
Sundries	774	660
Event costs	15,479	4,075
Repairs maintenance	2,680	5,177
Telephone	2,670	2,419
Subscriptions	5,349	2,690
Training	1,500	2,455
Travel	505	263
Accountancy	3,283	2,880
Professional fees	3,345	3,151
Insurance	1,517	1,237
Cleaning	842	1,801
Depreciation of tangible fixed assets	422	563
	187,300	169,765
Support costs		
Finance		
Bank charges	80	-
Total resources expended	187,380	169,765
Net (expenditure)/income	(43,061)	9,571

This page does not form part of the statutory financial statements

Accounts

REGISTERED CHARITY NUMBER: 1165759

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024
FOR
HAVERING VOLUNTEER CENTRE**

Clemence Hoar Cummings
Chartered Accountants
Riverside House
1-5 Como Street
Romford
Essex
RM7 7DN

HAVING VOLUNTEER CENTRE

**CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024**

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HAVERING VOLUNTEER CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2024

The Trustees present their report with the financial statements of the charity for the year ended 31st March 2024. The Trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

OBJECTIVES AND ACTIVITIES

Objectives and aims

Our vision is to enable positive change to lives and communities through volunteering.

Havering Volunteer Centre offer a person centred, bespoke and holistic service to individuals seeking volunteering opportunities. We understand that a 'one size fits all approach' does not work and that individuals are just that; individuals. Our role is to empower those seeking new opportunities to embrace the journey they are on, see beyond the potential they think they have and remove any perceived barriers preventing them from achieving their aspirations.

Our mission is to create and support a broad spectrum of volunteering opportunities we will do this by supporting organisations to develop their roles and increase volunteering within their organisations. We have already identified the need to support the Voluntary Sector in Havering to provide more scope for younger people to volunteer.

Our aims are to:

- Maintain the 5 core functions of HVC in line with our quality standards
- Advise and support our VCS partners to enable the strengthening of our sector
- Guide and inform those wishing to volunteer to seek their aspirations
- Enhance HVC to become an easily accessible organisation
- Strive to provide impactful volunteering opportunities

For HVC to deliver on its vision, mission and aims as a collective we believe in the following set of **strategic objectives**:

- **Sustainability**
HVC will ensure the foundations of our charity are resilient, diversely funded and appropriately structured to enable us to adopt the Community Action Network Framework to enable the sector to also become sustainable.
- **Growth**
HVC needs to continue to grow to enable us to be responsive and supportive to both community and sector needs. HVC will ensure that the organisation remains relevant, up to date on policies, procedures and changes that affect the VCS and those accessing volunteering.
- **Development**
HVC knows that to stay current and ahead of the trend, we need to constantly develop our approach and the services provided to enable HVC to remain as the go to organisation and an integral part of Havering Voluntary Sector.

HAVERING VOLUNTEER CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2024

OBJECTIVES AND ACTIVITIES

Significant activities

HVC is the only licenced Volunteer Centre operating in Havering and works within the recognised Quality Accreditation Scheme operated by the National Council for Voluntary Organisations (NCVO), who are the national body for Volunteer Centres, with HVC attaining accreditation status. HVC recognises the importance of obtaining accreditations and will continue to strive to achieve these recognised standards and maintain its excellent standing in the voluntary sector.

HVC champions the voluntary sector and volunteering by connecting, representing and supporting voluntary organisations. Our services include training, consultancy, information, resources and toolkits on governance, campaigning, strategy, impact and volunteer recruitment and retention.

HVC aims to support and encourage volunteering, promoting equality of access to volunteer opportunities for all in Havering. HVC works in collaboration with organisations to develop volunteering opportunities, ensuring high standards in volunteer management, and strengthening the voluntary sector in Havering. HVC will never underestimate the importance or power of volunteering in the community and strives to change the perception and understanding of what it means to be a volunteer in the London Borough of Havering.

HVC is determined that the services they undertake strengthens the Voluntary Sector in Havering and aims to support all voluntary and community groups to achieve their delivery of service by engaging the right volunteers, to enable sustainability and consistency of service delivery that benefits the community.

The 5 core functions of the Volunteer Centre:

- **Strategic Development of Volunteering**
Through the activity of Havering Volunteer Centre's partnership and engagement with local networks and decision makers to create a positive environment in which volunteering can flourish within the borough.
- **Developing Volunteering Opportunities**
For Havering Volunteer Centre, in partnership with local organisations, to develop activity to increase and improve the quantity, quality and diversity of volunteering locally by understanding local need and identifying any gaps in respect of groups that are under-represented in the borough.
- **Brokerage**
Havering Volunteer Centre strives to better inform the general public and all sectors about having access to an effective and efficient brokerage service by tailoring our service to reach targeted audiences, making it easily accessible for all.
- **Good Practice Development**
The aim of Havering Volunteer Centre is to improve or attain positive consistency across all sectors who involve or provide volunteers in their volunteering programmes. Havering Volunteer Centre will ensure that the value of Volunteer Management is understood and work to improve the way organisations manage volunteers and volunteering programmes.
- **Voice of Volunteering**
Through its activities, Havering Volunteer Centre increases the awareness of the issues impacting on volunteering by breaking down perceived barriers between the individual wishing to volunteer and the organisations involving volunteers.

HAVERING VOLUNTEER CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2024

ACHIEVEMENT AND PERFORMANCE

Charitable activities

During 2023/24, HVC have registered 1,101 individuals interested in volunteering.

Care Calls and Resident Support

HVC's volunteers this year have placed 656 hours of care calls, each call buddy volunteer is providing a high level of support from HVC and from this there have been many other areas of support identified. Due to HVC providing one of the only free telephone befriending services in Havering that is open to all, it has proved incredibly popular. Predominantly, the service is in high demand amongst Social Prescribers and NHS services that refer their patients to HVC to reduce social isolation and loneliness.

This year we have had to on-board a volunteer to facilitate the service from our offices. This person undertakes 4 hours a week volunteering dedicated to the Check in and Chat service.

- Following a referral from a GP Social Prescriber, one resident our volunteer was calling had felt incredibly low in mood, despite having a busy social life and family visiting. They had recently experienced an injury which had left them with debilitating pain, which made everyday life unbearable. Our volunteer placed weekly calls to the resident, who really just wanted to express how they were feeling, which is something they felt they couldn't burden their family with. Our volunteer spent time listening to the person and empathising with their situation, after a number of weeks, an operation and recovery period, the resident was finally starting to feel better in mood. They thanked HVC and the volunteer for the countless hours of calls and check in to make sure they were managing with their feelings, they reported; had they not received the weekly calls to just ask "how are you?" they are not sure where they would be. The resident is now feeling much better in themselves and the calls HVC are making to them have reduced significantly, however, the resident also knows we are there any time they feel they need us.

This service is a vital lifeline for many residents and is evidence that it doesn't matter your age, circumstances or how active your lifestyle, loneliness and isolation knows no prejudice.

Foodbank Vouchers

As an additional unfunded support, HVC offers the borough the issue of foodbank vouchers. We currently support residents all over the borough, providing emergency food vouchers for all 3 foodbanks.

During 2022/23 annual report HVC issued 790 foodbank vouchers. Astonishingly, during this year's annual reporting period 2023/24 HVC has issued a staggering 846 foodbank vouchers. Importantly HVC's support just doesn't start and end there, HVC always tries to ascertain the root cause/issue they are facing and what additional support may be required.

Through our due diligence processes we have been able to identify a number of residents who are becoming frequent flyers using foodbanks and some that are using multiple names at the same address to obtain more than the permitted quota.

HVC have formed a strong relationship with the Foodbanks and have been able to work in synergy to identify those that need greater support and those who are potentially taking advantage of kindness and generosity. We are predicting an increased need for 2024/25 as school holiday meal offerings reduce and increasing fuel bills hit residents.

Volunteer Placements

HVC have successfully referred 1,630 volunteers to registered opportunities during 2023/24 (many volunteers taking on more than one volunteering opportunity).

Since January 2016 to March 2024 Havering Volunteer Centre have placed almost 10,000 volunteers into volunteering, a staggering 13,983 acts of volunteering into Havering, which equates to a astounding cost avoidance of £66.1million, purely via the achievements of Havering Volunteer Centre.

Remarkably, as a direct result of volunteering, 502 individuals have progressed into paid employment. They mentioned that volunteering played a pivotal role for them in securing paid employment as they gained confidence, new skills, training and self-esteem. Without their volunteering journey they are confident this could not have been achieved.

HAVERING VOLUNTEER CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2024

If each of those 502 individuals who secured employment earned an average salary of £15,000pa. This would equate to £7.53 Million being brought into the economy of Havering just by securing volunteering that led to employment, via Havering Volunteer Centre, not forgetting the potential reduction in receipt of out of work benefits.

FINANCIAL REVIEW

Principal funding sources

The financial results for the year are set out in the attached accounts. They show a surplus of £9,571 for the year, compared with a deficit of £32,986 for the year ended 31 March 2023. The total reserves at 31 March 2024 were £212,361 compared with £202,790 at 31 March 2023. This includes £45,531 held within restricted reserves (2023: £15,857). Total expenditure during the year was £169,765, compared with total expenditure of £170,032 during the year ended 31 March 2023.

Reserves policy

HVC reserves policy is to carry six months normal expenditure, plus statutory pension and redundancy costs for all staff. The latter item is reviewed every year and ensures Trustees can balance their responsibilities to both employees and general creditors. These reserves are held in accessible form and do not rely on complicated release processes.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Organisation is a Charitable Incorporated Organisation (CIO) formed on 1st October 2015 and registered as a Charity on 22nd February 2016.

The Charity was formed under a CIO which established the objectives and powers of the charitable organisation and is governed under those terms.

Recruitment and appointment of new trustees

The process for appointment of the Charity's Trustees is set out in the CIO governing document. The minimum number of Trustees is three, with no maximum, however it was decided under these terms that a manageable number would not exceed twelve Trustees.

One third of the Trustees must retire (but may stand for re-election) each year. Trustees are appointed annually. Trustees may only hold the same Honorary Office role for a maximum of five years.

The Board of Trustees may appoint any person willing and fit to act as a Trustee, subject to the provisions of the CIO governing document. Appointments are usually, but not exclusively, made at the Annual General Meeting.

The Charity conducts regular skills, experience and diversity audits of Trustees. These audits identify gaps in skills or under-representation of particular groups or communities and are fundamental to the recruitment process. All potential Trustees initially meet with either a member of the existing Board of Trustees and/ or Chief Executive Officer. If this meeting is deemed successful at this informal interview, applicants are invited to observe a Board Meeting and meet the remaining Trustees. If all parties agree to proceed, the applicant is either co-opted or nominated for election at the AGM.

Organisational structure

Havering Volunteer Centre has a Board of Trustees which endeavour to meet bi-monthly ensuring the organisation is functioning adequately. The Board is responsible for the strategic direction and policies of the HVC. HVC's Chief Executive Officer holds the position of Ex-officio but has no voting rights.

As of the 31st March 2024, there were 6 Trustees who provide expertise on the voluntary sector, as well as personal and professional skills and experience relevant to the work of the organisation.

Responsibility for operational issues lies with Shelley Hart, Chief Executive Officer, who is supported by a team of staff and volunteer support. The Chief Executive is responsible for ensuring that HVC delivers services to meet targets and quality standards.

HAVERING VOLUNTEER CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2024

STRUCTURE, GOVERNANCE AND MANAGEMENT

Induction and training of new trustees

Trustees are provided with a clear role description, outlining their statutory and additional responsibilities. On joining the Board, Trustees are introduced to other Board members and to paid staff and volunteers. They will participate in an induction and are expected to attend training to fulfil their role and responsibilities to HVC throughout their term of office. Trustees are encouraged to familiarise themselves with HVC's policies and procedures, the Business Plan, Funding Strategy, Budget and our CIO documentation.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number
1165759

Principal address

Community Reach House
32-34 The High Street
Romford
Essex
RM1 1HR

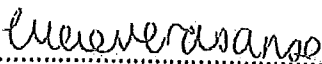
Trustees

Ms Sue Gill - Treasurer
Mrs Debra Branch
Mr Nigel Meyer - Vice chair
Mr Jim Cantle
Ms Lucie Vera-Sanso - Chair (appointed 1.1.24)
Ms Teresa Parish (appointed 1/7/2023)

Independent Examiner

Clemence Hoar Cummings
Chartered Accountants
Riverside House
1-5 Como Street
Romford
Essex
RM7 7DN

Approved by order of the board of trustees on 21 January 2025 and signed on its behalf by:


.....
Ms Lucie Vera-Sanso - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
HAVERING VOLUNTEER CENTRE**

Independent examiner's report to the trustees of Havering Volunteer Centre

I report to the charity trustees on my examination of the accounts of Havering Volunteer Centre (the Trust) for the year ended 31 March 2024.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

1. accounting records were not kept in respect of the Trust as required by Section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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



Lee Blunden FCCA CTA

Clemence Hoar Cummings
Chartered Accountants
Riverside House
1-5 Como Street
Romford
Essex
RM7 7DN

21 January 2025

HAVERING VOLUNTEER CENTRE

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2024

	Notes	Unrestricted funds £	Restricted funds £	2024 Total funds £	2023 Total funds £
INCOME AND ENDOWMENTS FROM					
Charitable activities	4				
Core activities		79,221	57,564	136,785	97,561
Other trading activities	2	21,049	-	21,049	7,223
Investment income	3	20,085	-	20,085	32,262
Other income		1,417	-	1,417	-
Total		121,772	57,564	179,336	137,046
EXPENDITURE ON					
Charitable activities					
Core activities		141,875	27,890	169,765	170,032
NET INCOME/(EXPENDITURE)		(20,103)	29,674	9,571	(32,986)
RECONCILIATION OF FUNDS					
Total funds brought forward		186,933	15,857	202,790	235,776
TOTAL FUNDS CARRIED FORWARD		166,830	45,531	212,361	202,790

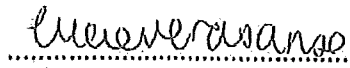
The notes form part of these financial statements

HAVERING VOLUNTEER CENTRE

BALANCE SHEET 31 MARCH 2024

	Notes	Unrestricted funds £	Restricted funds £	2024 Total funds £	2023 Total funds £
FIXED ASSETS					
Tangible assets	8	1,688	-	1,688	2,251
CURRENT ASSETS					
Debtors	9	5,475	-	5,475	3,795
Cash at bank and in hand		162,989	45,531	208,520	199,881
		<u>168,464</u>	<u>45,531</u>	<u>213,995</u>	<u>203,676</u>
CREDITORS					
Amounts falling due within one year	10	(3,322)	-	(3,322)	(3,137)
NET CURRENT ASSETS		<u>165,142</u>	<u>45,531</u>	<u>210,673</u>	<u>200,539</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>166,830</u>	<u>45,531</u>	<u>212,361</u>	<u>202,790</u>
NET ASSETS		<u>166,830</u>	<u>45,531</u>	<u>212,361</u>	<u>202,790</u>
FUNDS	11				
Unrestricted funds				166,830	186,933
Restricted funds				45,531	15,857
TOTAL FUNDS				<u>212,361</u>	<u>202,790</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 21 January 2025 and were signed on its behalf by:


.....
Ms Lucie Vera-Sanso - Trustee

HAVERING VOLUNTEER CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds. It is probable that the income will be received and the amount can be measured reliably.

The following specific policies are applied to particular categories of income:

Voluntary income is received by way of grants, donations and gifts and is included in full in the statement of financial activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.

Investment income and fundraising proceeds are included when receivable.

Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

Fees are included when the charity has a right to income by way of performance of services.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure. It is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Computer equipment - 25% on reducing balance

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

HAVERING VOLUNTEER CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2024

1. ACCOUNTING POLICIES - continued

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. OTHER TRADING ACTIVITIES

	2024	2023
	£	£
Fundraising events	<u>21,049</u>	<u>7,223</u>

3. INVESTMENT INCOME

	2024	2023
	£	£
Rents received	19,983	32,190
Deposit account interest	102	72
	<u>20,085</u>	<u>32,262</u>

4. INCOME FROM CHARITABLE ACTIVITIES

	Activity	2024	2023
	Core activities	£	£
Grants		<u>136,785</u>	<u>97,561</u>

Grants received, included in the above, are as follows:

	2024	2023
	£	£
London Borough of Havering Core Funding	56,272	56,272
Greater London	26,000	-
Clarion Futures	10,000	10,000
London Borough of Havering Other	15,762	9,462
LBH Climate Champion	-	11,197
B&Q Neighbourly Fund	-	5,000
The Community Chest	-	4,630
Mayor's Weekend	-	1,000
Asda foundation	1,450	-
London Plus, Community Resilience Fund	9,957	-
Essex Community Fund	3,000	-
Royal Hort Society	3,500	-
HBBS - AGFH Project	5,845	-
Natural England	4,999	-
	<u>136,785</u>	<u>97,561</u>

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2024 nor for the year ended 31 March 2023.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2024 nor for the year ended 31 March 2023.

HAVERING VOLUNTEER CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2024

6. STAFF COSTS

The average monthly number of employees during the year was as follows:

	2024	2023
Personnel	5	5

No employees received emoluments in excess of £60,000.

Key Management Personnel

The key management personnel of the charity in charge of directing and controlling, running and operating the charity on a day to day basis comprise the Trustees, the Chief Executive Officer and the Centre Operations Manager. The total remuneration of the key management personnel for the year was £87,129 (2023: £78,097).

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - 31ST MARCH 2023

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Charitable activities			
Core activities	75,734	21,827	97,561
Other trading activities	3,481	3,742	7,223
Investment income	32,262	-	32,262
Total	111,477	25,569	137,046
EXPENDITURE ON			
Charitable activities			
Core activities	145,570	24,462	170,032
NET INCOME/(EXPENDITURE)	(34,093)	1,107	(32,986)
RECONCILIATION OF FUNDS			
Total funds brought forward	221,026	14,750	235,776
TOTAL FUNDS CARRIED FORWARD	186,933	15,857	202,790

8. TANGIBLE FIXED ASSETS

	Computer equipment £
COST	
At 1 April 2023 and 31 March 2024	6,141
DEPRECIATION	
At 1 April 2023	3,890
Charge for year	563
At 31 March 2024	4,453
NET BOOK VALUE	
At 31 March 2024	1,688
At 31 March 2023	2,251

HAVERING VOLUNTEER CENTRE

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2024**

9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Other debtors	1,455	2,056
Prepayments	4,020	1,739
	<u>5,475</u>	<u>3,795</u>

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Taxation and social security	562	499
Other creditors	2,760	2,638
	<u>3,322</u>	<u>3,137</u>

11. MOVEMENT IN FUNDS

	At 1.4.23 £	Net movement In funds £	At 31.3.24 £
Unrestricted funds			
General fund	100,933	(20,103)	80,830
Designated fund - pension and redundancy	86,000	-	86,000
	<u>186,933</u>	<u>(20,103)</u>	<u>166,830</u>
Restricted funds			
Secret Garden	2,695	-	2,695
Havering Theatre	4,000	-	4,000
LBH Climate Champion	4,832	-	4,832
The Community Chest Fund	3,330	(3,330)	-
Mayor's Weekend Fund	1,000	(1,000)	-
Homes for Ukraine (LBH)	-	1,740	1,740
Roots 3 round 2	-	15,500	15,500
Greater London Vol - CRF	-	2,807	2,807
Warm hugs project (LBH)	-	8,112	8,112
HBBS - AGFH Project	-	5,845	5,845
	<u>15,857</u>	<u>29,674</u>	<u>45,531</u>
TOTAL FUNDS	<u>202,790</u>	<u>9,571</u>	<u>212,361</u>

HAVERING VOLUNTEER CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2024

11. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	121,772	(141,875)	(20,103)
Restricted funds			
The Community Chest Fund	-	(3,330)	(3,330)
Mayor's Weekend Fund	-	(1,000)	(1,000)
Homes for Ukraine (LBH)	5,850	(4,110)	1,740
Roots 3 round 2	26,000	(10,500)	15,500
Greater London Vol - CRF	9,957	(7,150)	2,807
Warm hugs project (LBH)	9,912	(1,800)	8,112
HBBS - AGFH Project	5,845	-	5,845
	<u>57,564</u>	<u>(27,890)</u>	<u>29,674</u>
TOTAL FUNDS	<u>179,336</u>	<u>(169,765)</u>	<u>9,571</u>

Comparatives for movement in funds

	At 1.4.22 £	Net movement in funds £	At 31.3.23 £
Unrestricted funds			
General fund	135,026	(34,093)	100,933
Designated fund - pension and redundancy	86,000	-	86,000
	<u>221,026</u>	<u>(34,093)</u>	<u>186,933</u>
Restricted funds			
Secret Garden	-	2,695	2,695
TNL Climate	4,750	(4,750)	-
Havering Theatre	10,000	(6,000)	4,000
LBH Climate Champion	-	4,832	4,832
The Community Chest Fund	-	3,330	3,330
Mayor's Weekend Fund	-	1,000	1,000
	<u>14,750</u>	<u>1,107</u>	<u>15,857</u>
TOTAL FUNDS	<u>235,776</u>	<u>(32,986)</u>	<u>202,790</u>

HAVERING VOLUNTEER CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2024

11. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	111,477	(145,570)	(34,093)
Restricted funds			
Secret Garden	3,742	(1,047)	2,695
TNL Climate	-	(4,750)	(4,750)
Havering Theatre	-	(6,000)	(6,000)
LBH Climate Champion	11,197	(6,365)	4,832
B&Q Neighbourly Fund	5,000	(5,000)	-
The Community Chest Fund	4,630	(1,300)	3,330
Mayor's Weekend Fund	1,000	-	1,000
	<u>25,569</u>	<u>(24,462)</u>	<u>1,107</u>
TOTAL FUNDS	<u>137,046</u>	<u>(170,032)</u>	<u>(32,986)</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.22 £	Net movement in funds £	At 31.3.24 £
Unrestricted funds			
General fund	135,026	(54,196)	80,830
Designated fund - pension and redundancy	<u>86,000</u>	<u>-</u>	<u>86,000</u>
	221,026	(54,196)	166,830
Restricted funds			
Secret Garden	-	2,695	2,695
TNL Climate	4,750	(4,750)	-
Havering Theatre	10,000	(6,000)	4,000
LBH Climate Champion	-	4,832	4,832
Homes for Ukraine (LBH)	-	1,740	1,740
Roots 3 round 2	-	15,500	15,500
Greater London Vol - CRF	-	2,807	2,807
Warm hugs project (LBH)	-	8,112	8,112
HBBS - AGFH Project	-	5,845	5,845
	<u>14,750</u>	<u>30,781</u>	<u>45,531</u>
TOTAL FUNDS	<u>235,776</u>	<u>(23,415)</u>	<u>212,361</u>

HAVERING VOLUNTEER CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2024

11. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	233,249	(287,445)	(54,196)
Restricted funds			
Secret Garden	3,742	(1,047)	2,695
TNL Climate	-	(4,750)	(4,750)
Havering Theatre	-	(6,000)	(6,000)
LBH Climate Champion	11,197	(6,365)	4,832
B&Q Neighbourly Fund	5,000	(5,000)	-
The Community Chest Fund	4,630	(4,630)	-
Mayor's Weekend Fund	1,000	(1,000)	-
Homes for Ukraine (LBH)	5,850	(4,110)	1,740
Roots 3 round 2	26,000	(10,500)	15,500
Greater London Vol - CRF	9,957	(7,150)	2,807
Warm hugs project (LBH)	9,912	(1,800)	8,112
HBBS - AGFH Project	5,845	-	5,845
	<u>83,133</u>	<u>(52,352)</u>	<u>30,781</u>
TOTAL FUNDS	<u>316,382</u>	<u>(339,797)</u>	<u>(23,415)</u>

Secret Blind Garden

This fund had an opening balance of £2,695, during the year no grant funds have been received and £0 has been expended, leaving a remaining balance of £2,695. This is funds held on behalf of the Friends of the Sensory Garden group for direct expenditure on the maintenance and upkeep of the Secret Blind Garden.

Havering Theatre

This fund had an opening balance of £4,000, during the year no grant funds have been received and £0 has been expended, leaving a remaining balance of £4,000. This fund is to be used on the Havering Changing Project - Recruiting and engaging In the know Volunteers to inform the community about what is happening on their door step.

LBH Climate Champion

This fund had an opening balance of £4,832, during the year no grant funds have been received and £0 has been expended, leaving a remaining balance of £4,832. This fund is to be used for recruiting and retaining climate champions, purchasing equipment and facilitating events

Community Chest

This fund had an opening balance of £3,330, during the year no grant funds have been received and £3,330 has been expended, leaving a remaining balance of £0. This fund is to be used on the telephone befriending programme to reduce loneliness and isolation

The Mayors Weekend

This fund had an opening balance of nil, during the year £1,000 of grant funds have been received and £1,000 has been expended, leaving a remaining balance of £0. This fund is to be used on the everyone together project

Homes for Ukraine

This fund had an opening balance of £0, during the year £5,850 of grant funds have been received and £4,110 has been expended, leaving a remaining balance of £1,740. This funding is to support Refugees and Asylum Seekers that are residing in Havering with access to volunteering opportunities. Supporting organisations to navigate the complex on-boarding and DBS process and providing those seeking volunteering with the means to travel to their placement.

HAVERING VOLUNTEER CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2024

11. MOVEMENT IN FUNDS - continued

Roots 3 round 2

This fund had an opening balance of £0, during the year £26,000 of grant funds have been received and £10,500 has been expended, leaving a remaining balance of £15,500. This funding enabled HVC to deliver a pilot project supporting equity led organisations to strengthen their foundations, develop from groups into charities and support them with their resilience and policies to cement their organisational structure. Enabling Havering to have a stronger connected voluntary sector.

Greater London Vol

This fund had an opening balance of £0, during the year £9,957 of grant funds have been received and £7,150 has been expended, leaving a remaining balance of £2,807. This funding supported HVC to develop the Community Resilience Project and work with Statutory Partners to embed the Voluntary Sector into resilience plans right from the planning and development stages.

Warm hugs project

This fund had an opening balance of £0, during the year £9,912 of grant funds have been received and £1,800 has been expended, leaving a remaining balance of £8,112. This project delivered by HVC in partnership with the Local Authority aimed to encourage residents to take up free warm home improvements to reduce the impact on climate change.

HBBS - AGFH project

This fund had an opening balance of £0, during the year £5,845 of grant funds have been received and £0 has been expended, leaving a remaining balance of £5,845. Working in Partnership with the Ardleigh Green Family Hub and Havering Brentwood Bereavement Society to develop and deliver volunteering opportunities to families accessing the family hub. Providing our free Check In & Chat service to combat loneliness and isolation and issue emergency food support where needed.

Designated fund - Pension and Redundancy

The fund was created to cover potential pension and redundancy costs. This fund had an opening balance of £86,000. During the year no grant funds have been received and nil has been expended, leaving a remaining balance of £86,000.

12. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31st March 2024, nor for the year ended 31 March 2023

HAVERING VOLUNTEER CENTRE

DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2024

	2024 £	2023 £
INCOME AND ENDOWMENTS		
Other trading activities		
Fundraising events	21,049	7,223
Investment income		
Rents received	19,983	32,190
Deposit account interest	102	72
	<u>20,085</u>	<u>32,262</u>
Charitable activities		
Grants	136,785	97,561
Other income		
Training income	1,417	-
Total incoming resources	<u>179,336</u>	<u>137,046</u>
EXPENDITURE		
Charitable activities		
Wages	113,635	113,917
Social security	4,928	4,927
Pensions	3,233	3,039
Rates and water	920	1,882
Rent	12,000	12,000
Light and heat	4,344	4,371
Postage and stationery	3,319	1,248
Advertising	15	126
Sundries	660	1,031
Hire of equipment	-	1,929
Event costs	4,075	5,391
Repairs maintenance	5,177	6,461
Telephone	2,419	2,307
Subscriptions	2,690	1,327
Training	2,455	270
Travel	263	251
Accountancy	2,880	2,904
Professional fees	3,151	3,134
Insurance	1,237	1,798
Cleaning	1,801	969
Depreciation of tangible fixed assets	563	750
	<u>169,765</u>	<u>170,032</u>
Total resources expended	<u>169,765</u>	<u>170,032</u>
Net income/(expenditure)	<u>9,571</u>	<u>(32,986)</u>

This page does not form part of the statutory financial statements

Accounts

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2023
FOR
HAVERING VOLUNTEER CENTRE**

Clemence Hoar Cummings
Chartered Accountants
Riverside House
1-5 Como Street
Romford
Essex
RM7 7DN

HAVERING VOLUNTEER CENTRE
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FOR THE YEAR ENDED 31ST MARCH 2023

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HAVERING VOLUNTEER CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2023

The Trustees present their report with the financial statements of the charity for the year ended 31st March 2023. The Trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

OBJECTIVES AND ACTIVITIES

Objectives and aims

Our vision is to enable positive change to lives and communities through volunteering.

Havering Volunteer Centre offer a person centred, bespoke and holistic service to individuals seeking volunteering opportunities. We understand that a 'one size fits all approach' does not work and that individuals are just that; individuals. Our role is to empower those seeking new opportunities to embrace the journey they are on, see beyond the potential they think they have and remove any perceived barriers preventing them from achieving their aspirations.

Our mission is to create and support a broad spectrum of volunteering opportunities we will do this by supporting organisations to develop their roles and increase volunteering within their organisations. We have already identified the need to support the Voluntary Sector in Havering to provide more scope for younger people to volunteer.

Our aims are to:

- Maintain the 5 core functions of HVC in line with our quality standards
- Advise and support our VCS partners to enable the strengthening of our sector
- Guide and inform those wishing to volunteer to seek their aspirations
- Enhance HVC to become an easily accessible organisation
- Strive to provide impactful volunteering opportunities

For HVC to deliver on its vision, mission and aims as a collective we believe in the following set of **strategic objectives**:

- **Sustainability**
HVC will ensure the foundations of our charity are resilient, diversely funded and appropriately structured to enable us to adopt the Community Action Network Framework to enable the sector to also become sustainable.
- **Growth**
HVC needs to continue to grow to enable us to be responsive and supportive to both community and sector needs. HVC will ensure that the organisation remains relevant, up to date on policies, procedures and changes that affect the VCS and those accessing volunteering.
- **Development**
HVC knows that to stay current and ahead of the trend, we need to constantly develop our approach and the services provided to enable HVC to remain as the go to organisation and an integral part of Havering Voluntary Sector.

HAVERING VOLUNTEER CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2023

OBJECTIVES AND ACTIVITIES

Significant activities

HVC is the only licenced Volunteer Centre operating in Havering and works within the recognised Quality Accreditation Scheme operated by the National Council for Voluntary Organisations (NCVO), who are the national body for Volunteer Centres, with HVC attaining accreditation status. HVC recognises the importance of obtaining accreditations and will continue to strive to achieve these recognised standards and maintain its excellent standing in the voluntary sector.

HVC champions the voluntary sector and volunteering by connecting, representing and supporting voluntary organisations. Our services include training, consultancy, information, resources and toolkits on governance, campaigning, strategy, impact and volunteer recruitment and retention.

HVC aims to support and encourage volunteering, promoting equality of access to volunteer opportunities for all in Havering. HVC works in collaboration with organisations to develop volunteering opportunities, ensuring high standards in volunteer management, and strengthening the voluntary sector in Havering. HVC will never underestimate the importance or power of volunteering in the community and strives to change the perception and understanding of what it means to be a volunteer in the London Borough of Havering.

HVC is determined that the services they undertake strengthens the Voluntary Sector in Havering and aims to support all voluntary and community groups to achieve their delivery of service by engaging the right volunteers, to enable sustainability and consistency of service delivery that benefits the community.

The 5 core functions of the Volunteer Centre:

- **Strategic Development of Volunteering**
Through the activity of Havering Volunteer Centre's partnership and engagement with local networks and decision makers to create a positive environment in which volunteering can flourish within the borough.
- **Developing Volunteering Opportunities**
For Havering Volunteer Centre, in partnership with local organisations, to develop activity to increase and improve the quantity, quality and diversity of volunteering locally by understanding local need and identifying any gaps in respect of groups that are under-represented in the borough.
- **Brokerage**
Havering Volunteer Centre strives to better inform the general public and all sectors about having access to an effective and efficient brokerage service by tailoring our service to reach targeted audiences, making it easily accessible for all.
- **Good Practice Development**
The aim of Havering Volunteer Centre is to improve or attain positive consistency across all sectors who involve or provide volunteers in their volunteering programmes. Havering Volunteer Centre will ensure that the value of Volunteer Management is understood and work to improve the way organisations manage volunteers and volunteering programmes.
- **Voice of Volunteering**
Through its activities, Havering Volunteer Centre increases the awareness of the issues impacting on volunteering by breaking down perceived barriers between the individual wishing to volunteer and the organisations involving volunteers.

HAVERING VOLUNTEER CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2023

ACHIEVEMENT AND PERFORMANCE

Charitable activities

During 2022/23, HVC have registered **971** individuals interested in volunteering.

Care Calls and Resident Support

HVC's volunteers this year have placed **2,587** hours of care calls, each call buddy volunteer is providing a high level of support from HVC and from this there have been many other areas of support identified. HVC received a call from an informal carer who had found herself looking after her 86 year old friend who had recently suffered a stroke. She needed to attend a hospital appointment at Barts and could not get her friend to the hospital on her own as she could no longer walk unaided. The carer had contacted her friends GP practice to arrange patient transport, they refused to help and pointed her to taking a taxi. When the carer approached the taxi company they were quoted over £300 for the fare. The carer contacted HVC in distress unsure of how she was going to get her friend to the hospital for her cardiac scan. HVC reassured the carer and said we would look in to what was available locally. We called the GP practice and were told they would not arrange the transport on her behalf, which led HVC to contacting the patient transport service at the hospital. We went through the patients' needs and the transport team agreed that she did warrant the service. After an hour, HVC were able to go back to the carer and confirm that we had arranged for transport for the patient and the carer to be picked up and dropped back home again after the appointment. We were also able to further confirm that this had now been set up for all future appointments. Both the carer and the cared for were delighted and relieved that this had been organised quickly and efficiently, which alleviated their anxiety.

Foodbank Vouchers

As an additional unfunded support, HVC offers the borough the issue of foodbank vouchers

During 2021/22 annual report HVC issued 625 foodbank vouchers however during this year's annual reporting period 2022/23 HVC has issued a staggering **790** foodbank vouchers. Importantly HVC's support just doesn't start and end there, HVC always tries to ascertain the root cause/issue they are facing and what additional support may be required. Through our due diligence processes we have been able to identify a bungalow style property in Havering that consisted of 13 adults and 4 children. We highlighted this to the local authority as it was not listed on the HMO database and they confirmed via a visit that this property was in serious breach of health and safety and at a high risk of fire hazard. The residents of this property are now residing in a safer environment and appropriately safeguarded.

Volunteer Placements

HVC have successfully referred **1,551** volunteers to registered opportunities during 2022/23 (many volunteers taking on more than one volunteering opportunity).

Since January 2016 to March 2023 Havering Volunteer Centre have placed **7,856** volunteers into volunteering roles in Havering, which equates to a staggering cost avoidance of **£37.2 million**, purely via the services of Havering Volunteer Centre.

Remarkably, as a direct result of volunteering, **482** individuals have progressed into paid employment. They mentioned that volunteering played a pivotal role for them in securing paid employment as they gained confidence, new skills, training and self-esteem. Without their volunteering journey they are confident this could not have been achieved.

If each of those **482** individuals who secured employment earned an average salary of £15,000pa. This would equate to **£7.23 Million** being brought into the economy of Havering just by securing volunteering that led to employment, via Havering Volunteer Centre, not forgetting the potential reduction in receipt of out of work benefits.

FINANCIAL REVIEW

Principal funding sources

The financial results for the year are set out in the attached accounts. They show a Deficit of £32,986 for the year, compared with a surplus of £9,735 for the year ended 31 March 2023. The total reserves at 31 March 2023 were £202,790 compared with £235,776 at 31 March 2022. This includes £15,857 held within restricted reserves (2022: £14,750). Total expenditure during the year was £170,032, compared with total expenditure of £170,793 during the year ended 31 March 2022.

HAVERING VOLUNTEER CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2023

FINANCIAL REVIEW

Reserves policy

HVC reserves policy is to carry six months normal expenditure, plus statutory pension and redundancy costs for all staff. The latter item is reviewed every year and ensures Trustees can balance their responsibilities to both employees and general creditors. These reserves are held in accessible form and do not rely on complicated release processes.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Organisation is a Charitable Incorporated Organisation (CIO) formed on 1st October 2015 and registered as a Charity on 22nd February 2016.

The Charity was formed under a CIO which established the objectives and powers of the charitable organisation and is governed under those terms.

Recruitment and appointment of new trustees

The process for appointment of the Charity's Trustees is set out in the CIO governing document. The minimum number of Trustees is three, with no maximum, however it was decided under these terms that a manageable number would not exceed twelve Trustees.

One third of the Trustees must retire (but may stand for re-election) each year. Trustees are appointed annually. Trustees may only hold the same Honorary Office role for a maximum of five years.

The Board of Trustees may appoint any person willing and fit to act as a Trustee, subject to the provisions of the CIO governing document. Appointments are usually, but not exclusively, made at the Annual General Meeting.

The Charity conducts regular skills, experience and diversity audits of Trustees. These audits identify gaps in skills or under-representation of particular groups or communities and are fundamental to the recruitment process. All potential Trustees initially meet with either a member of the existing Board of Trustees and/ or Chief Executive Officer. If this meeting is deemed successful at this informal interview, applicants are invited to observe a Board Meeting and meet the remaining Trustees. If all parties agree to proceed, the applicant is either co-opted or nominated for election at the AGM.

Organisational structure

Havering Volunteer Centre has a Board of Trustees which endeavour to meet bi-monthly ensuring the organisation is functioning adequately. The Board is responsible for the strategic direction and policies of the HVC. HVC's Chief Executive Officer holds the position of Ex-officio but has no voting rights.

As of the 31st March 2022, there were 5 Trustees who provide expertise on the voluntary sector, as well as personal and professional skills and experience relevant to the work of the organisation.

Responsibility for operational issues lies with Shelley Hart, Chief Executive Officer, who is supported by a team of staff and volunteer support. The Chief Executive is responsible for ensuring that HVC delivers services to meet targets and quality standards.

Induction and training of new trustees

Trustees are provided with a clear role description, outlining their statutory and additional responsibilities. On joining the Board, Trustees are introduced to other Board members and to paid staff and volunteers. They will participate in an induction and are expected to attend training to fulfil their role and responsibilities to HVC throughout their term of office. Trustees are encouraged to familiarise themselves with HVC's policies and procedures, the Business Plan, Funding Strategy, Budget and our CIO documentation.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1165759

HAVERING VOLUNTEER CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2023

Principal address

Community Reach House
32-34 The High Street
Romford
Essex
RM1 1HR

Trustees

Mrs Jan Scott (resigned 31.1.23)
Ms Sue Gill - Treasurer
Mrs Debra Branch - Vice chair
Mr Nigel Meyer - Chair
Mr Jim Cantle
Ms Lucie Vera-Sanso (appointed 31.1.23)

Independent Examiner

Clemence Hoar Cummings
Chartered Accountants
Riverside House
1-5 Como Street
Romford
Essex
RM7 7DN

Approved by order of the board of trustees on 17-10-23 and signed on its behalf
by:


.....
Mr Nigel Meyer - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
HAVERING VOLUNTEER CENTRE**

Independent examiner's report to the trustees of Havering Volunteer Centre

I report to the charity trustees on my examination of the accounts of Havering Volunteer Centre (the Trust) for the year ended 31 March 2023.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

1. accounting records were not kept in respect of the Trust as required by Section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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



Lee Blunden FCCA CTA

Clemence Hoar Cummings
Chartered Accountants
Riverside House
1-5 Como Street
Romford
Essex
RM7 7DN

Date: 17 October 2023

HAVERING VOLUNTEER CENTRE
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2023

	Notes	Unrestricted funds £	Restricted funds £	2023 Total funds £	2022 Total funds £
INCOME AND ENDOWMENTS FROM					
Charitable activities	4				
Core activities		75,734	21,827	97,561	116,786
Other trading activities	2	3,481	3,742	7,223	26,384
Investment income	3	32,262	-	32,262	37,358
Total		<u>111,477</u>	<u>25,569</u>	<u>137,046</u>	<u>180,528</u>
 EXPENDITURE ON					
Charitable activities					
Core activities		<u>145,570</u>	<u>24,462</u>	<u>170,032</u>	<u>170,793</u>
 NET INCOME/(EXPENDITURE)		(34,093)	1,107	(32,986)	9,735
 RECONCILIATION OF FUNDS					
Total funds brought forward		221,026	14,750	235,776	226,041
 TOTAL FUNDS CARRIED FORWARD		<u>186,933</u>	<u>15,857</u>	<u>202,790</u>	<u>235,776</u>

The notes form part of these financial statements

HAVERING VOLUNTEER CENTRE

BALANCE SHEET 31ST MARCH 2023

	Notes	Unrestricted funds £	Restricted funds £	2023 Total funds £	2022 Total funds £
FIXED ASSETS					
Tangible assets	8	2,251	-	2,251	3,001
CURRENT ASSETS					
Debtors	9	3,795	-	3,795	3,680
Cash at bank and in hand		184,024	15,857	199,881	231,883
		<u>187,819</u>	<u>15,857</u>	<u>203,676</u>	<u>235,563</u>
CREDITORS					
Amounts falling due within one year	10	(3,137)	-	(3,137)	(2,788)
NET CURRENT ASSETS		<u>184,682</u>	<u>15,857</u>	<u>200,539</u>	<u>232,775</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>186,933</u>	<u>15,857</u>	<u>202,790</u>	<u>235,776</u>
NET ASSETS		<u>186,933</u>	<u>15,857</u>	<u>202,790</u>	<u>235,776</u>
FUNDS	11				
Unrestricted funds				186,933	221,026
Restricted funds				15,857	14,750
TOTAL FUNDS				<u>202,790</u>	<u>235,776</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 17 October 2023 and were signed on its behalf by:


Mr Nigel Meyer - Trustee

HAVERING VOLUNTEER CENTRE
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2023

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds. It is probable that the income will be received and the amount can be measured reliably.

The following specific policies are applied to particular categories of income:

Voluntary income is received by way of grants, donations and gifts and is included in full in the statement of financial activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.

Investment income and fundraising proceeds are included when receivable.

Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

Fees are included when the charity has a right to income by way of performance of services.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure. It is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Computer equipment - 25% on reducing balance

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

HAVERING VOLUNTEER CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31ST MARCH 2023

1. ACCOUNTING POLICIES - continued

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. OTHER TRADING ACTIVITIES

	2023	2022
	£	£
Fundraising events	<u>7,223</u>	<u>26,384</u>

3. INVESTMENT INCOME

	2023	2022
	£	£
Rents received	32,190	37,358
Deposit account interest	<u>72</u>	<u>-</u>
	<u>32,262</u>	<u>37,358</u>

4. INCOME FROM CHARITABLE ACTIVITIES

	2023	2022
	£	£
Grants	<u>97,561</u>	<u>116,786</u>

Grants received, included in the above, are as follows:

	2023	2022
	£	£
London Borough of Havering	56,272	56,272
Clarion Futures	10,000	-
Bulldog TST - Fore Fund	-	15,000
London Borough of Havering Other	9,462	19,300
Clarions	-	5,298
NVCO - National Organisation of Voluntary Organisations	-	1,500
TNL Climate	-	7,400
Havering Theatre	-	12,016
LBH Climate Champion	11,197	-
B&Q Neighbourly Fund	5,000	-
The Community Chest	4,630	-
Mayor's Weekend	<u>1,000</u>	<u>-</u>
	<u>97,561</u>	<u>116,786</u>

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st March 2023 nor for the year ended 31st March 2022.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31st March 2023 nor for the year ended 31st March 2022.

HAVERING VOLUNTEER CENTRE
NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST MARCH 2023

6. STAFF COSTS

The average monthly number of employees during the year was as follows:

	2023	2022
Personnel	<u><u>5</u></u>	<u><u>6</u></u>

No employees received emoluments in excess of £60,000.

Key Management Personnel

The key management personnel of the charity in charge of directing and controlling, running and operating the charity on a day to day basis comprise the Trustees, the Chief Executive Officer and the Centre Operations Manager . The total remuneration of the key management personnel for the year was £78,097 (2022: £75,203).

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - 31ST MARCH 2020

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM Charitable activities			
Core activities	82,370	34,416	116,786
Other trading activities	26,384	-	26,384
Investment income	<u>37,358</u>	<u>-</u>	<u>37,358</u>
Total	<u>146,112</u>	<u>34,416</u>	<u>180,528</u>
EXPENDITURE ON Charitable activities			
Core activities	<u>113,322</u>	<u>57,471</u>	<u>170,793</u>
NET INCOME/(EXPENDITURE)	32,790	(23,055)	9,735
RECONCILIATION OF FUNDS			
Total funds brought forward	<u>188,236</u>	<u>37,805</u>	<u>226,041</u>
TOTAL FUNDS CARRIED FORWARD	<u><u>221,026</u></u>	<u><u>14,750</u></u>	<u><u>235,776</u></u>

HAVERING VOLUNTEER CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31ST MARCH 2023

8. TANGIBLE FIXED ASSETS

	Computer equipment £
COST	
At 1st April 2022 and 31st March 2023	<u>6,141</u>
DEPRECIATION	
At 1st April 2022	3,140
Charge for year	<u>750</u>
At 31st March 2023	<u>3,890</u>
NET BOOK VALUE	
At 31st March 2023	<u>2,251</u>
At 31st March 2022	<u>3,001</u>

9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023 £	2022 £
Other debtors	2,056	2,056
Prepayments	<u>1,739</u>	<u>1,624</u>
	<u>3,795</u>	<u>3,680</u>

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023 £	2022 £
Taxation and social security	499	478
Other creditors	<u>2,638</u>	<u>2,310</u>
	<u>3,137</u>	<u>2,788</u>

11. MOVEMENT IN FUNDS

	At 1.4.22 £	Net movement in funds £	At 31.3.23 £
Unrestricted funds			
General fund	135,026	(34,093)	100,933
Designated fund - pension and redundancy	<u>86,000</u>	-	<u>86,000</u>
	221,026	(34,093)	186,933
Restricted funds			
Secret Garden	-	2,695	2,695
TNL Climate	4,750	(4,750)	-
Havering Theatre	10,000	(6,000)	4,000
LBH Climate Champion	-	4,832	4,832
The Community Chest Fund	-	3,330	3,330
Mayor's Weekend Fund	-	<u>1,000</u>	<u>1,000</u>
	<u>14,750</u>	<u>1,107</u>	<u>15,857</u>
TOTAL FUNDS	<u>235,776</u>	<u>(32,986)</u>	<u>202,790</u>

HAVERING VOLUNTEER CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31ST MARCH 2023

11. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	111,477	(145,570)	(34,093)
Restricted funds			
Secret Garden	3,742	(1,047)	2,695
TNL Climate	-	(4,750)	(4,750)
Havering Theatre	-	(6,000)	(6,000)
LBH Climate Champion	11,197	(6,365)	4,832
B&Q Neighbourly Fund	5,000	(5,000)	-
The Community Chest Fund	4,630	(1,300)	3,330
Mayor's Weekend Fund	1,000	-	1,000
	<u>25,569</u>	<u>(24,462)</u>	<u>1,107</u>
TOTAL FUNDS	<u>137,046</u>	<u>(170,032)</u>	<u>(32,986)</u>

Comparatives for movement in funds

	At 1.4.21 £	Net movement in funds £	At 31.3.22 £
Unrestricted funds			
General fund	102,236	32,790	135,026
Designated fund - pension and redundancy	<u>86,000</u>	<u>-</u>	<u>86,000</u>
	188,236	32,790	221,026
Restricted funds			
Big Lottery Grant	9,300	(9,300)	-
Team London CC Project	7,899	(7,899)	-
The Sun CV-19	15,000	(15,000)	-
City Bridge Trust C-19	2,564	(2,564)	-
Volunteering Matters	3,042	(3,042)	-
TNL Climate	-	4,750	4,750
Havering Theatre	<u>-</u>	<u>10,000</u>	<u>10,000</u>
	<u>37,805</u>	<u>(23,055)</u>	<u>14,750</u>
TOTAL FUNDS	<u>226,041</u>	<u>9,735</u>	<u>235,776</u>

HAVERING VOLUNTEER CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31ST MARCH 2023

11. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	146,112	(113,322)	32,790
Restricted funds			
Big Lottery Grant	-	(9,300)	(9,300)
Team London CC Project	-	(7,899)	(7,899)
The Sun CV-19	-	(15,000)	(15,000)
City Bridge Trust C-19	-	(2,564)	(2,564)
Volunteering Matters	-	(3,042)	(3,042)
Fore Fund	15,000	(15,000)	-
TNL Climate	7,400	(2,650)	4,750
Havering Theatre	12,016	(2,016)	10,000
	<u>34,416</u>	<u>(57,471)</u>	<u>(23,055)</u>
TOTAL FUNDS	<u>180,528</u>	<u>(170,793)</u>	<u>9,735</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.21 £	Net movement in funds £	At 31.3.23 £
Unrestricted funds			
General fund	102,236	(1,303)	100,933
Designated fund - pension and redundancy	<u>86,000</u>	<u>-</u>	<u>86,000</u>
	188,236	(1,303)	186,933
Restricted funds			
Big Lottery Grant	9,300	(9,300)	-
Secret Garden	-	2,695	2,695
Team London CC Project	7,899	(7,899)	-
The Sun CV-19	15,000	(15,000)	-
City Bridge Trust C-19	2,564	(2,564)	-
Volunteering Matters	3,042	(3,042)	-
Havering Theatre	-	4,000	4,000
LBH Climate Champion	-	4,832	4,832
The Community Chest Fund	-	3,330	3,330
Mayor's Weekend Fund	<u>-</u>	<u>1,000</u>	<u>1,000</u>
	<u>37,805</u>	<u>(21,948)</u>	<u>15,857</u>
TOTAL FUNDS	<u>226,041</u>	<u>(23,251)</u>	<u>202,790</u>

HAVERING VOLUNTEER CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31ST MARCH 2023

11. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	257,589	(258,892)	(1,303)
Restricted funds			
Big Lottery Grant	-	(9,300)	(9,300)
Secret Garden	3,742	(1,047)	2,695
Team London CC Project	-	(7,899)	(7,899)
The Sun CV-19	-	(15,000)	(15,000)
City Bridge Trust C-19	-	(2,564)	(2,564)
Volunteering Matters	-	(3,042)	(3,042)
Fore Fund	15,000	(15,000)	-
TNL Climate	7,400	(7,400)	-
Havering Theatre	12,016	(8,016)	4,000
LBH Climate Champion	11,197	(6,365)	4,832
B&Q Neighbourly Fund	5,000	(5,000)	-
The Community Chest Fund	4,630	(1,300)	3,330
Mayor's Weekend Fund	1,000	-	1,000
	<u>59,985</u>	<u>(81,933)</u>	<u>(21,948)</u>
TOTAL FUNDS	<u>317,574</u>	<u>(340,825)</u>	<u>(23,251)</u>

TNL Climate

This fund had an opening balance of £4,750, during the year no grant funds have been received and £4,750 has been expended, leaving a remaining balance of nil. This fund was used to engage Clean-up Ambassadors to work in synergy with the local authority on their climate Challenge agenda.

Havering Theatre

This fund had an opening balance of £10,000, during the year no grant funds have been received and £6,000 has been expended, leaving a remaining balance of £4,000. This fund is to be used on the Havering Changing Project - Recruiting and engaging In the know Volunteers to inform the community about what is happening on their door step.

LBH Climate Champion

This fund had an opening balance of nil, during the year £11,197 of grant funds have been received and £6,365 has been expended, leaving a remaining balance of £4,832. This fund is to be used for recruiting and retaining climate champions, purchasing equipment and facilitating events

Community Chest

This fund had an opening balance of nil, during the year £4,630 of grant funds have been received and £1,300 has been expended, leaving a remaining balance of £3,330. This fund is to be used on the telephone befriending programme to reduce loneliness and isolation

The Mayors Weekend

This fund had an opening balance of nil, during the year £1,000 of grant funds have been received and nil has been expended, leaving a remaining balance of £1,000. This fund is to be used on the everyone together project

HAVERING VOLUNTEER CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31ST MARCH 2023

11. MOVEMENT IN FUNDS - continued

Secret Blind Garden

This fund had an opening balance of nil, during the year £3,742 of grant funds have been received and £1,047 has been expended, leaving a remaining balance of £2,695. This is funds held on behalf of the Friends of the Sensory Garden group for direct expenditure on the maintenance and upkeep of the Secret Blind Garden.

Designated fund - Pension and Redundancy

The fund was created to cover potential pension and redundancy costs. This fund had an opening balance of £86,000. During the year no grant funds have been received and nil has been expended, leaving a remaining balance of £86,000.

12. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31st March 2023, nor for the year ended 31 March 2022

HAVERING VOLUNTEER CENTRE
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2023

	2023 £	2022 £
INCOME AND ENDOWMENTS		
Other trading activities		
Fundraising events	7,223	26,384
Investment income		
Rents received	32,190	37,358
Deposit account interest	<u>72</u>	<u>-</u>
	32,262	37,358
Charitable activities		
Grants	<u>97,561</u>	<u>116,786</u>
Total incoming resources	137,046	180,528
EXPENDITURE		
Charitable activities		
Wages	113,917	118,610
Social security	4,927	4,894
Pensions	3,039	2,876
Rates and water	1,882	1,770
Rent	12,000	12,000
Light and heat	4,371	4,114
Postage and stationery	1,248	2,469
Advertising	126	1,737
Sundries	1,031	976
Hire of equipment	1,929	1,587
Event costs	5,391	4,158
Repairs maintenance	6,461	5,128
Telephone	2,307	2,780
Subscriptions	1,327	1,530
Training	270	967
Travel	251	212
Accountancy	2,904	2,550
Professional fees	3,134	-
Insurance	1,798	1,279
Cleaning	969	156
Depreciation of tangible fixed assets	<u>750</u>	<u>1,000</u>
	170,032	170,793
Total resources expended	170,032	170,793
Net (expenditure)/income	<u>(32,986)</u>	<u>9,735</u>

This page does not form part of the statutory financial statements

Accounts

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2022
FOR
HAVERING VOLUNTEER CENTRE**

Clemence Hoar Cummings
Chartered Accountants
Riverside House
1-5 Como Street
Romford
Essex
RM7 7DN

HAVERING VOLUNTEER CENTRE
CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2022

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HAVERING VOLUNTEER CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2022

The Trustees present their report with the financial statements of the charity for the year ended 31st March 2022. The Trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The vision of Havering Volunteer Centre is to:

Enable positive change to lives and communities through volunteering by:

- Changing perceptions and people's behaviour towards volunteering
- Increase access to volunteering opportunities
- Highlight the positive personal benefits of volunteering

To achieve our vision HVC will educate, train and promote the true meaning of what it is to volunteer, increase awareness of opportunities available, identify methods of accessing volunteering and promote the health, well-being benefits and positive impact of volunteering.

The mission statement of Havering Volunteer Centre (HVC) is to:

Create and support a broad spectrum of volunteering opportunities by:

- Actively seeking a diverse range of volunteering opportunities
- Supporting Organisations to develop their roles and increase volunteering
- Ensure a high standard in volunteer management to strengthen the sector

To achieve our mission HVC will do this by providing access to volunteer management training, supporting our partners with the recruitment and retention of volunteers, provide access to our volunteering toolkit and offer support via forums.

Our aims are to:

- Maintain the 5 core functions of HVC in line with our quality standards
- Advise and support our VCS partners to enable the strengthening of our sector
- Guide and inform those wishing to volunteer to seek their aspirations
- Enhance HVC to become an easily accessible organisation
- Strive to provide impactful volunteering opportunities

For HVC to deliver on its vision, mission and aims as a collective we believe in the following set of **strategic objectives**:

- Sustainability

HVC will ensure the foundations of our charity are resilient, diversely funded and appropriately structured to enable us to adopt the Community Action Network Framework to enable the sector to also become sustainable.

- Growth

HVC needs to continue to grow to enable us to be responsive and supportive to both community and sector needs. HVC will ensure that the organisation remains relevant, up to date on policies, procedures and changes that affect the VCS and those accessing volunteering.

- Development

HVC knows that to stay current and ahead of the trend, we need to constantly develop our approach and the services provided to enable HVC to remain as the go to organisation and an integral part of Havering Voluntary Sector.

HAVERING VOLUNTEER CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2022

OBJECTIVES AND ACTIVITIES

Significant activities

HVC is the only licenced Volunteer Centre operating in Havering and works within the recognised Quality Accreditation Scheme operated by the National Council for Voluntary Organisations (NCVO), who are the national body for Volunteer Centres, with HVC attaining accreditation status. HVC recognises the importance of obtaining accreditations and will continue to strive to achieve these recognised standards and maintain its excellent standing in the voluntary sector.

HVC champions the voluntary sector and volunteering by connecting, representing and supporting voluntary organisations. Our services include training, consultancy, information, resources and toolkits on governance, campaigning, strategy, impact and volunteer recruitment and retention.

HVC aims to support and encourage volunteering, promoting equality of access to volunteer opportunities for all in Havering. HVC works in collaboration with organisations to develop volunteering opportunities, ensuring high standards in volunteer management, and strengthening the voluntary sector in Havering. HVC will never underestimate the importance or power of volunteering in the community and strives to change the perception and understanding of what it means to be a volunteer in the London Borough of Havering.

HVC is determined that the services they undertake strengthens the Voluntary Sector in Havering and aims to support all voluntary and community groups to achieve their delivery of service by engaging the right volunteers, to enable sustainability and consistency of service delivery that benefits the community.

The 5 core functions of the Volunteer Centre:

- **Strategic Development of Volunteering**
Through the activity of Havering Volunteer Centre's partnership and engagement with local networks and decision makers to create a positive environment in which volunteering can flourish within the borough.
- **Developing Volunteering Opportunities**
For Havering Volunteer Centre, in partnership with local organisations, to develop activity to increase and improve the quantity, quality and diversity of volunteering locally by understanding local need and identifying any gaps in respect of groups that are under-represented in the borough.
- **Brokerage**
Havering Volunteer Centre strives to better inform the general public and all sectors about having access to an effective and efficient brokerage service by tailoring our service to reach targeted audiences, making it easily accessible for all.
- **Good Practice Development**
The aim of Havering Volunteer Centres aim to improve or attain positive consistency across all sectors who involve or provide volunteers in their volunteering programmes. Havering Volunteer Centre will ensure that the value of Volunteer Management is understood and work to improve the way organisations manage volunteers and volunteering programmes.
- **Voice of Volunteering**
Through its activities, Havering Volunteer Centre increases the awareness of the issues impacting on volunteering by breaking down perceived barriers between the individual wishing to volunteer and the organisations involving volunteers.

HAVERING VOLUNTEER CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2022

ACHIEVEMENT AND PERFORMANCE

Charitable activities

During 2021/22, HVC have registered **949** individuals interested in volunteering.

Care Calls and Resident Support

HVC's volunteers this year have placed **2,817** hours of care calls, each call buddy volunteer is providing a high level of support from HVC and from this there have been many other areas of support identified, we have assisted an 87 year old female with heating issues and managed to get an engineer out to her within 2 hours of her calling. HVC have also made various referrals to our partner agencies, most recently one to CAB to assist with an eviction of a 74 year old male from his home of 22 years.

HVC received a call from an elderly resident who was undergoing cancer treatment; her son sadly passed 18 months ago so she was struggling with the cost of Taxi fares and suffers sickness from her treatment which was exacerbated when faced with using hospital transport. HVC discussed the Taxi Card service with them and informed her of how she could apply, she refused the help of Age UK, as she felt she could make the application herself but did not have internet access to download the form, HVC downloaded the form and sent this to her in the post, she was most delighted to be able to reach one location and get the help she needed, we did also include the details for Age UK advice and information just in case she changed her mind.

Christmas 2021

HVC's volunteers placed **35** calls to residents on Christmas Day; these are calls which are placed outside of usual Check In and Chat Service. One gentleman facing a lonely Christmas as his neighbour who used to share the day with him had recently passed away and wasn't even sure if he would even get a Christmas Dinner. HVC contacted a number of our partner agencies for help and managed to source him a free Christmas Lunch via British Red Cross Services. HVC also paired him up with a Christmas Day Volunteer Buddy for a chat over the phone; they both had a jolly good time as his pet parrot joined in too, although we couldn't possibly repeat what the parrot had to say.

HVC also received a lovely letter just after Christmas 2021 from the Captains at Salvation Army thanking us for the **10** volunteers that we engaged for them to support the preparation and serving of their Xmas lunches. They hit a few Covid related hurdles with staff and internal volunteers having to isolate and thought their lunches would be in jeopardy but thanked HVC for literally saving the day with our volunteers!

Foodbank Vouchers

As an additional of unfunded support HVC offers the borough is the issue of foodbank vouchers. During the Covid-19 pandemic HVC became one of, if not the largest foodbank voucher issuer in Havering.

Over the past **12** months HVC has issued a staggering **625** foodbank vouchers but our support just doesn't start and end there. HVC always tries to ascertain the root cause and what additional support may be required. One resident called HVC in desperate need of a foodbank voucher but our staff sensed that there were more complex needs at foot. Through our person centred approach we were able to ascertain that this family had been through a horrific ordeal and required not only practical support but emotional too. Working with our partners in the VCS we were able to secure **1-2-1** counselling.

Medical Equipment Deliveries

HVC were approached by our NHS partners as they urgently needed to deliver **1,800** blood pressure monitors across **116** GP Surgeries in Havering, Barking, Dagenham and Redbridge.

This was a bigger undertaking than first thought, the monitors arrived by the arctic lorry load to our offices in Romford, they were on pallets and encased in large boxes. The brief from the NHs was:

- Note all the serial numbers on each device - **1,800** serial numbers noted
- Print delivery slips - **2** copies for **116** practices printed
- Engage Volunteers to deliver monitors - **10** Volunteers supported the delivery
- Plan delivery routes - Routes prepared for **166** practices

HAVERING VOLUNTEER CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2022

This task involved **125** hours of HVC and Volunteer time, which is a cost avoidance total of **£1,406.25**.

Covid-19 Call Centre

HVC's consistent support to statutory and public sectors throughout the pandemic made HVC a port of call in times of need. The Local Authority were tasked with supporting the NHS to place **8,000** phone calls to residents with no engagement in the Covid-19 vaccination programme. They came to HVC for support in facilitating the call centre and engagement of volunteers to place the calls. HVC had **25** volunteers and its Operations Manager ran the centre from HVC's office. HVC undertook this in record time, was the only call centre that reported no abusive phone callers and booked **200** appointments in the first **5** days.

Afghanistan Humanitarian Appeal

September 2021 saw a large scale evacuation plan of Afghan Refugees who had supported both the British and American army. HVC opened up an appeal for donations to support fleeing families coming in to London, this request was for a **2** day period only.

In those 2 days, HVC received in excess of **1,100** bags of donations and became the largest receiving donation site in London. It then took **6** months for HVC to sort and distribute items to families from Afghanistan to hotels and receiving centres across London.

Volunteer Placements

HVC have successfully referred **1,644** volunteers to registered opportunities during 2021/22 (many volunteers taking on more than one volunteering opportunity).

Since January 2016 to March 2022 Havering Volunteer Centre have placed **6,305** volunteers into volunteering roles in Havering, which equates to a staggering cost avoidance of **£29.8 million**, purely via the services of Havering Volunteer Centre.

Remarkably, as a direct result of volunteering, **450** individuals have progressed into paid employment. They mentioned that volunteering played a pivotal role for them in securing paid employment as they gained confidence, new skills, training and self-esteem. Without their volunteering journey they are confident this could not have been achieved.

If each of those **450** individuals who secured employment earned an average salary of £15,000pa. This would equate to **£6.75 Million** being brought into the economy of Havering just by securing volunteering that led to employment, via Havering Volunteer Centre, not forgetting the potential reduction in receipt of out of work benefits.

FINANCIAL REVIEW

Principal funding sources

The financial results for the year are set out in the attached accounts. They show a surplus of £9,735 for the year, compared with a surplus of £132,986 for the year ended 31 March 2021. The total reserves at 31 March 2022 were £235,776 compared with £226,041 at 31 March 2021. This includes £14,750 held within restricted reserves (2021: £37,805). Total expenditure during the year was £170,793, compared with total expenditure of £181,419 during the year ended 31 March 2021.

Reserves policy

HVC reserves policy is to carry six months normal expenditure, plus statutory pension and redundancy costs for all staff. The latter item is reviewed every year and ensures Trustees can balance their responsibilities to both employees and general creditors. These reserves are held in accessible form and do not rely on complicated release processes.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Organisation is a Charitable Incorporated Organisation (CIO) formed on 1st October 2015 and registered as a Charity on 22nd February 2016.

The Charity was formed under a CIO which established the objectives and powers of the charitable organisation and is governed under those terms.

HAVERING VOLUNTEER CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2022

STRUCTURE, GOVERNANCE AND MANAGEMENT

Recruitment and appointment of new trustees

The process for appointment of the Charity's Trustees is set out in the CIO governing document. The minimum number of Trustees is three, with no maximum, however it was decided under these terms that a manageable number would not exceed twelve Trustees.

One third of the Trustees must retire (but may stand for re-election) each year. Trustees are appointed annually. Trustees may only hold the same Honorary Office role for a maximum of five years.

The Board of Trustees may appoint any person willing and fit to act as a Trustee, subject to the provisions of the CIO governing document. Appointments are usually, but not exclusively, made at the Annual General Meeting.

The Charity conducts regular skills, experience and diversity audits of Trustees. These audits identify gaps in skills or under-representation of particular groups or communities and are fundamental to the recruitment process. All potential Trustees initially meet with either a member of the existing Board of Trustees and/ or Chief Executive Officer. If this meeting is deemed successful at this informal interview, applicants are invited to observe a Board Meeting and meet the remaining Trustees. If all parties agree to proceed, the applicant is either co-opted or nominated for election at the AGM.

Organisational structure

Havering Volunteer Centre has a Board of Trustees which endeavour to meet bi-monthly ensuring the organisation is functioning adequately. The Board is responsible for the strategic direction and policies of the HVC. HVC's Chief Executive Officer holds the position of Ex-officio but has no voting rights.

As of the 31st March 2022, there were 5 Trustees who provide expertise on the voluntary sector, as well as personal and professional skills and experience relevant to the work of the organisation.

Responsibility for operational issues lies with Shelley Hart, Chief Executive Officer, who is supported by a team of staff and volunteer support. The Chief Executive is responsible for ensuring that HVC delivers services to meet targets and quality standards.

Induction and training of new trustees

Trustees are provided with a clear role description, outlining their statutory and additional responsibilities. On joining the Board, Trustees are introduced to other Board members and to paid staff and volunteers. They will participate in an induction and are expected to attend training to fulfil their role and responsibilities to HVC throughout their term of office. Trustees are encouraged to familiarise themselves with HVC's policies and procedures, the Business Plan, Funding Strategy, Budget and our CIO documentation.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1165759

Principal address

Community Reach House
32-34 The High Street
Romford
Essex
RM1 1HR

Trustees

Mrs Jan Scott
Ms Sue Gill - Treasurer
Mrs Debra Branch - Vice chair
Mr Vijay Reed - Secretary (resigned 8.4.21)
Mr Nigel Meyer - Chair
Mr Jim Cantle

HAVERING VOLUNTEER CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2022

REFERENCE AND ADMINISTRATIVE DETAILS

Independent Examiner
Clemence Hoar Cummings
Chartered Accountants
Riverside House
1-5 Como Street
Romford
Essex
RM7 7DN

Approved by order of the board of trustees on 14-12-2022 and signed on its behalf
by:



.....
Mr Nigel Meyer - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
HAVERING VOLUNTEER CENTRE**

Independent examiner's report to the trustees of Havering Volunteer Centre

I report to the charity trustees on my examination of the accounts of Havering Volunteer Centre (the Trust) for the year ended 31st March 2022.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

1. accounting records were not kept in respect of the Trust as required by Section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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

LB

Lee Blunden
FCCA CTA
Clemence Hoar Cummings
Chartered Accountants
Riverside House
1-5 Como Street
Romford
Essex
RM7 7DN

Date: 14 December 2022

HAVERING VOLUNTEER CENTRE
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2022

	Notes	Unrestricted funds £	Restricted funds £	2022 Total funds £	2021 Total funds £
INCOME AND ENDOWMENTS FROM					
Charitable activities					
Core activities		82,370	34,416	116,786	270,749
Other trading activities	2	26,384	-	26,384	15,124
Investment income	3	37,358	-	37,358	28,532
Total		146,112	34,416	180,528	314,405
EXPENDITURE ON					
Charitable activities					
Core activities		113,322	57,471	170,793	181,419
NET INCOME/(EXPENDITURE)		32,790	(23,055)	9,735	132,986
RECONCILIATION OF FUNDS					
Total funds brought forward		188,236	37,805	226,041	93,055
TOTAL FUNDS CARRIED FORWARD		221,026	14,750	235,776	226,041

The notes form part of these financial statements

HAVERING VOLUNTEER CENTRE

BALANCE SHEET 31ST MARCH 2022

	Notes	Unrestricted funds £	Restricted funds £	2022 Total funds £	2021 Total funds £
FIXED ASSETS					
Tangible assets	8	3,001	-	3,001	4,001
CURRENT ASSETS					
Debtors	9	3,680	-	3,680	2,804
Cash at bank and in hand		217,133	14,750	231,883	223,380
		220,813	14,750	235,563	226,184
CREDITORS					
Amounts falling due within one year	10	(2,788)	-	(2,788)	(4,144)
NET CURRENT ASSETS		218,025	14,750	232,775	222,040
TOTAL ASSETS LESS CURRENT LIABILITIES		221,026	14,750	235,776	226,041
NET ASSETS		221,026	14,750	235,776	226,041
FUNDS	11				
Unrestricted funds				221,026	188,236
Restricted funds				14,750	37,805
TOTAL FUNDS				235,776	226,041

The financial statements were approved by the Board of Trustees and authorised for issue on 14-12-2022 and were signed on its behalf by:



Mr Nigel Meyer - Trustee

The notes form part of these financial statements

HAVERING VOLUNTEER CENTRE
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2022

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds. It is probable that the income will be received and the amount can be measured reliably.

The following specific policies are applied to particular categories of income:

Voluntary income is received by way of grants, donations and gifts and is included in full in the statement of financial activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.

Investment income and fundraising proceeds are included when receivable.

Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

Fees are included when the charity has a right to income by way of performance of services.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure. It is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Computer equipment - 25% on reducing balance

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

HAVERING VOLUNTEER CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31ST MARCH 2022

1. ACCOUNTING POLICIES - continued

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. OTHER TRADING ACTIVITIES

	2022 £	2021 £
Fundraising events	26,384	15,124

3. INVESTMENT INCOME

	2022 £	2021 £
Rents received	37,358	28,532

4. INCOME FROM CHARITABLE ACTIVITIES

	Activity	2022 £	2021 £
Grants	Core activities	116,786	270,749

Grants received, included in the above, are as follows:

	2022 £	2021 £
London Borough of Havering	56,272	56,274
Groundwork UK	-	500
Big Lottery	-	9,300
Greater London Volunteering	-	1,500
Veolia Grant	-	15,127
LBH Food - CV-19	-	30,000
LBH Salaries - CV19	-	28,778
The Sun	-	15,000
Community City Bridge Trust - CV19	-	4,700
Volunteering Matters	-	3,122
London Community Fund	-	50,044
City of London	-	9,800
Clarion Futures	-	2,000
Bulldog TST - Fore Fund	15,000	4,800
London Borough of Havering Other	19,300	20,000
Clarions	5,298	7,675
GLA	-	7,925
GC	-	2,704
NVCO - National Organisation of Voluntary Organisations	1,500	1,500
TNL Climate	7,400	-
Havering Theatre	12,016	-
	116,786	270,749

HAVERING VOLUNTEER CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31ST MARCH 2022

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st March 2022 nor for the year ended 31st March 2021.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31st March 2022 nor for the year ended 31st March 2021.

6. STAFF COSTS

The average monthly number of employees during the year was as follows:

	2022	2021
	6	6
Personnel		

No employees received emoluments in excess of £60,000.

Key Management Personnel

The key management personnel of the charity in charge of directing and controlling, running and operating the charity on a day to day basis comprise the Trustees, the Chief Executive Officer and the Centre Operations Manager. The total remuneration (including taxable benefits and employer's national insurance contribution) of the key management personnel for the year was £83,140 (2021: £73,802).

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - 31ST MARCH 2020

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Charitable activities			
Core activities	122,505	148,244	270,749
Other trading activities	15,124	-	15,124
Investment income	28,532	-	28,532
Total	166,161	148,244	314,405
EXPENDITURE ON			
Charitable activities			
Core activities	59,239	122,180	181,419
NET INCOME	106,922	26,064	132,986
RECONCILIATION OF FUNDS			
Total funds brought forward	81,314	11,741	93,055
TOTAL FUNDS CARRIED FORWARD	188,236	37,805	226,041

HAVERING VOLUNTEER CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31ST MARCH 2022

8. TANGIBLE FIXED ASSETS

	Computer equipment £
COST	
At 1st April 2021 and 31st March 2022	6,141
DEPRECIATION	
At 1st April 2021	2,140
Charge for year	1,000
At 31st March 2022	3,140
NET BOOK VALUE	
At 31st March 2022	3,001
At 31st March 2021	4,001

9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022 £	2021 £
Other debtors	2,056	1,011
Prepayments	1,624	1,793
	3,680	2,804

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022 £	2021 £
Taxation and social security	478	539
Other creditors	2,310	3,605
	2,788	4,144

11. MOVEMENT IN FUNDS

	At 1.4.21 £	Net movement in funds £	At 31.3.22 £
Unrestricted funds			
General fund	102,236	32,790	135,026
Designated fund - pension and redundancy	86,000	-	86,000
	188,236	32,790	221,026
Restricted funds			
Big Lottery Grant	9,300	(9,300)	-
Team London CC Project	7,899	(7,899)	-
The Sun CV-19	15,000	(15,000)	-
City Bridge Trust C-19	2,564	(2,564)	-
Volunteering Matters	3,042	(3,042)	-
TNL Climate	-	4,750	4,750
Haverling Theatre	-	10,000	10,000
	37,805	(23,055)	14,750
TOTAL FUNDS	226,041	9,735	235,776

HAVERING VOLUNTEER CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31ST MARCH 2022

11. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	146,112	(113,322)	32,790
Restricted funds			
Big Lottery Grant	-	(9,300)	(9,300)
Team London CC Project	-	(7,899)	(7,899)
The Sun CV-19	-	(15,000)	(15,000)
City Bridge Trust C-19	-	(2,564)	(2,564)
Volunteering Matters	-	(3,042)	(3,042)
Fore Fund	15,000	(15,000)	-
TNL Climate	7,400	(2,650)	4,750
Havering Theatre	12,016	(2,016)	10,000
	<u>34,416</u>	<u>(57,471)</u>	<u>(23,055)</u>
TOTAL FUNDS	<u>180,528</u>	<u>(170,793)</u>	<u>9,735</u>

Comparatives for movement in funds

	At 1.4.20 £	Net movement in funds £	Transfers between funds £	At 31.3.21 £
Unrestricted funds				
General fund	81,314	106,922	(86,000)	102,236
Designated fund - pension and redundancy	-	-	86,000	86,000
	<u>81,314</u>	<u>106,922</u>	<u>-</u>	<u>188,236</u>
Restricted funds				
Big Lottery Grant	-	9,300	-	9,300
SEGRO community fund	2,342	(2,342)	-	-
Team London CC Project	7,899	-	-	7,899
Team London Trustee Pilot	1,500	(1,500)	-	-
The Sun CV-19	-	15,000	-	15,000
City Bridge Trust C-19	-	2,564	-	2,564
Volunteering Matters	-	3,042	-	3,042
	<u>11,741</u>	<u>26,064</u>	<u>-</u>	<u>37,805</u>
TOTAL FUNDS	<u>93,055</u>	<u>132,986</u>	<u>-</u>	<u>226,041</u>

HAVERING VOLUNTEER CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31ST MARCH 2022

11. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	166,161	(59,239)	106,922
Restricted funds			
Big Lottery Grant	9,300	-	9,300
SEGRO community fund	-	(2,342)	(2,342)
Team London Trustee Pilot	-	(1,500)	(1,500)
LBH Food CV-19	30,000	(30,000)	-
LBH Salary CV-19	28,778	(28,778)	-
The Sun CV-19	15,000	-	15,000
City Bridge Trust C-19	4,700	(2,136)	2,564
Volunteering Matters	3,122	(80)	3,042
Clarion Futures	2,000	(2,000)	-
Groundworks	500	(500)	-
Fore Fund	4,800	(4,800)	-
London community fund restricted	50,044	(50,044)	-
	<u>148,244</u>	<u>(122,180)</u>	<u>26,064</u>
TOTAL FUNDS	<u>314,405</u>	<u>(181,419)</u>	<u>132,986</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.20 £	Net movement in funds £	Transfers between funds £	At 31.3.22 £
Unrestricted funds				
General fund	81,314	139,712	(86,000)	135,026
Designated fund - pension and redundancy	-	-	86,000	86,000
	<u>81,314</u>	<u>139,712</u>	<u>-</u>	<u>221,026</u>
Restricted funds				
SEGRO community fund	2,342	(2,342)	-	-
Team London CC Project	7,899	(7,899)	-	-
Team London Trustee Pilot	1,500	(1,500)	-	-
TNL Climate	-	4,750	-	4,750
Havering Theatre	-	10,000	-	10,000
	<u>11,741</u>	<u>3,009</u>	<u>-</u>	<u>14,750</u>
TOTAL FUNDS	<u>93,055</u>	<u>142,721</u>	<u>-</u>	<u>235,776</u>

HAVERING VOLUNTEER CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31ST MARCH 2022

11. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	312,273	(172,561)	139,712
Restricted funds			
Big Lottery Grant	9,300	(9,300)	-
SEGRO community fund	-	(2,342)	(2,342)
Team London CC Project	-	(7,899)	(7,899)
Team London Trustee Pilot	-	(1,500)	(1,500)
LBH Food CV-19	30,000	(30,000)	-
LBH Salary CV-19	28,778	(28,778)	-
The Sun CV-19	15,000	(15,000)	-
City Bridge Trust C-19	4,700	(4,700)	-
Volunteering Matters	3,122	(3,122)	-
Clarion Futures	2,000	(2,000)	-
Groundworks	500	(500)	-
Fore Fund	19,800	(19,800)	-
London community fund restricted	50,044	(50,044)	-
TNL Climate	7,400	(2,650)	4,750
Havering Theatre	12,016	(2,016)	10,000
	<u>182,660</u>	<u>(179,651)</u>	<u>3,009</u>
TOTAL FUNDS	<u>494,933</u>	<u>(352,212)</u>	<u>142,721</u>

Big Lottery Fund event

This fund had an opening balance of £9,300. During the year no grant funds have been received and £9,300 has been expended during the year, leaving a remaining balance of nil.

Team London Community Connector Project Fund

This fund had an opening balance of £7,899. During the year no grant funds have been received and £7,899 has been expended during the year, leaving a remaining balance of nil. This project was due to commence in March 2020, but delayed due to the onset of the Pandemic. This project is to combat loneliness and social isolation.

City Bridge Trust

This fund had an opening balance of £2,654. During the year no grant funds have been received and £2,654 has been expended, leaving a remaining balance of nil.

Volunteering Matters

This fund had an opening balance of £3,042. During the year no grant funds have been received and £3,042 has been expended, leaving a remaining balance of nil.

The Sun

This fund had an opening balance of £15,000. During the year no grant funds have been received and £15,000 has been expended, leaving a remaining balance of nil.

TNL Climate

HAVERING VOLUNTEER CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31ST MARCH 2022

11. MOVEMENT IN FUNDS - continued

This fund had an opening balance of nil, during the year £7,400 of grant funds have been received and £2,650 has been expended, leaving a remaining balance of £4,750. This fund is to be used to engage Clean-up Ambassadors to work in synergy with the local authority on their climate Challenge agenda

Havering Theatre

This fund had an opening balance of nil, during the year £12,016 of grant funds have been received and £2,016 has been expended, leaving a remaining balance of £10,000. This fund is to be used on the Havering Changing Project - Recruiting and engaging In the know Volunteers to inform the community about what is happening on their door step

Designated fund - Pension and Redundancy

The fund was created to cover potential pension and redundancy costs. This fund had an opening balance of £86,000. During the year no grant funds have been received and nil has been expended, leaving a remaining balance of £86,000.

12. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31st March 2022, nor for the year ended 31 March 2021

HAVERING VOLUNTEER CENTRE

DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST MARCH 2022

	2022 £	2021 £
INCOME AND ENDOWMENTS		
Other trading activities		
Fundraising events	26,384	15,124
Investment income		
Rents received	37,358	28,532
Charitable activities		
Grants	116,786	270,749
Total incoming resources	180,528	314,405
EXPENDITURE		
Charitable activities		
Wages	118,610	119,316
Social security	4,894	4,895
Pensions	2,876	2,703
Rates and water	1,770	369
Rent	12,000	12,000
Light and heat	4,114	4,414
Postage and stationery	2,469	914
Advertising	1,737	180
Sundries	976	46
Computer costs	-	38
Hire of equipment	1,587	2,065
Event costs	4,158	1,085
Repairs maintenance	5,128	14,070
Telephone	2,780	2,877
Subscriptions	1,530	715
Training	967	4,741
Travel	212	284
Accountancy	2,550	2,640
Insurance	1,279	233
Cleaning	156	143
Covid support	-	6,357
Depreciation of tangible fixed assets	1,000	1,334
	170,793	181,419
Total resources expended	170,793	181,419
Net income	9,735	132,986

This page does not form part of the statutory financial statements

Accounts

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2021
FOR
HAVERING VOLUNTEER CENTRE**

Clemence Hoar Cummings
Chartered Accountants
Riverside House
1-5 Como Street
Romford
Essex
RM7 7DN

HAVERING VOLUNTEER CENTRE
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FOR THE YEAR ENDED 31ST MARCH 2021

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HAVERING VOLUNTEER CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2021

The Trustees present their report with the financial statements of the charity for the year ended 31st March 2021. The Trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The mission statement of Havering Volunteer Centre (HVC) is to:

Create and support a broad spectrum of volunteering opportunities. By generating sustainable and valuable relationships between volunteers and organisations, enabling mutual respect and allowing meaningful ways to achieve and empower their aspirations

HVC aims to:

- Maintain the 5 core functions of HVC in line with our quality standards
- Advise and support organisations to involve volunteers
- Advise and support individuals willing to volunteer
- Provide a user friendly organisation to all
- Seek and advertise volunteering opportunities that have a positive impact on volunteers, organisations and the community

HVC objectives are to:

- Provide free advice, information and support to VIO's in developing their opportunities and programmes
- Implement best practice in volunteer management
- Provide a free matching service to individuals wishing to volunteer
- Enhance the services provided by HVC, working in partnership and collaboration
- Respond to national and local policy and campaign on volunteering issues
- Provide training to support and develop volunteering
- Marketing and promotion of volunteering in Havering
- Deliver relevant services that are needed, appropriate and sustainable

For HVC to deliver on its vision, mission, aims and objectives as a collective we believe in the following set of **values** and strive to undertake all aspects of our work with these in mind:

- **Delivery**
Continuously develop everything we undertake around the needs of individuals and the sectors we meet and support
- **Response**
Adapting, improving and creating services to an ever changing environment
- **Respect**
Embracing diversity, promoting our committed approach to equality
- **Teamwork**
Support and value each other
- **Excellence**
Strive to enhance our excellent reputation by being the best we can be

HAVERING VOLUNTEER CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2021

OBJECTIVES AND ACTIVITIES

Significant activities

HVC is the only licenced Volunteer Centre operating in Havering and works within the recognised Quality Accreditation Scheme operated by the National Council for Voluntary Organisations (NCVO), who are the national body for Volunteer Centres, with HVC attaining accreditation status. HVC recognises the importance of obtaining accreditations and will continue to strive to achieve these recognised standards and maintain its excellent standing in the voluntary sector.

HVC champions the voluntary sector and volunteering by connecting, representing and supporting voluntary organisations. Our services include training, consultancy, information, resources and toolkits on governance, campaigning, strategy, impact and volunteer recruitment and retention.

HVC aims to support and encourage volunteering, promoting equality of access to volunteer opportunities for all in Havering. HVC works in collaboration with organisations to develop volunteering opportunities, ensuring high standards in volunteer management, and strengthening the voluntary sector in Havering. HVC will never underestimate the importance or power of volunteering in the community and strives to change the perception and understanding of what it means to be a volunteer in the London Borough of Havering.

HVC is determined that the services they undertake strengthens the Voluntary Sector in Havering and aims to support all voluntary and community groups to achieve their delivery of service by engaging the right volunteers, to enable sustainability and consistency of service delivery that benefits the community.

The 5 core functions of the Volunteer Centre:

- **Strategic Development of Volunteering**
Through the activity of Havering Volunteer Centre's partnership and engagement with local networks and decision makers to create a positive environment in which volunteering can flourish within the borough.
- **Developing Volunteering Opportunities**
For Havering Volunteer Centre, in partnership with local organisations, to develop activity to increase and improve the quantity, quality and diversity of volunteering locally by understanding local need and identifying any gaps in respect of groups that are under-represented in the borough.
- **Brokerage**
Havering Volunteer Centre strives to better inform the general public and all sectors about having access to an effective and efficient brokerage service by tailoring our service to reach targeted audiences, making it easily accessible for all.
- **Good Practice Development**
The aim of Havering Volunteer Centres aim to improve or attain positive consistency across all sectors who involve or provide volunteers in their volunteering programmes. Havering Volunteer Centre will ensure that the value of Volunteer Management is understood and work to improve the way organisations manage volunteers and volunteering programmes.
- **Voice of Volunteering**
Through its activities, Havering Volunteer Centre increases the awareness of the issues impacting on volunteering by breaking down perceived barriers between the individual wishing to volunteer and the organisations involving volunteers.

HAVERING VOLUNTEER CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2021

ACHIEVEMENT AND PERFORMANCE

Charitable activities

During 2020/21, HVC have registered **2,150** individuals interested in volunteering.

Community Crisis Volunteers

Within the first few weeks of the Covid-19 crisis, HVC registered **600** new Community Support volunteers and were able to on-board these registrations into active volunteers, enabling them to support the community in need. This was a mammoth logistical task, but one that was undertaken smoothly, ensuring all relevant due diligence checks were adhered to.

HVC's Volunteers in the community assisted with:

- **4,700** medication prescription deliveries.
- **2,900** households supported with emergency food parcels, with deliveries even made on Christmas Day.
- **45** dogs walked regularly as their owners were shielding or unable to get out and through kind donations were able to ensure pets were well fed too.
- **456** Check in and chat care calls made to isolated and lonely individuals who needed a regular call to see if they were ok, with volunteers also making these calls on Christmas Day. This service will continue for as long as the resident needs the lifeline support.

Despite the Covid-19 crisis and the country being in lockdown for months, HVC remained open and responded to the community need. HVC was very proactive in engagement with volunteers, ensuring everyone who wanted to volunteer was able to and also offering the opportunity to those who were isolating at home to offer support to other residents with our check in and care call service. This has been a vital lifeline to those receiving the calls and also to those who made the calls making them feel they are also doing their bit. HVC have over **400** Check in and Chat Care Call Befrienders.

Vaccination Volunteers

In December 2020 HVC were approached by the NHS, PCN's and CCG to help assist with the roll-out in Havering of the Covid-19 vaccination programme. HVC were initially asked to assist for 6 weeks and so far this has continued for 3 months with the likelihood of it continuing to the end of 2021.

HVC on-boarded another **600** new volunteers to assist with this programme to be delivered at two vaccination sites; one at Raphael's House, Pettit's Lane Romford and the other at Hornchurch Library. HVC mobilised the volunteers to cover two shifts per day at both sites, assisted with the training days for NHS vaccinators and stood shoulder to shoulder with the NHS, ensuring the residents of Havering were protected against this terrible virus.

HVC played a pivotal role in organising the daily rotas for volunteers and on many days this consisted of more than **100** volunteers each day. This role played by HVC enabled the NHS staff and vaccinators to focus on the task at hand, with volunteers being able to welcome residents and assist with ensuring they access the sites safely. It is now envisaged HVC will be assisting for the foreseeable future with engagement of volunteers at both the vaccination sites.

Deliveries of Medical Equipment & PPE

HVC's volunteers delivered **2,700** Oximeters to GP practices and Care Homes in Havering. These Oximeters were vital to those most clinically vulnerable who could not access their GP to check their levels, as these little devices which sit on your finger monitor how much oxygen your body is receiving. Our volunteers delivered these within two days, reaching the neediest in our community.

HVC's volunteers collected vital PPE to be distributed across GP practices, Care Homes, Hospices and Hospitals in Havering, ensuring their staff were safe and well protected.

HVC engaged volunteers via our own website, emails, social media, LBH Newsletter, radio, local press and word of mouth.

Volunteers have never been more needed or valued than during Covid-19 and without HVC and our volunteers hundreds of our residents would have been unsupported, alone and vulnerable.

HAVERING VOLUNTEER CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2021

Brokerage

HVC's brokerage services had to change rapidly to meet the increase in volunteering, how volunteering was now accessed and in line with the current roles available.

Most new volunteers accessed HVC's services via our telephone and email systems, because the desire to help was far greater than to stay at home knowing that they could help.

Each volunteer was engaged via the telephone and email, with enhanced due diligence, their skills and attributes taken into account and then on-boarded into the perfect role for them.

The volume of volunteer enquires was immense, coupled with the **400** daily calls for support. HVC's expert triage and customer service skills were put to the test and we are proud of the fact that HVC undertook each call, query and service delivery with care and consideration.

Volunteer Placements

HVC have successfully referred **2,227** volunteers to registered opportunities during 2020/21 (many volunteers taking on more than one volunteering opportunity).

Since January 2016 to March 2021 Havering Volunteer Centre have placed **4,661** volunteers into volunteering roles in Havering, which equates to a staggering economic borough saving of **£22.5 million**, purely via the services of Havering Volunteer Centre.

Remarkably, as a direct result of volunteering, **410** individuals have progressed into paid employment. They mentioned that volunteering played a pivotal role for them in securing paid employment as they gained confidence, new skills, training and self-esteem. Without their volunteering journey they are confident this could not have been achieved.

This last year has seen many people being furloughed from their normal working environment, working from home or being made redundant, all of which have played heavily with their mental health and well-being.

HVC can evidence from direct feedback that volunteering helped them through this very difficult period. It helped them put their skills to good use whilst on furlough, keep their skills current and has even helped them find alternative employment.

Additional to this is the benefits those that have secured employment have on the economy of Havering. If each of those **410** individuals who secured employment earned an average salary of £15,000pa. This would equate to **£6.15 Million** being brought into the economy of Havering just by securing volunteering that led to employment, via Havering Volunteer Centre, not forgetting the potential reduction in receipt of out of work benefits.

Trustee Recruitment & Training

Despite lockdown and Government restrictions, HVC were successful in conducting two on-line Trustee Recruitment and Training workshops. These events should have been in person at venues within Havering. However, HVC very quickly diversified its resources and prepared on-line events. HVC partnered with Team London, Reach Volunteering and Getting on Board to recruit trustees for other charitable organisations. HVC had **86** attendees over the two events and **8** potential trustees referred to **5** voluntary organisations in Havering. A further **10** potential trustees are going through their induction processes to become volunteers. All who attended found the sessions highly valuable and worthwhile.

FINANCIAL REVIEW

Principal funding sources

The financial results for the year are set out in the attached accounts. They show a surplus of £132,986 for the year, compared with a surplus of £17,331 for the year ended 31 March 2020. The total reserves at 31 March 2021 were £226,041 compared with £93,055 at 31 March 2020. This includes £37,805 held within restricted reserves (2020: £11,741). Total expenditure during the year was £181,420, compared with total expenditure of £108,019 during the year ended 31 March 2020.

HAVERING VOLUNTEER CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2021

FINANCIAL REVIEW

Reserves policy

HVC reserves policy is to carry six months normal expenditure, plus statutory pension and redundancy costs for all staff. The latter item is reviewed every year and ensures Trustees can balance their responsibilities to both employees and general creditors. These reserves are held in accessible form and do not rely on complicated release processes.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Organisation is a Charitable Incorporated Organisation (CIO) formed on 1st October 2015 and registered as a Charity on 22nd February 2016.

The Charity was formed under a CIO which established the objectives and powers of the charitable organisation and is governed under those terms.

Recruitment and appointment of new trustees

The process for appointment of the Charity's Trustees is set out in the CIO governing document. The minimum number of Trustees is three, with no maximum, however it was decided under these terms that a manageable number would not exceed twelve Trustees.

One third of the Trustees must retire (but may stand for re-election) each year. Trustees are appointed annually. Trustees may only hold the same Honorary Office role for a maximum of five years.

The Board of Trustees may appoint any person willing and fit to act as a Trustee, subject to the provisions of the CIO governing document. Appointments are usually, but not exclusively, made at the Annual General Meeting.

The Charity conducts regular skills, experience and diversity audits of Trustees. These audits identify gaps in skills or under-representation of particular groups or communities and are fundamental to the recruitment process. All potential Trustees initially meet with either a member of the existing Board of Trustees and/or Chief Executive Officer. If this meeting is deemed successful at this informal interview, applicants are invited to observe a Board Meeting and meet the remaining Trustees. If all parties agree to proceed, the applicant is either co-opted or nominated for election at the AGM.

Organisational structure

Haverling Volunteer Centre has a Board of Trustees which endeavour to meet bi-monthly ensuring the organisation is functioning adequately. The Board is responsible for the strategic direction and policies of the HVC. HVC's Chief Executive Officer holds the position of Ex-officio but has no voting rights.

As of the 31st March 2021, there were 7 Trustees who provide expertise on the voluntary sector, as well as personal and professional skills and experience relevant to the work of the organisation.

Responsibility for operational issues lies with Shelley Hart, Chief Executive Officer, who is supported by a team of staff and volunteer support. The Chief Executive is responsible for ensuring that HVC delivers services to meet targets and quality standards.

Induction and training of new trustees

Trustees are provided with a clear role description, outlining their statutory and additional responsibilities. On joining the Board, Trustees are introduced to other Board members and to paid staff and volunteers. They will participate in an induction and are expected to attend training to fulfil their role and responsibilities to HVC throughout their term of office. Trustees are encouraged to familiarise themselves with HVC's policies and procedures, the Business Plan, Funding Strategy, Budget and our CIO documentation.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1165759

HAVERING VOLUNTEER CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2021

Principal address

Community Reach House
32-34 The High Street
Romford
Essex
RM1 1HR

Trustees

Mrs Linda Van Den Hende (resigned 30.9.20)
Mrs Jan Scott
Ms Sue Gill - Treasurer (appointed 14.1.21)
Mrs Debra Branch - Vice chair
Mr Vijay Reed - Secretary (appointed 1.4.20)
Mr Nigel Meyer - Chair (appointed 1.7.20)
Mr Jim Cantle (appointed 1.7.20)

Independent Examiner

Clemence Hoar Cummings
Chartered Accountants
Riverside House
1-5 Como Street
Romford
Essex
RM7 7DN

Approved by order of the board of trustees on 25/11/2021 and signed on its behalf by:



.....
Mr Nigel Meyer - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
HAVERING VOLUNTEER CENTRE**

Independent examiner's report to the trustees of Havering Volunteer Centre

I report to the charity trustees on my examination of the accounts of Havering Volunteer Centre (the Trust) for the year ended 31st March 2021.

Responsibilities and basis of report

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

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

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of FCCA CTA which is one of the listed bodies.

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

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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



Lee Blunden
FCCA CTA
Clemence Hoar Cummings
Chartered Accountants
Riverside House
1-5 Como Street
Romford
Essex
RM7 7DN

Date: 25 November 2021

HAVERING VOLUNTEER CENTRE
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2021

	Notes	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
INCOME AND ENDOWMENTS FROM					
Charitable activities	4				
Core activities		122,505	148,244	270,749	90,102
Other trading activities	2	15,124	-	15,124	4,245
Investment income	3	28,533	-	28,533	31,003
Total		166,162	148,244	314,406	125,350
EXPENDITURE ON					
Charitable activities					
Core activities		59,240	122,180	181,420	108,019
NET INCOME		106,922	26,064	132,986	17,331
RECONCILIATION OF FUNDS					
Total funds brought forward		81,314	11,741	93,055	75,724
TOTAL FUNDS CARRIED FORWARD		188,236	37,805	226,041	93,055

The notes form part of these financial statements

HAVERING VOLUNTEER CENTRE

BALANCE SHEET 31ST MARCH 2021

	Notes	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
FIXED ASSETS					
Tangible assets	8	4,001	-	4,001	1,036
CURRENT ASSETS					
Debtors	9	2,804	-	2,804	-
Cash at bank and in hand		185,575	37,805	223,380	108,351
		<u>188,379</u>	<u>37,805</u>	<u>226,184</u>	<u>108,351</u>
CREDITORS					
Amounts falling due within one year	10	(4,144)	-	(4,144)	(16,332)
NET CURRENT ASSETS		<u>184,235</u>	<u>37,805</u>	<u>222,040</u>	<u>92,019</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>188,236</u>	<u>37,805</u>	<u>226,041</u>	<u>93,055</u>
NET ASSETS		<u>188,236</u>	<u>37,805</u>	<u>226,041</u>	<u>93,055</u>
FUNDS	11				
Unrestricted funds				188,236	81,314
Restricted funds				37,805	11,741
TOTAL FUNDS				<u>226,041</u>	<u>93,055</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 15-11-2021 and were signed on its behalf by:



 Mr Nigel Meyer - Trustee

The notes form part of these financial statements

HAVERING VOLUNTEER CENTRE
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2021

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds. It is probable that the income will be received and the amount can be measured reliably.

The following specific policies are applied to particular categories of income:

Voluntary income is received by way of grants, donations and gifts and is included in full in the statement of financial activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.

Investment income and fundraising proceeds are included when receivable.

Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

Fees are included when the charity has a right to income by way of performance of services.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure. It is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Computer equipment - 25% on reducing balance

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

HAVERING VOLUNTEER CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31ST MARCH 2021

1. ACCOUNTING POLICIES - continued

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. OTHER TRADING ACTIVITIES

	2021 £	2020 £
Fundraising events	<u>15,124</u>	<u>4,245</u>

3. INVESTMENT INCOME

	2021 £	2020 £
Rents received	<u>28,533</u>	<u>31,003</u>

4. INCOME FROM CHARITABLE ACTIVITIES

	Activity	2021 £	2020 £
Grants	Core activities	<u>270,749</u>	<u>90,102</u>

Grants received, included in the above, are as follows:

	2021 £	2020 £
London Borough of Havering	56,274	56,272
Groundwork UK	500	-
Big Lottery	9,300	-
SEGRO	-	5,000
Team London CC Project	-	7,899
Team London Trustee Pilot	-	1,500
Greater London Volunteering	1,500	1,130
Veolia Grant	15,127	12,301
Thames Chase Trust	-	4,200
Greggs Grants	-	1,800
LBH Food - CV-19	30,000	-
LBH Salaries - CV19	28,778	-
The Sun	15,000	-
City Bridge Trust - CV19	4,700	-
Volunteering Matters	3,122	-
London Community Fund	50,044	-
City of London	9,800	-
Clarion Futures	2,000	-
Bulldog TST - Fore Fund	4,800	-
London Borough of Havering Other	20,000	-
Clarions	7,675	-
GLA	7,925	-
GC	2,704	-
NVCO - National Organisation of Voluntary Organisations	1,500	-
	<u>270,749</u>	<u>90,102</u>

HAVERING VOLUNTEER CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31ST MARCH 2021

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st March 2021 nor for the year ended 31st March 2020.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31st March 2021 nor for the year ended 31st March 2020.

6. STAFF COSTS

The average monthly number of employees during the year was as follows:

	2021	2020
Personnel	<u>6</u>	<u>4</u>

No employees received emoluments in excess of £60,000.

Key Management Personnel

The key management personnel of the charity in charge of directing and controlling, running and operating the charity on a day to day basis comprise the Trustees, the Chief Executive Officer and the Centre Operations Manager. The total remuneration (including taxable benefits and employer's national insurance contribution) of the key management personnel for the year was £73,802 (2020: £52,217).

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - 31ST MARCH 2020

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM Charitable activities			
Core activities	75,703	14,399	90,102
Other trading activities	4,245	-	4,245
Investment income	31,003	-	31,003
Total	<u>110,951</u>	<u>14,399</u>	<u>125,350</u>
EXPENDITURE ON Charitable activities			
Core activities	93,806	14,213	108,019
NET INCOME	<u>17,145</u>	<u>186</u>	<u>17,331</u>
RECONCILIATION OF FUNDS			
Total funds brought forward	64,169	11,555	75,724
TOTAL FUNDS CARRIED FORWARD	<u>81,314</u>	<u>11,741</u>	<u>93,055</u>

HAVERING VOLUNTEER CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31ST MARCH 2021

8. TANGIBLE FIXED ASSETS

	Computer equipment £
COST	
At 1st April 2020	1,842
Additions	4,299
	<u>6,141</u>
At 31st March 2021	6,141
DEPRECIATION	
At 1st April 2020	806
Charge for year	1,334
	<u>2,140</u>
At 31st March 2021	2,140
NET BOOK VALUE	
At 31st March 2021	4,001
At 31st March 2020	<u>1,036</u>

9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Other debtors	1,011	-
Prepayments	1,793	-
	<u>2,804</u>	<u>-</u>

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Taxation and social security	539	224
Other creditors	3,605	16,108
	<u>4,144</u>	<u>16,332</u>

HAVERING VOLUNTEER CENTRE

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST MARCH 2021**

11. MOVEMENT IN FUNDS

	At 1.4.20 £	Net movement In funds £	Transfers between funds £	At 31.3.21 £
Unrestricted funds				
General fund	81,314	106,922	(86,000)	102,236
Designated fund - pension and redundancy	-	-	86,000	86,000
	<u>81,314</u>	<u>106,922</u>	<u>-</u>	<u>188,236</u>
Restricted funds				
Big Lottery Grant	-	9,300	-	9,300
SEGRO community fund	2,342	(2,342)	-	-
Team London CC Project	7,899	-	-	7,899
Team London Trustee Pilot	1,500	(1,500)	-	-
The Sun CV-19	-	15,000	-	15,000
City Bridge Trust C-19	-	2,564	-	2,564
Volunteering Matters	-	3,042	-	3,042
	<u>11,741</u>	<u>26,064</u>	<u>-</u>	<u>37,805</u>
TOTAL FUNDS	<u>93,055</u>	<u>132,986</u>	<u>-</u>	<u>226,041</u>

Net movement In funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement In funds £
Unrestricted funds			
General fund	166,162	(59,240)	106,922
Restricted funds			
Big Lottery Grant	9,300	-	9,300
SEGRO community fund	-	(2,342)	(2,342)
Team London Trustee Pilot	-	(1,500)	(1,500)
LBH Food CV-19	30,000	(30,000)	-
LBH Salary CV-19	28,778	(28,778)	-
The Sun CV-19	15,000	-	15,000
City Bridge Trust C-19	4,700	(2,136)	2,564
Volunteering Matters	3,122	(80)	3,042
Clarion Futures	2,000	(2,000)	-
Groundworks	500	(500)	-
Fore Fund	4,800	(4,800)	-
London community fund restricted	50,044	(50,044)	-
	<u>148,244</u>	<u>(122,180)</u>	<u>26,064</u>
TOTAL FUNDS	<u>314,406</u>	<u>(181,420)</u>	<u>132,986</u>

HAVERING VOLUNTEER CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31ST MARCH 2021

11. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.19 £	Net movement in funds £	At 31.3.20 £
Unrestricted funds			
General fund	64,169	17,145	81,314
Restricted funds			
Big Lottery Grant	1,289	(1,289)	-
SEGRO community fund	2,831	(489)	2,342
Wates L&L stepping stones	7,435	(7,435)	-
Team London CC Project	-	7,899	7,899
Team London Trustee Pilot	-	1,500	1,500
	<u>11,555</u>	<u>186</u>	<u>11,741</u>
TOTAL FUNDS	<u>75,724</u>	<u>17,331</u>	<u>93,055</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	110,951	(93,806)	17,145
Restricted funds			
Big Lottery Grant	-	(1,289)	(1,289)
SEGRO community fund	5,000	(5,489)	(489)
Wates L&L stepping stones	-	(7,435)	(7,435)
Team London CC Project	7,899	-	7,899
Team London Trustee Pilot	1,500	-	1,500
	<u>14,399</u>	<u>(14,213)</u>	<u>186</u>
TOTAL FUNDS	<u>125,350</u>	<u>(108,019)</u>	<u>17,331</u>

HAVERING VOLUNTEER CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31ST MARCH 2021

11. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.19 £	Net movement in funds £	Transfers between funds £	At 31.3.21 £
Unrestricted funds				
General fund	64,169	124,067	(86,000)	102,236
Designated fund - pension and redundancy	-	-	86,000	86,000
	<u>64,169</u>	<u>124,067</u>	<u>-</u>	<u>188,236</u>
Restricted funds				
Big Lottery Grant	1,289	8,011	-	9,300
SEGRO community fund	2,831	(2,831)	-	-
Wates L&L stepping stones	7,435	(7,435)	-	-
Team London CC Project	-	7,899	-	7,899
The Sun CV-19	-	15,000	-	15,000
City Bridge Trust C-19	-	2,564	-	2,564
Volunteering Matters	-	3,042	-	3,042
	<u>11,555</u>	<u>26,250</u>	<u>-</u>	<u>37,805</u>
TOTAL FUNDS	<u>75,724</u>	<u>150,317</u>	<u>-</u>	<u>226,041</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	277,113	(153,046)	124,067
Restricted funds			
Big Lottery Grant	9,300	(1,289)	8,011
SEGRO community fund	5,000	(7,831)	(2,831)
Wates L&L stepping stones	-	(7,435)	(7,435)
Team London CC Project	7,899	-	7,899
Team London Trustee Pilot	1,500	(1,500)	-
LBH Food CV-19	30,000	(30,000)	-
LBH Salary CV-19	28,778	(28,778)	-
The Sun CV-19	15,000	-	15,000
City Bridge Trust C-19	4,700	(2,136)	2,564
Volunteering Matters	3,122	(80)	3,042
Clarion Futures	2,000	(2,000)	-
Groundworks	500	(500)	-
Fore Fund	4,800	(4,800)	-
London community fund restricted	50,044	(50,044)	-
	<u>162,643</u>	<u>(136,393)</u>	<u>26,250</u>
TOTAL FUNDS	<u>439,756</u>	<u>(289,439)</u>	<u>150,317</u>

HAVERING VOLUNTEER CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31ST MARCH 2021

11. MOVEMENT IN FUNDS - continued

Big Lottery Fund event

This fund had an opening balance of nil, during the year £9,300 of grant funds have been received and nil has been expended during the year, leaving a remaining balance of £9,300. This project rolled over into 2021

Team London Community Connector Project Fund

This fund had an opening balance of £7,899. No grants or expenditure were recorded during the year, leaving a remaining balance of £7,899. This project was due to commence in March 2020, but delayed due to the onset of the Pandemic. This project is to combat loneliness and social isolation.

Team London Trustee Pilot Fund

This fund had an opening balance of £1,500. During the year £1,500 of grant funds have been expended, leaving a remaining balance of nil. This project is to facilitate Trustee training in Havering to enhance voluntary and community sector Trustee's boards by recruiting a diverse representation to their board and highlight and skills gaps.

SEGRO

This fund had an opening balance of £2,342. During the year, £2,342 of grant funds have been expended, leaving a remaining balance of nil.

City Bridge Trust

This fund had an opening balance of nil, during the year £4,700 of grant funds have been received and £2,136 has been expended, leaving a remaining balance of £2,654. This project has rolled over into 2021

Volunteering Matters

This fund had an opening balance of nil. During the year £3,122 of grant funds have been received and £80 has been expended, leaving a remaining balance of £3,042. This project has rolled over into 2021

The Sun

This fund had an opening balance of nil, during the year £15,000 of grant funds have been received and nil has been expended, leaving a remaining balance of £15,000. This project has rolled over into 2021

LBH Covid Emergency Staffing

This fund had an opening balance of nil, during the year £28,778 of grant funds have been received and £28,778 has been expended, leaving a remaining balance of nil.

LBH Emergency Food C-19

This fund had an opening balance of nil, during the year £30,000 of grant funds have been received and £30,000 has been expended, leaving a remaining balance of nil.

Designated fund - Pension and Redundancy

The fund was created to cover potential pension and redundancy costs. During the year £86,000 was transferred from the general fund

HAVERING VOLUNTEER CENTRE
NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST MARCH 2021

12. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31st March 2021.

HAVERING VOLUNTEER CENTRE
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2021

	2021 £	2020 £
INCOME AND ENDOWMENTS		
Other trading activities		
Fundraising events	15,124	4,245
Investment income		
Rents received	28,533	31,003
Charitable activities		
Grants	270,749	90,102
Total Incoming resources	314,406	125,350
EXPENDITURE		
Charitable activities		
Wages	116,862	63,655
Social security	4,895	1,461
Pensions	5,158	2,288
Rates and water	369	2,321
Rent	12,000	12,000
Light and heat	4,414	4,319
Postage and stationery	914	2,097
Advertising	180	433
Sundries	46	847
Computer costs	38	415
Hire of equipment	2,065	1,787
Event costs	1,085	2,196
Repairs maintenance	14,070	16,852
Telephone	2,877	(12,032)
Subscriptions	715	346
Training	4,741	984
Travel	284	636
Accountancy	2,640	2,278
Insurance	233	1,659
Cleaning	143	1,046
Software	-	150
Covid support	6,357	1,936
Depreciation of tangible fixed assets	1,334	345
	181,420	108,019
Total resources expended	181,420	108,019
Net Income	132,986	17,331

This page does not form part of the statutory financial statements