



THE VINE CENTRE
Annual Report of the
Trustees & Financial
Statements
Year ended 31 March 2023
Registered Charity Number **1193666**



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The Trustees present their report with the financial statements of the Charitable Incorporated Organisation (CIO) for the year ended 31 March 2023. The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' (FRS102) in preparing the annual report and financial statements of the charity.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1193666

Principal address:

33, Station Road, Aldershot, Hampshire GU11 1BA

Trustees

Alex Crawford (Chair) - resignation received 24/01/2023

Joyce Bellwood (Chair) – appointed 24/01/2023 (Formerly Trustee)

Katherine Loxton (Treasurer)

Malcolm Bellwood

David Haley - resigned 11/10/2023

Hilary Steventon

Major Mani Rai

New Trustees

Mark Rosling - 02/09/2022

Amiee Eaves - 02/09/2022 - resigned 20/09/2023

Kathryn Charles – 02/09/2022 - resigned 24/07/2023

Cathy Berry – 02/12/2022

Secretary

Tracey Ashton

CEO (Chief Executive Officer)

Lesley Herniman

Independent Examiner

Janice Matthews, 'Menzie's LLP', Magna House, 18-32 London Road, Staines-Upon-Thames. TW18 4BP

Bankers

CAF Bank Ltd, 25, Kings Hill Avenue, Kings Hill, West Malling, Kent. ME19 4JQ

Aldermore Bank, 4th Floor, Block D, Apex Plaza, Forbury Road, Reading. RG1.1AX

Hampshire Trust Bank, 55, Bishops Gate, London. EC2N. 3AS.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Vine Centre is controlled by its governing document, the Constitution, and operates as a CIO. The CIO was registered on 25 February 2021 as The Vine Centre (Charity number) 1193666.

Trustees and Method of Appointment

The CIO has 11 Trustees, responsible for its governance. The CIO welcomed a new Chair of Trustees, Joyce Bellwood who succeeded Alex Crawford in January 2023. The CIO actively recruited four new Trustees, ensuring that the Charity is led by people with skills that will support the senior management team to deliver the CIO's many support services, ensuring that the individual needs of the people who access the CIO continue to be met.

The Trustees of the CIO may be appointed during the year at a quarterly Trustees Meeting, subject to interview. The candidature of people with skills, experience and/or interests relevant to the CIO's activities are encouraged through advertising publicly and soliciting local organisations. Trustees may serve for up to four years before re-election. Trustees are governed by the CIO's Constitution.

Induction and Training of Trustees

Following appointment, new Trustees are introduced to their role, issued copies of the Constitution and a guide to the policies and procedures adopted by the CIO. All Trustees are expected to attend training that is relevant to their roles and read a number of publications from the Charity Commission, ensuring that Trustees are aware of the scope of their responsibilities under the Charities Act 2011. It is a mandatory requirement for all new Trustees to complete an online Safeguarding Training course.

Risk Management

The CIO operates a Risk Management process that meets the requirements of the Charity Commission. The significant risks to which the CIO could be exposed are a) income is insufficient to cover expenditure b) Trustees lack relevant skills or commitment c) activities potentially outside of objects, powers or terms of gift (unrestricted reserves) d) loss of key staff. Priority is given to managing and mitigating these risks effectively. The CIO's financial position is monitored and reported on quarterly to the Trustees by the CEO. A number of lower priority potential risks have been identified and up to date policies that are reviewed annually are in place to minimise the consequences of all identified risks. The Trustees discuss all aspects of the CIO's operations at every Trustees Meeting to understand, identify and manage risks.

Wider Network

The CIO works with many organisations including local authorities, voluntary organisations, corporate partners, the military, churches, the local community, adult services, older people's services, children's services, police and probation. We have strong links with the CCG, NHS and local GP surgeries in and around Hampshire. Staff and Volunteers attend multi-agency meetings, local training, presentations and events regularly.

Funding

The CIO's thanks go to all those that contribute to the to the support services offered by The Vine Centre allowing for its continued success in supporting those most in need.

Funders

ABF Soldiers Charity
Aldershot Charitable Trust
Alder Tree Lodge

Amazon Smile
Boomerang Media
Broadhurst Ltd
Charlotte Bonham Carter
Easy Fundraising
Edward Gosling
Ecclesiastical
Farnborough Lions
Farnborough Rotary
Fluor Ltd
Future Point
Garfield Western
Girdlers Charitable Trust
Hampshire County Council – (Household Support Fund, Councillor Funding & Local Solutions)
HIWCF
Hogs Back Brewery
Inner Wheel
Lloyds Bank Foundation
Mumford Milestone Wealth
National Lottery – Awards for All & Community Fund
Neighbourly
Rushmoor Borough Council
Rushmoor Lottery
Rushmoor Rotary
SGN Energy
Shanley Foundation
Sir Jules Thorne
Skipton Building Society
The Hedley Foundation
The Tudor Trust
VIVID Housing Ltd
We are Digital Trading
Zurich Insurance Ltd

The list of Funders is not exhaustive, the CIO receives support from local churches, community groups, regular givers and one - off monetary donations. We are extremely grateful for the support we receive from the community of Rushmoor and surrounding areas.

The CIO is also supported with non-monetary donations from St Mary's Church, Frensham, Waitrose, Sainsburys, Tescos, Lidl, Hill (builders), Rotary, Hygiene Bank, Strand Europe Ltd, The Aldershot Institute, individuals and the community.

The CIO continues to seek grant and trust funds and have worked incredibly hard on the marketing and networking of the CIO, to attract government and community funding. During 2022 to 2023 there has been a good community response and a substantial increase in successful grant applications particularly for core funding and projects. Interest in the CIO is created through social media outlets, press releases, radio interviews, talks and a presence at community events.

The CIO has a robust fundraising strategy in place which is managed by the CEO.

Volunteers

Volunteers are an important resource in all aspects of The Vine Centre's work and we accept applications for these posts from our clients and from the wider community, in total we received voluntary support from 48 individuals including the Board of Trustees.

Volunteers have supported the CIO by working with the staff team to help run the Community Cupboard, Silvers, Culture Café, My Helping Hand, Cooking with Confidence, Barista Training, Community Café, My Space and cleaning.

In addition, one volunteer counsellor has worked in conjunction with the mental health workers adding value to the support offer of the CIO.

All Volunteers working directly with vulnerable adults and families are required to undergo a DBS check funded by the CIO.

At the end of 2022 one of our staff members received additional hours to become the CIO's volunteer lead, ensuring that the CIO is supporting its volunteers with bi-monthly team meetings, offering training and development and keeping them up to date with any operational developments. The meetings are in place to encourage open conversations, brain storming and team building. All meetings will be facilitated by the volunteer and a member of the senior management team.

All volunteers are offered training opportunities which have include:

- Barista Training
- Learn My Way (IT course)
- Food Hygiene certificate (Level's 1 & 2)
- Allergy Awareness
- Safeguarding Adults

The CIO appreciates the hard work and commitment of all of its volunteers as without them we would not be able to offer such a comprehensive package of support.

Staffing

The CIO employs a CEO, who is supported by an operations manager, both posts are offered on a full-time basis. There is a full-time lead mental health worker, a full-time senior support/project worker, one trainee mental health worker who works on a part- time basis. Also employed are a project worker who delivers IT, training and employment services, a driver, barista and a support worker who works in the CIO's Community Cupboard.

The CIO employs a part-time Fundraiser who works closely with the CEO.

In January 2023 the Vine Centre secured funding from Hampshire County Council for a further support worker a 28 hours post to support those aged 65 and over in their own homes with digital, mental health, energy and budgeting support.

There are 11 staff members employed by the CIO.

During 2022 to 2023 the staff team has attended the following training:

- Fundraising Strategy
- CO Awareness
- In-Form Report Writing
- Suicide Prevention
- Essential Health & Safety in the Workplace
- Emergency First Aid at Work Level 3
- Autism Awareness
- Safeguarding Adults
- Budgeting Basics
- Mental Health Awareness (Level 1)
- Introduction to Welfare Benefits

- Mental Health Level 2 (in progress)
- Drugs Awareness (Diploma level 2)
- Universal Credit Overview
- Awareness of Mental Health & Wellbeing
- Minute Taking Certification
- Barista Training

The CIO has contracts with three self-employed individuals who provide their services as a book keeper, financial controller and therapeutic artist.

Day to day operational responsibility for the CIO rests with the CEO, who is responsible for the oversight of the volunteers who provide valuable support to both staff and clients alike.

Client Participation

The CIO encourages clients to be involved in the shaping of services and to participate in conversations around new initiatives and the implementation of new service offers. Clients act as peer mentors and are offered volunteering opportunities.

Clients have been invited to attend working groups with the staff team which include improving the CIO's website and putting together the no-waste cookery book included graphics, recipe ideas, attending cookery classes and helping staff to proof read and edit the book.

When employing new staff members, the CIO has consulted with clients and sought their opinions, involving them in the interview process, introducing them to candidates and showing them around the premises.

The CIO believes that a clients participation in the management of our services is integral to its continued success; in particular with helping to secure funding. Without client engagement, their stories, achievements and feedback the CIO would cease to exist.

Objectives & Activities

Objectives

The object of the CIO is: "to provide a centre and services", which offer information, advice, advocacy, training, counselling and health care services and recreational facilities to its clients, particularly those who are vulnerable by homelessness, unemployment, mental health, learning difficulties, addiction, poverty, or social deprivation, to reduce social isolation, enable change and improve quality of life."

Aim

The CIO's aim is to offer an inclusive support service, which places clients at the centre, helping them to accept and to deal with their problems in a safe environment and assisting with the growth of self-esteem and confidence that facilitates change. This in turn empowers individuals to reach their true potential and progresses their chances of employment, training, education, freedom from addiction, improves mental health, assists with social interaction and prevents social isolation.

Vision

'To unlock the potential of every client through personalised support'

Public Benefit

The Trustees have had due regard to the Charity Commission guidance on public benefit. The Trustees believe that the information outlined gives evidence of the public benefit the CIO offers to the community.

The CIO supported **1053** individuals in 2022 to 2023 and **459** families which include those in food poverty. In 2021 to 2022 the CIO had worked with **1049** individuals and **238** families. There has been a substantial increase in those needing support due to the mental health, food and fuel poverty and those that are socially isolated. The age range for using services has also changed as The Vine Centre are now supporting more family units, the youngest beneficiary was **newborn** and the oldest was aged **92**. Of the total number of clients supported **724** are new to the CIO.

The CIO has continued to see an increase in females accessing its services. Of those accessing the CIO's many services, **50.8%** were females and **48.7%** were males, **0.5%** identified as other genders during 2021 to 2022 the client split was, **49% male** and **50.7% female** and other **0.3%**.

The CIO's support and project worker team worked with **412** clients during April to March 2022 to 2023 with each client accessing 1:1 support an average of 5 times, **2,060** sessions have taken place. The support offered included help with benefits, budgeting, housing, filling in forms, school applications, utility support, appeals and those needing support with low level - mental health issues. All clients accessing 1:1 support completed a full risk and needs assessment and physical health questionnaire, ensuring that they are referred to specialist support if necessary.

The CIO employs a specialist mental health worker who is supported by the Operations Manager and a trainee mental health worker who support those that have a mental health diagnosis, are in the process of being diagnosed or who have anger management issues. The CIO's mental health workers support clients for 6 to 8 weeks, however there is not a time limit on support so some clients have been accessing support for more than 6 months. The team worked with **173** clients of these **81** also received anger management support. Referrals for this service come via the Community Mental Health Recovery Service (CMHRS), Probation, NHS, GP's, Adult and Children's services other charitable organisations and community groups and the CIO's other support services.

The CIO's mental health provision is funded and supported by Broadhurst Ltd and Rushmoor Borough Council.

The CIO's specialist mental health worker is also trained to work with those in addiction by facilitating GASP (Gambling, Alcohol & Substance Misuse Project) working towards a harm-minimisation approach enabling clients to better function in everyday life; including returning to social activities, training and employment and re-engaging with family and friends. The total number of clients supported during 2021 to 2022 through GASP was **22** most of who were veterans, serving military or their families. A further 16 individuals received GASP 1:1 support and mental health support as they presented with a dual diagnosis; the CIO received funding from the ABF Soldiers Charity and Fluor Ltd to support the work with GASP this year.

The CIO's mental health provision is further supported by offering a weekly therapeutic art group, most the attendees work with the therapist for around 4 months in all **33** clients have been supported through this invaluable project.

Support/ Social Groups

Culture Café

The CIO's Culture Café has now been running successfully since July 2021. The project, which is funded by the Community Lottery Fund, continues to grow. The Culture Café was set up for those under 55 offering training, learning new skills, activities and social interaction. The project reduces social isolation facilitates change and improves mental health and well-being in a safe space. The project runs on a

weekly basis and sees an average of **20** participants. During the reporting period, April 2022 to March 2023, **82** individuals have accessed the Culture Café attending workshops such as; floristry, willow weaving, First Aid training, website planning, arts/crafts, animal therapy, team building, air dry clay making and cookery classes.

The Culture Café has a personal development fund to give clients a chance to do something they have never done before this has improved confidence and self-esteem and are as follows: Gordon Ramsey cookery course, Theatre Friends membership, beginners craft workshop, crochet workshop, Paediatric First Aid, gym membership, drawing class and dance class. The Culture Café also offers barista training, giving clients the opportunity to learn how to use the barista machine and gain real work experience in our Café giving clients the opportunity to practice customer service, making drinks and using the till in a supportive environment. Virtual College offer an online accredited course which **56** clients completed during the course of the year.

Silvers

The CIO's Silvers group is run weekly and is focused on those aged 55 and over. On average there are **22** attendees who are mainly of retirement age and include those who are socially isolated and lonely and want to meet people of a similar age. There is a different activity or focus each week such as flower arranging, origami, craft sessions, chair pilates, yoga, music, bingo and games. Silvers clients have taken part in talks on falls, CO awareness and scam awareness and visited Milestones Museum, saw a Pantomime and went on a beach trip.

Cooking with Confidence (No waste cookery classes)

The aim of cooking with confidence is for clients to improve their cookery skills, learning basic healthy recipes to replicate at home, using basic stock ingredients which could already be available or are cheap to purchase. In addition, clients are encouraged to use up leftovers, batch cook and freeze food, leading to healthier and less costly menu choices. After the food has been cooked, clients eat the food they have prepared, which helps with socialising in a group setting, sharing tips on reducing costs and recipe ideas.

During 2022/2023; 33 clients attended the cookery classes of those 11 clients completed level 1 or level 2 food hygiene course and a further 3 clients completed Allergy Awareness. The CIO has secured funding to create a No-waste cookery book and are looking to have this on sale by late 2023, all recipes will have been produced and cooked by staff, volunteers and clients who work as part of the Cooking with Confidence (No waste cookery classes).

Community Cupboard

The CIO has been running its food pantry operation since May 2021 with a grant from the Government's Household Support Fund, awarded through Hampshire County Council. The project is also supported by VIVID, community, local businesses and supermarket donations both with produce and funding. The CIO has seen **3644** visits to the community cupboard during 2022/2023 an increase from **1664** in 2021/2022, this is due to the cost of living crisis affecting food and energy costs and leaving households less to spend on essential items. To ensure that the CIO can continue to offer food provision, on the fourth visit to the community cupboard those needing to access food support are asked to attend a budgeting session with a member of staff. This ensures that they are in receipt of all the correct allowances and benefits that they are entitled to enabling the CIO to assess the need for food support, those that can are then asked to make a small monetary donation.

The Community Cupboard provided additional support to those in food poverty during Christmas with our annual 'Vinemas' where over **200** households were supported with Christmas hampers, goodie bags and presents for both children and adults. Those clients that were unable to collect, in particular the disabled, elderly and larger families were offered a home delivery service.

The CIO offered children's healthy lunches during the school holiday periods to help supplement a families weekly shop ensuring that children did not go hungry whilst at home and taking the financial

pressure from families struggling due to high food and fuel costs, **543** children were fed as part of the 'Kids Lunch' initiative.

Community Café

The CIO runs a Community Café every Wednesday to help those in financial crisis many of those seeking food support from the Community Cupboard access the Café which is run as a drop-in service with all attending receiving refreshments and support.

The support on offer includes budgeting, referrals to Step Change or the CAB, advocacy and help to navigate the benefits system. During 2022/2023 the Café supported **240** households in 2021/2022 it was **136**, the need for the Café continues to grow and the CIO is looking to expand the opening hours of the Café to meet demand.

Training & Employment Services:

My Space

My Space runs every Monday for 5 hours and offers training and employment opportunities which includes CV writing, interview skills, job searches, digital assistance, help and training. The project offers one to one support and does not have a time limit so that those accessing this service can do so at their own pace. The project aims to help those who do not have access to the internet or a computer, or those who have low level IT skills, lack confidence and self-esteem and who need additional support to allow them to access employment, training or volunteering opportunities. A total of **112** clients were supported and achieved the following outcomes: **85** were helped to create a CV, **39** clients back into paid employment, **39** completed training courses, **18** took up voluntary positions both externally and at The Vine Centre and **84** completed 3 or more courses offered as part of Learn My Way a beginners digital skills database. All attendees are encouraged to complete our in-house Barista course and training which is offered at the Culture Café

My Helping Hand

The CIO's 'My Helping Hand' project was started four years ago in response to an increase in those attending 'My Space' presenting as being unable to read or write, struggled with numeracy and had no digital skills. Clients were expected to find work but did not have the basic skills required to gain employment or training. The project works with clients on a long-term basis and is facilitated by a qualified teacher. As well as helping clients to access employment it helps them to be able to read signs, recipes, a book to a grandchild, order prescriptions and shopping on-line. The project improves a client's quality of life and supported **21** individuals improving confidence and self-esteem and reduced social isolation.

New Services

We are Digital

'We are digital' is a provider funded by the Government. The CIO has previously worked with them on projects such as the EUSS Visas. The CIO successfully applied for a HMCTS (Her Majesty's Court and Tribunal Service) contract to help clients digitally appeal against benefit Decisions in particular PIP (Personal Independence Payment) as a registered digital centre the CIO was successful and won the contract the CIO also completed a cyber security assessment and are now certified as cyber secure.

The CIO identified this as need, as those accessing our services did not have the skills or technology to complete on-line appeals digitally which is now a requirement. Referrals are received via an on-line booking service and can be delivered face to face or by phone contacts making the project accessible to all.

The Project is open for appointments over three days (15 hours) and commenced on 5th September 2022, from the start date until the end of March 2023 this service has helped **29** people appeal benefit decisions successfully. The contract for this project runs until October 2024.

Stepping Out

'Stepping Out' is a floating support project designed for those over 65 who need support in their own homes this can be due to anxiety, depression, disability or as simple as not wanting to be a burden and ask for help, often they are feeling lonely and socially isolated. The project aims to support this client group to become digitally aware allowing them to order groceries online, prescriptions, talk to others via social media platforms and face-time family members and friends and set up their phones correctly. The project also seeks to help clients engage with the wider community by attending age specific groups within their locality including the CIO's own services allowing them to talk to like-minded people 'improving their mental health and well-being'. The staff member working on the project is a trained IT tutor who has also received safeguarding, mental health awareness, CO awareness, budgeting, suicide prevention and benefits training ensuring that a client is supported with any additional needs in including help with food and fuel poverty.

'Stepping out' is a pilot project and will run for a year from January 2022 to December 2023 in the first 6 weeks from the project start date **17** clients have been supported. The CIO will start seeking continuation funding in June 2023.

'Switched On' (SGN Safe and Warm)

The CIO was seeing more clients in crisis because they could not fund their energy costs. A grant application was made to SGN which was successful enabling the CIO to offer an energy support group named 'Switched On'. The Project is run every morning as a drop-in and for booked face to face or telephone appointments. Clients that are eligible are added to the Priority Register to ensure that if there is a power outage they are contacted and assured that they will be re-connected before other households. The Register is for those with children under 5, of pensionable age, disabilities and vulnerable adults. 'Switched On' staff give advice on energy saving tips, budgeting and work with energy companies to set up more affordable repayment plans, reduce debts and open a line of communication ensuring that those most in need don't have utilities disconnected.

The project also links in CO Awareness to ensure that vulnerable adults have a better understanding of this serious issue as well as having conversations around safety in their homes all staff have received CO Awareness training funded by SGN.

'Switched On' is a pilot project that started in February 2023 and ends in August 2023 with continuation funding available if engagement is high and outcomes positive. To date the project has supported **127** households.

Cosy Hub

The CIO set up its Cosy Hub in November 2022 and it ran until March 2023, in response to high energy prices and the Cost- of- Living crisis. The Cosy Hub offered a warm space for people to come in use a computer, charge their phones, talk to a support worker, take part in activities, have a hot drink and something to eat. Those attending were struggling to heat their homes and were having to make choices between eating or heating. The Cosy Hub supported 214 individuals and handed out 62 warm packs which included, blankets, flasks, food items hats, slippers and scarfs.

FUTURE PLANS:

The Vine Centre will continue to adapt and change its services to meet the needs of the community. Future plans include;

- > The Trustees and CEO working together to develop a three-year strategic plan for the CIO – a working group has been put together with the first meeting taking place at the end of 2022 the plan will be implemented by the end of 2023.
- > To develop and implement a succession plan for Trustees, CEO and the Management Team.
- > To continue to develop the skills of our staff, volunteers and Trustees.
- > Consolidating current services after a period of continuous change.
- > Working with key partners to identify and to implement viable, sustainable projects that meet the needs of the community including floating support projects.
- > Identifying Opportunities that will allow the CIO to become more sustainable including room hire, fundraising events, giving talks and no-waste cookbook sales.

THIS IS WHAT WE DO:



Working with individuals on their personalised support plans, The Vine Centre provides a 'one stop shop' of support and training to help people gain self-belief and become an active part of the community. A client's journey is not linear, and will not always use all elements of our support.

FINANCIAL REVIEW - by Treasurer – Katherine Loxton

Review of the Year

During 2022-23, The Vine Centre generated an income of £377,900 (£384,054 in 2021-22). The CIO's total expenditure was £330,342 (£313,595 in 2021-2022) The overall net surplus resource is £47,558 (£70,459 surplus in 2021-22)

Katherine Loxton (Treasurer) comments

The CIO is carrying forward unrestricted reserves of £172,788 of which £70,000 represents the agreed running costs reserve. The CIO has undergone much growth and changes over recent years, much of its success is its ability to adapt and change quickly to the circumstances (covid, fuel and food poverty, family support, refugees etc). as the client base grows with each crisis our reserves, above 6 months running costs, enable the CIO to respond to urgency or needs whilst also providing a level of ongoing permanence.

Reserves policy

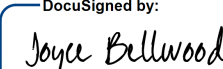
The Trustees aim to hold reserves sufficient to cover 6 months' running costs which amounts to £70,000, we are currently running in line with policy requirements. This is through a combination of unrestricted funds and appropriate restricted funds.

Reserves are split into general and fixed asset reserves. This is to ensure that fixed assets are separately accounted for.

Joyce Bellwood (Chairs) comments

The CEO and staff of The Vine Centre have shown innovation and flexibility in identifying areas of need within the local community by providing appropriate support when required. The CEO and staff of the CIO, backed by a supportive Board of Trustees, are to be congratulated on their work which provides much needed assistance to so many individuals and families.

ON BEHALF OF THE BOARD:

DocuSigned by:

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Joyce Bellwood - Chair of Trustees

Date: 20-Nov-2023

THE VINE CENTRE

MENZIES
BRIGHTER THINKING

INDEPENDENT EXAMINERS' REPORT

Independent examiner's report to the Trustees of The Vine Centre ('the Charity')

I report to the charity Trustees on my examination of the accounts of the Charity for the year ended 31 March 2023.

Responsibilities and basis of report

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

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the Charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of Institute for Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no 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 Charity as required by section 130 of the 2011 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.

This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my work or for this report.

Signed:

Janice Matthews FCA

Menzies LLP
Chartered Accountants
Magna House
18-32 London Road
Staines-Upon-Thames
TW18 4BP

DocuSigned by:

Janice Matthews
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Dated: 21-Nov-2023

THE VINE CENTRE

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2023

	Note	Restricted funds 2023 £	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Income from:					
Voluntary income		211,319	147,918	359,237	359,520
Activities for generating funds	2	-	17,410	17,410	24,534
Investments	3	-	1,253	1,253	-
Total income		211,319	166,581	377,900	384,054
Expenditure on:					
Raising funds	4	-	2,577	2,577	16,476
Charitable activities		193,420	134,345	327,765	297,119
Total expenditure		193,420	136,922	330,342	313,595
Net movement in funds		17,899	29,659	47,558	70,459
Reconciliation of funds:					
Total funds brought forward		101,753	143,129	244,882	174,423
Net movement in funds		17,899	29,659	47,558	70,459
Total funds carried forward		119,652	172,788	292,440	244,882

The Statement of financial activities includes all gains and losses recognised in the year.

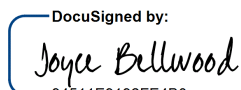
The notes on pages 16 to 24 form part of these financial statements.

THE VINE CENTRE

BALANCE SHEET AS AT 31 MARCH 2023

	Note	2023 £	2022 £
Fixed assets			
Tangible assets	9	8,392	10,855
		<u>8,392</u>	<u>10,855</u>
Current assets			
Debtors	10	80	-
Cash at bank and in hand		293,162	250,447
		<u>293,242</u>	<u>250,447</u>
Creditors: amounts falling due within one year	11	(9,194)	(16,420)
Net current assets		<u>284,048</u>	<u>234,027</u>
Total assets less current liabilities		<u>292,440</u>	<u>244,882</u>
Total net assets		<u>292,440</u>	<u>244,882</u>
Charity funds			
Restricted funds	12	119,652	101,753
Unrestricted funds	12	172,788	143,129
Total funds		<u>292,440</u>	<u>244,882</u>

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

DocuSigned by:

 94511E9192FE4B0.....
J Bellwood
 Chair of Trustees

Date: 20-Nov-2023

The notes on pages 16 to 24 form part of these financial statements.

THE VINE CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

1. Accounting policies

1.1 Basis of preparation of financial statements

The financial statements 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), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The Vine Centre meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

1.2 Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements.

1.3 Income

All income resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

1.4 Expenditure

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.

1.5 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charity; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

1.6 Taxation

The charity is exempt from tax on its charitable activities.

THE VINE CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

1. Accounting policies (continued)

1.7 Tangible fixed assets and depreciation

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, on a reducing balance basis.

Depreciation is provided on the following basis:

Fixtures and fittings	- 5 years reducing balance
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1.8 Debtors and creditors receivable/payable within one year

Debtors and creditors with no stated interest rate, and receivable or payable within one year, are recorded at transaction price.

1.9 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 analysis of funds is included in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

2. Income from charitable activities

	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Gift aid	-	-	595
Sales	21	21	-
Room hire	17,389	17,389	23,107
Vine dining	-	-	832
	<u>17,410</u>	<u>17,410</u>	<u>24,534</u>
Total 2022	<u>24,534</u>	<u>24,534</u>	

THE VINE CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

3. Investment income

	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Investment income - bank interest	1,253	1,253	-

4. Expenditure on raising funds

Costs of raising voluntary income

	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Costs of raising voluntary income	2,577	2,577	16,476
<i>Total 2022</i>	16,476	16,476	

5. Analysis of expenditure by activities

	Activities undertaken directly 2023 £	Support costs 2023 £	Total funds 2023 £	Total funds 2022 £
Cost of charitable activities	294,157	33,608	327,765	297,119
<i>Total 2022</i>	253,981	43,138	297,119	

THE VINE CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

5. Analysis of expenditure by activities (continued)

Analysis of direct costs

	Activities 2023 £	Total funds 2023 £	Total funds 2022 £
Salaries (Inc Nest Pension)	199,730	199,730	155,716
Project costs (Excl. Vine Dining)	80,839	80,839	47,418
Vine Dining Project costs (set up and staffing)	(3,079)	(3,079)	34,105
Utilities (Heating & Light)	5,722	5,722	5,978
Rent & Rates	10,945	10,945	10,764
	<u>294,157</u>	<u>294,157</u>	<u>253,981</u>
<i>Total 2022</i>	<u>253,981</u>	<u>253,981</u>	

Analysis of support costs

	Activities 2023 £	Total funds 2023 £	Total funds 2022 £
Telephone & Computer costs	2,481	2,481	3,392
Postage, Printing & Stationary	4,316	4,316	6,054
Bank Charges	70	70	217
Equipment	502	502	593
Travel	2,305	2,305	4,072
Professional Fees	11,175	11,175	8,563
Insurance	1,199	1,199	1,615
Depreciation	2,463	2,463	3,079
Maintenance	9,097	9,097	15,553
	<u>33,608</u>	<u>33,608</u>	<u>43,138</u>
<i>Total 2022</i>	<u>43,138</u>	<u>43,138</u>	

6. Independent examiner's remuneration

The independent examiner's remuneration amounts to an independent examiner fee of £2,475 (2022 - £2,200).

THE VINE CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

7. Staff costs

	2023 £	2022 £
Wages and salaries	208,848	162,902
Social security costs	9,121	7,114
Contribution to defined contribution pension schemes	7,504	5,853
	<u>225,473</u>	<u>175,869</u>

The average number of persons employed by the Charity during the year was as follows:

	2023 No.	2022 No.
Employees	<u>11</u>	<u>9</u>

No employee received remuneration amounting to more than £60,000 in either year.

8. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2022 - £NIL).

During the year ended 31 March 2023, no Trustee expenses have been incurred (2022 - £NIL).

9. Tangible fixed assets

	Fixtures and fittings £
Cost or valuation	
At 1 April 2022	<u>32,944</u>
At 31 March 2023	<u>32,944</u>
Depreciation	
At 1 April 2022	22,089
Charge for the year	2,463
At 31 March 2023	<u>24,552</u>
Net book value	
At 31 March 2023	<u>8,392</u>
At 31 March 2022	<u>10,855</u>

THE VINE CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

10. Debtors

	2023 £	2022 £
Due within one year		
Prepayments and accrued income	80	-
	<u>80</u>	<u>-</u>
	<u>80</u>	<u>-</u>

11. Creditors: Amounts falling due within one year

	2023 £	2022 £
Other creditors	-	4,677
Accruals and deferred income	9,194	11,743
	<u>9,194</u>	<u>11,743</u>
	<u>9,194</u>	<u>16,420</u>

THE VINE CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

12. Statement of funds

Statement of funds - current year

	Balance at 1 April 2022 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2023 £
Designated Funds	-	-	-	-	-
General funds					
General Funds	143,129	166,581	(136,922)	-	172,788
Total Unrestricted funds	143,129	166,581	(136,922)	-	172,788
Restricted funds					
Community Pantry	24,000	20,602	(28,856)	-	15,746
Kitchen Funds	7,855	5,298	(5,147)	-	8,006
Gasp fund – Fluor 2015	5,048	-	(4,951)	-	97
Girdlers	7,906	15,000	(6,435)	-	16,471
Connecting for Community	17,262	10,734	(17,812)	-	10,184
CFS	7,000	-	(3,483)	-	3,517
Evening vine	10,000	47	(8,634)	-	1,413
Veterans Fund	10,000	348	(9,112)	-	1,236
Joanies	2,500	-	(2,389)	-	111
ABF the soldiers charity	3,385	-	(2,943)	-	442
Household Support fund	912	2,000	(2,928)	-	(16)
Access	885	-	(850)	-	35
HCC Family Worker	1,858	399	(2,399)	-	(142)
Culture Café	2,355	32,284	(30,285)	-	4,354
Operations Manager Salary	-	23,000	-	-	23,000
Broadhurst	-	63,690	(54,018)	-	9,672
SNG Energy	-	11,785	-	-	11,785
Stepping Out	-	14,104	(2,042)	-	12,062
Other restricted funds	787	12,028	(11,136)	-	1,679
	101,753	211,319	(193,420)	-	119,652
Total of funds	244,882	377,900	(330,342)	-	292,440

The main restricted funds are explained in detail in the trustees' report.

THE VINE CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

12. Statement of funds (continued)

Statement of funds - prior year

	Balance at 1 April 2021 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2022 £
Designated funds					
Designated Funds	9,578	-	-	(9,578)	-
Unrestricted funds					
General Funds	123,528	127,105	(124,541)	17,037	143,129
Total Unrestricted funds	133,106	127,105	(124,541)	7,459	143,129
Restricted funds					
Community Pantry	-	24,000	-	-	24,000
Kitchen Funds	-	15,089	(8,862)	1,628	7,855
Gasp fund – Fluor 2015	873	7,485	(3,310)	-	5,048
Girdlers	5,920	10,000	(8,014)	-	7,906
Connecting for Community	-	28,482	(11,220)	-	17,262
CFS	-	7,000	-	-	7,000
Evening vine	-	10,000	-	-	10,000
Veterans Fund	-	10,000	-	-	10,000
Joanies	-	2,500	-	-	2,500
ABF the soldiers charity	-	5,000	(1,615)	-	3,385
Household Support fund	-	16,734	(15,822)	-	912
Access	-	950	(65)	-	885
HCC Family Worker	-	13,185	(11,327)	-	1,858
Culture Café	-	42,373	(40,018)	-	2,355
Silvers	1,724	5,000	(1,940)	(4,784)	-
My helping hand	2,205	10,000	(7,513)	(4,692)	-
Other restricted funds	30,595	49,151	(79,348)	389	787
	41,317	256,949	(189,054)	(7,459)	101,753
Total of funds	174,423	384,054	(313,595)	-	244,882

THE VINE CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

13. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Restricted funds 2023 £	Unrestricted funds 2023 £	Total funds 2023 £
Tangible fixed assets	-	8,392	8,392
Current assets	119,652	173,590	293,242
Creditors due within one year	-	(9,194)	(9,194)
Total	119,652	172,788	292,440

Analysis of net assets between funds - prior year

	Restricted funds 2022 £	Unrestricted funds 2022 £	Total funds 2022 £
Tangible fixed assets	-	10,855	10,855
Current assets	101,753	148,694	250,447
Creditors due within one year	-	(16,420)	(16,420)
Total	101,753	143,129	244,882

14. Operating lease commitments

At 31 March 2023 the Charity had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2023 £
Not later than 1 year	11,000
Later than 1 year and not later than 5 years	54,000
	65,000

15. Related party transactions

There were no related party transactions in the year ended 31 March 2023, nor the year ended 31 March 2022.