

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

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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
		188,379	37,805	226,184	108,351
CREDITORS					
Amounts falling due within one year	10	(4,144)	-	(4,144)	(16,332)
NET CURRENT ASSETS		184,235	37,805	222,040	92,019
TOTAL ASSETS LESS CURRENT LIABILITIES		188,236	37,805	226,041	93,055
NET ASSETS		188,236	37,805	226,041	93,055
FUNDS	11				
Unrestricted funds				188,236	81,314
Restricted funds				37,805	11,741
TOTAL FUNDS				226,041	93,055

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	<u>64,169</u>	<u>11,555</u>	<u>75,724</u>
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
	<u>1,036</u>
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