

REGISTERED COMPANY NUMBER: 01752003 (England and Wales)
REGISTERED CHARITY NUMBER: 514518

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022
FOR
VOLUNTARY ACTION COVENTRY**

LDP Luckmans
1110 Elliott Court
Coventry Business Park
Herald Avenue
Coventry
West Midlands
CV5 6UB

VOLUNTARY ACTION COVENTRY

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VOLUNTARY ACTION COVENTRY (REGISTERED NUMBER: 01752003)

REPORT OF THE TRUSTEES for the year ended 31 March 2022

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 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 2019).

Organisation

VAC is a relatively small charity and many operational decisions are taken by the Chief Executive. Decisions are delegated to other members of staff as appropriate. The Board adopts the Business Plan, which is the key strategic and planning document for VAC and includes action plans, risk analysis, etc. Major strategic decisions are taken by the Board, together with the setting of the annual budget and the adoption of policies and procedures. The Board receives a detailed bi-monthly report on progress against the Business Plan.

OBJECTIVES AND ACTIVITIES

Objectives and aims

The Objects of VAC are:

1. The advancement of citizenship and community development, to include the promotion of volunteering and of the voluntary, community and social enterprise sector. The promotion of civic responsibility, good citizenship and neighbourliness. The provision of capacity building/education to develop individual/community capabilities, competences, skills and understanding.
2. The relief of those in need in Coventry, by reason of; youth, age, ill health, disability, financial hardship or other disadvantage.
3. To promote any charitable purpose for the benefit of the community in the Area of Benefit and in-particular the advancement of education, the furtherance of health and the relief of poverty, distress and sickness.

The area of benefit is the Midlands area and in-particular the city of Coventry.

VAC meets these objects by:

- * promoting volunteering and helping volunteers find suitable opportunities
- * providing supported volunteering projects for those experiencing disadvantage
- * circulating information, including through newsletters and websites
- * providing advice on volunteer involvement
- * providing occasional training or briefing sessions
- * providing practical resources such as meeting rooms
- * signposting to other agencies with more specialist expertise
- * promoting the voluntary and community sector in general

Public benefit

Voluntary Action Coventry achieves public benefit through direct services to the public and through the support we provide to voluntary, community and social enterprises:

- * Volunteer Centre Coventry - promotion and brokerage of volunteering opportunities
- * Supported volunteering - tailored support to help people with barriers play an active part in their communities through volunteering
- * Healthwatch Coventry - enabling the public to have a greater say on the health and social care services provided within the city; helping to address issues, problems or barriers within particular services.
- * VCSE Alliance - providing information and advice to voluntary, community and social enterprises
- * Involvement in local networks, partnerships and collaborations that address disadvantage/inequalities

VAC seeks to encourage resilience in communities, supporting people to build their capacity and enabling them to do more for themselves.

**REPORT OF THE TRUSTEES
for the year ended 31 March 2022**

ACHIEVEMENT AND PERFORMANCE

Charitable activities

2021/22 was a further year of challenge and adaptation as we continued to be restricted by the Covid-19 Pandemic for the first 6 months. A return to the office for most staff in July 2021 heralded the start of a return to offering face to face support and to meeting in person. We maintained a hybrid working and delivery approach and this continues into 2022/23. We met our targets for the year, built new relationships and ensured the organisation fulfilled its obligations to all stakeholders.

Our key areas of activity during the year were:

VCSE support

Our Voluntary, Community and Social Enterprise (VCSE) Alliance is a free membership service that brings together third sector organisations based in Coventry or operating services in our city. Alliance membership offers opportunity to connect, stay informed, promote, advertise, share, vote, feedback and work together.

During this year, 20 new organisations joined the Coventry VCSE Alliance, and following consultation we updated our member support services to also include a Volunteer Coordinator Support Network - regular opportunities to meet with others with volunteer responsibilities to ask questions, share best practise, problem solve and network.

"We joined the VCSE Alliance [in June 2021] to try and recruit more volunteers. This has really helped our organisation and most of our current team were recruited by VAC. Thank you very much!" Zia Lee, Growkids Coventry

- * We continued to communicate with our members through regular e-bulletins and ad hoc updates, sharing relevant information, with a particular focus on health
- * We maintained our directories of volunteering opportunities and members services that are available to search on-line.
- * We convened virtual meetings and offered networking opportunities to our members via Teams and Zoom around topical issues and concerns.

Volunteer Centre

Our accredited Volunteer Centre offers access to personalised support around volunteering and finding roles via our drop-in service, which is open to everybody.

We continued the online drop-in service set up the previous year as a response to COVID restrictions, to maintain support for volunteers wanting individual recommendations or advice around volunteering. We resumed delivering face-to-face support from July as staff began returning to the workplace and we put COVID safety measures into practice, offering a blended model of online and face to face options to offer choice for how to engage whilst anxiety around the virus still persisted. We fully transitioned to our familiar face to face drop-in offer by September and by October, increased our drop-in services to 5 days per week. This saw an uptake in the number of volunteer enquirers and proved that whilst many had adapted to conducting life online, for many people accessing our services, online was not always practicable, preferred or possible.

Organisations with the capability to involve volunteers remotely responded to the need for virtual volunteering and we saw a greater rise in telephone and online volunteering opportunities than seen previously. And as life returned to a face-to-face format following COVID restrictions, some exciting additions allowed volunteers of Coventry to get involved in roles uniquely specific to the city's history and heritage by giving time to the Coventry Blitz Museum, 2 Tone Exhibition, Charterhouse Heritage Park and our famous City Hosts.

The year's top 5 most popular opportunities:

- * Supporting activities for disabled people
- * Charity shop cash desk
- * Advice service form filling support
- * Face to face befriending
- * Telephone befriending

We supported 411 volunteer enquirers.

VOLUNTARY ACTION COVENTRY (REGISTERED NUMBER: 01752003)

REPORT OF THE TRUSTEES for the year ended 31 March 2022

Volunteers Week 2021 Our online campaign for Volunteers' Week 2021 spread the word about volunteering and especially the positive impact it had on people during COVID - both for those who chose to volunteer, and those who benefited from something that volunteers have done for them during this time. Many of our VCSE Alliance members reported that they could not have survived or operated without their volunteers and were especially keen to utilise VAC's Volunteers' Week posts to give thanks and highlight the extra efforts made by them during a challenging year.

Introduction to Volunteering For those curious about volunteering but unsure where to start or what to expect, our offer expanded this year to provide free, two-hour Introduction to Volunteering workshops. Our workshops kicked off in October and 4 took place across the remainder of the year, taking participants through the benefits of getting involved with charities or community action, what to expect and how VAC can support prospective volunteers find just the right role for their tastes, skills and circumstances - useful for individuals wanting to volunteer and for professionals supporting others, too.

Feedback from participants:

- * "It was a good experience for me and now I have a lot of ideas and enthusiasm about what to do!!"
- * "Very interesting, full of information and knowledge"
- * "Very informative, comfortable, felt at ease, welcoming"
- * "Excellent presentation and course... feel more confident to find and start volunteering"
- * "That was very useful. I learned how can I apply to volunteer roles and what kind of roles there are"

Supported volunteering

Our tailored supported volunteering projects provide a step into volunteering and possibly employment for disadvantaged people in Coventry:

Accelerate - supporting people towards employment

Accelerate is a flexible, personalised pre-employment programme helping those who are disadvantaged get into work or training. The project enables participants to have access to advice and guidance from a Journey Guide who helps break down their barriers to access work and gives them the confidence to succeed. The project is funded by the European Social Fund and the Big Lottery Building Better Opportunities and this year was our 6th year as a delivery partner.

34 Participants received support, 22 Participants have been supported into employment, training and job search activities. 30% of participants were in receipt of ESA or Personal Independence Allowance therefore they required additional time and support with mental health, lifestyle support and financial assistance. They also preferred to volunteer first than move forward into a paid role so they could increase their confidence. 27% of participants volunteered in charitable organisations. Participants used volunteering as a step into improving mental health, confidence, building a new routine and into work practice.

During 2021 to 2022 the Accelerate project was successful and continued to register and assist participants who required additional support with job searching, self-employment and training.

One of the strengths of the Accelerate project is the partnership and access to specialist support from partners. We continued to utilise referrals to internal partners for increased support for our participants: Orbit Training for Employability skills, Optima Training to help with targeted health and well-being goals and Volunteer Friends for independent living cooking skills besides many other referrals to additional internal partners to improve participants qualification and confidence success into work.

Participants exiting the project this year reported that they feel happier than when they started the Accelerate programme due to the support they received. They felt that they were listened to and more prepared to progress into work and are more proactive in looking for work and services to help them progress without support.

Comments from participants:

"My Journey Guide has help me to make positive changes in our financial circumstances, in getting Universal Credit, Attendance Allowance and Carers Allowance. It has helped a lot; life is much happier, and I have stopped worrying".

"I am still unsure about my change of career plans outside of office work but the Accelerate program has given me back my confidence and the ability to look outside of my comfort zone towards new possibilities."

**REPORT OF THE TRUSTEES
for the year ended 31 March 2022**

"I have attended workshops by Zoom and become a volunteer at the Mary Ann Evans Hospice Charity Shop, it's a lovely shop and the staff are very friendly, I am enjoying my time there and gaining confidence. Hopefully, now I can find employment in retail."

Chat Central - tackling loneliness and isolation in Coventry

Active Central - physical and wellbeing enhancing activities.

Chat Central 4 Youth - tackling loneliness and isolation experienced by young people

We continued to run our Lottery funded Chat Central project alongside Active Central and Chat Central 4 Youth (CC4Y).

Chat Central aims to help people to find others with similar interests, to have fun, get out of the house, join in with a hobby, get involved with their community and to find new friends, tackling loneliness, isolation, and health inequality in all its forms in Coventry.

This year has been a period of lockdown transition; from providing online activities, one-to-one walks and emotional support to a programme of face-to-face events engaging groups of people both inside and out.

Active Central were one of the first Coventry based community groups to restart face to face after lockdown and we have all been learning how to socialise again in groups. We provide a gentle 'drop in' culture, with no pressure. As a result, this gives people space to build confidence and social networks and 'belonging' at their own pace.

People experience many barriers to engaging, from lack of confidence, mental health issues, language barriers, difficulty with routine and disabilities etc.

With the start of the Active Central project funded through the Heart of England Community Foundation and the William A Cadbury Charitable Trust the activities provided have often been health related, encouraging clients to try new physical activities and 'have a go!'

CC4Y offers a range of support and activities tailored to the needs and interests of young people experiencing loneliness and isolation. A growing attendance of young adults who attend a bi-weekly meet up, trips and experiences. These young adults are now beginning to be volunteer ready.

Key facts:

- * People supported: 145 people both as volunteers and participants
- * Events provided: 110 x walks, 16 x youth meets and trips, 180 x zooms, 12 x one-to-one first meet ups, 20 x group meet ups and activities, 6 x regular phone call befriending
- * Participant to volunteer outcomes: 12
- * Supported to their destination: 13
- * Volunteering Training sessions: 3
- * Social Media Engagement, enquiries, emails and short interventions
- * 110 x Views on YouTube tutorials - (digital storytelling competition, among us tutorial, mug cake making, Friday night fake away, chat central for youth project intro)
- * Facebook engagement: 1106,425 x page reach, 674 x Facebook visits: 82 x page likes
- * Short interventions and signposting: 30

Case studies:

'A' - Referral via Court Advocacy Service, sensitive child protection issues, mental health support required and adjusting to depression diagnosis and medication. We provided 3x therapeutic telephone calls over lockdown, support into gentle participation at 3 x group events, 'A' prepared and donated prizes for Bingo and developed friendships with other participants and volunteers, 2 x one-to-ones provided to support adjustment to court decision, signposting to local events close to home, support into volunteering at a local charity shop, building confidence to attend university taster events.

**REPORT OF THE TRUSTEES
for the year ended 31 March 2022**

'B' - Referral via Social Prescriber at Medical Centre, partially sighted, hard of hearing, recent bereavement over Covid, normally highly sociable and ran community coffee mornings. Deceased spouse was also carer and helped to see while walking. We provided 4 x supported one-to-one walks adjusting to use of white stick, which they had never used before. 8 x group sessions including water colour painting, police cadets talk, Bingo (supported by volunteer), Petanque. Matched with volunteer to visit swimming pool together. Now using buses and walking independently, attending weekly walk group in Kenilworth and regular user of community cafés and facilities within the city.

Progress - supporting young people not in education, employment, or training

Progress supports young people aged 15 - 24 who are not in education, employment, and training or are potentially at risk of being NEET. By accessing specialist volunteering support from VAC's Progress Supported Volunteering Officer and their Progress Coaches, young people are able to overcome barriers and build on their confidence and skills. This is done through regular one-to-one support with a designated Progress Coach assigned to a young person, group engagement sessions, and referrals to specialist partners for extra support. Referrals to specialist support can be useful for young people if they want to learn new skills, gain valuable experience or address specific needs. Progress engages with young people who have multiple barriers and complex needs such as poor mental health, social isolation, learning difficulties, risk of homelessness, caring responsibilities, and family breakdowns. It targets those who are the most vulnerable and furthest away from education, work, and training.

Out of the 22 young people engaged with VAC in Progress, 78% were suffering from either mental health issues or general health problems or disadvantage. Most of the young participants did not feel confident performing day-to-day activities. With one-to-one support, young people felt more confident and positive about their employment prospects. 43% of the young people engaged got into education or employment and 61% of them felt more confident while they were on the programme.

Case Study of Participant: In August 2021, MC was referred to VAC by Groundwork. Despite having a degree in graphic design, MC was unable to apply for any jobs due to her health problems. MC lacked confidence in herself and struggled with ADHD, anxiety, and depression and felt it hard to recognise the pleasant, polite young woman who is eager to engage in conversation that everyone else saw.

She wanted to pursue her career in the field of Graphic Design but lacked work experience. MC was encouraged by VAC to apply for a short-term voluntary position in Graphic Design to boost her confidence and her CV which will help her achieve her career goals. MC engaged really well with VAC's specialist support. A second opportunity was identified With Arty Folks who were keen to work with MC and agreed to work out a role that would suit her interests. At this point, MC's confidence had increased to such an extent that she began applying for paid roles; as a result, she was able to land a full-time position as a graphic designer. Congratulations, MC!

Integrate Coventry - Asylum Migration and Integration Fund (AMIF)

Working in partnership with other organisations, in particular Coventry Refugee and Migrant Centre (CRMC) and Foleshill Women's Training (FWT), VAC supports refugees to build connections and new relationships within Coventry through volunteering.

During this unprecedented time, we supported 78 people of which 22 people met the AMIF criteria. Four eligible people gained employment and three started foundation health courses. We referred three people to CRMC to access other services. 10 people were enabled to apply for and start volunteering. The roles were within: Coventry Independent Advice and Information Centre, UHCW, Citizen's Advice Coventry, Albany Theatre, City of Culture Host and others.

During the lockdown period we developed our online training and delivered; three bespoke workshops on Zoom on the benefits of volunteering, as part of their future, reaching 35 people through FWT's Wellbeing Sessions and CRMC's Information and Advice Group.

In July as restrictions were lifted, we took 11 participants for an exciting day in historic Stratford, which had many aspirational impacts for the people involved. When sessions became face to face, we worked effectively with FWT to support two cohorts of women on our skills for volunteering course. A total of 18 women participated in these sessions, gaining confidence and knowledge to plan for the future.

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As integration is a two-way process, we delivered six "Working with Refugees" workshops, 32 participants representing 15 organisations attended. We shared information about the process of asylum, exploding myths and barriers, creating helpful ideas on how to support refugees as volunteers within their services.

We have spoken to 30 voluntary organisations about Integrate Coventry, raising their awareness about refugees and volunteering, and how their organisations can help. We are continuing to develop our partnership within Integrate Coventry, to support refugees and work with the wider community of Coventry.

Healthwatch Coventry

- * 497 people shared their experiences of health and social care services with us, helping to raise awareness of issues and improve care.
- * 405 people were given advice and information on topics such as local COVID-19 vaccination by phone and email
- * We had 48,720 visits to our website advice and information articles
- * We have 31 outstanding volunteers, who gave 775 hours to make care better for our community.

How we helped improve health and care

- * We set up a COVID vaccination webpage to fill an information gap and we had 38,280 visits to this page.
- * Those responsible for COVID vaccination locally responded to our evidence of things not working well and improved how they helped people who had been missed.
- * When people struggled to see their GP, we made sure that people's experiences were known by the health regulator and local decision makers.
- * We made recommendations for action to improve GP phone systems after testing this out through a mystery shop. Practices have begun to make changes as a result.

Coventry & Warwickshire VCSE Mental Health Alliance

VAC hosted the staff of the VCSE MH Alliance, developed to meet the need for better defined and resourced VCSE MH sector involvement. Strengthening representation and engagement of grassroots Mental Health providers, simplifying communication between stakeholders and in particular building effective relationships at all levels of the Sector across Coventry and Warwickshire.

Sustaining the organisation

- * We continued to put in place measures to enable the organisation to function virtually through the Pandemic
- * We secured grant funding for new projects supporting people into community activity and/or volunteering.

FINANCIAL REVIEW

Financial position

Through prudent financial management and fund generation the organisation achieved a surplus of £100,875 as of 31 March 2022; ensuring the organisation has the necessary resources and reserves to meet future obligations.

Staffing

The average number of employees was 19 for the year.

Investment policy and objectives

The surplus funds of the organisation are currently held in an interest-bearing account pending the identification of more beneficial alternatives.

Reserves policy

Trustees aspire to hold up to six months of core running costs as reserves, together with sufficient to cover lease obligations, as well as a reserve to cover the full redundancy cost of all employees. The potential redundancy cost is held in a designated fund. At 31 March 2022, the aspirational reserves figure is £171,276. At 31 March 2022, unrestricted reserves amounted to £175,325. The trustees will continue to work towards maintaining their reserves target, whilst ensuring delivery of charitable objectives.

**REPORT OF THE TRUSTEES
for the year ended 31 March 2022**

FUTURE PLANS

2022/23 marks the 65th anniversary of the organisation, we will celebrate this achievement and work with our members and beneficiaries to explore how we can recognise the role of the VCSE and volunteers in Coventry, build on existing work and plan for the next phase of the organisation's history. In particular:

- * We will continue to enhance our understanding of the impact of the Pandemic on the VCSE and volunteering, including how we build on new relationships and collaborations with local, regional and national agencies to strengthen our response to future emergencies.
- * We will work with multi sector partners to explore how we can address the impact of the cost-of-living crisis on the most disadvantaged people in Coventry.
- * We will work with our colleagues in health to shape up the VCSE role within the integrated care system.
- * Our new TNL funded VCSE Leaders Network Partnership Officer will help us build awareness of the work of the VCSE in Coventry, they will coordinate themed events and networking to bring the sector together and ensure the voice of the sector is heard by decision makers.
- * We will strengthen the VCSE involvement in Community Mental Health Transformation, ensuring the VCSE is involved in pathways and new service developments as well as promoting and distributing the VCSE Innovation Fund.
- * We will look to sustain our employment support programmes Accelerate and Progress through the UK Shared Prosperity Fund.
- * We will work with other Integrate Coventry partners to explore continuation funding.
- * We will continue to build awareness of our Chat Central project with potential clients and referral partners.
- * We will seek to maintain continued delivery of Healthwatch Coventry.
- * We will work with WM Police and other partners to deliver CIRV - Community Initiative to Reduce Violence.
- * We will review our premises requirements in January 2023, to ensure we have adequate and appropriate facilities to meet our needs.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is a company limited by guarantee governed according to its Memorandum and Articles of Association updated 19th June 2019. All voluntary and community organisations active in Coventry are encouraged to apply for membership of the VCSE Alliance and there are over 300 active members. There is also a facility for individual membership used on an occasional basis.

Recruitment and appointment of new trustees

The membership elects a Board of at least five and not more than nine individuals who each serve a term of up to three years and who can each be re-appointed twice before a rest period is required. Nomination forms are issued with the AGM mail-out. The Board meets bi-monthly with detailed papers circulated a week in advance.

Induction and training of new trustees

All trustees are offered one-to-one induction with the Chief Executive and receive a trustee induction pack.

Wider network

VAC is a member of NAVCA, the National Association for Voluntary and Community Action. VAC is a wholly independent charity which chooses to affiliate to NAVCA. VAC is a member of NCVO and holds the VCQA (Volunteer Centre Quality Accreditation) and Trusted Charity Mark.

Risk management

The trustees have examined the major strategic risks of the charity and have an ongoing process of examining operational risks across the charity. This includes assessing risks according to their impact and likelihood and listing potential mitigating actions. This analysis then influences the actions and priorities of the wider Business Plan.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

01752003 (England and Wales)

Registered Charity number

514518

REPORT OF THE TRUSTEES
for the year ended 31 March 2022

Registered office

27-29 Trinity Street
Coventry
West Midlands
CV1 1FJ

Trustees

L J C Carroll
L Mafuba
T W Sawdon
B S Nagra
A O Awosokanre
S Donaldson (appointed 8.12.21)
P Weare (appointed 8.6.22)

Company Secretary

S A Ogle

Independent Examiner

M D Spafford
FCCA ACA
LDP Luckmans
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Coventry Business Park
Herald Avenue
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CV5 6UB

Bankers

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

Approved by order of the board of trustees on 21 September 2022 and signed on its behalf by:



T W Sawdon - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
VOLUNTARY ACTION COVENTRY**

Independent examiner's report to the trustees of Voluntary Action Coventry ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2022.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 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 ACA 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:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.



M D Spafford
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21 September 2022

VOLUNTARY ACTION COVENTRY
STATEMENT OF FINANCIAL ACTIVITIES
for the year ended 31 March 2022

	Notes	Unrestricted funds £	Restricted funds £	2022 Total funds £	2021 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	3	1,000	-	1,000	500
Charitable activities					
Charitable activities		51,264	639,879	691,143	613,232
Investment income	4	21,733	-	21,733	2,614
Other income		2,104	-	2,104	2,939
Total		<u>76,101</u>	<u>639,879</u>	<u>715,980</u>	<u>619,285</u>
EXPENDITURE ON					
Charitable activities	6				
Charitable activities		17,194	597,911	615,105	533,674
NET INCOME		<u>58,907</u>	<u>41,968</u>	<u>100,875</u>	<u>85,611</u>
Transfers between funds	17	<u>(1,813)</u>	<u>1,813</u>	<u>-</u>	<u>-</u>
Net movement in funds		<u>57,094</u>	<u>43,781</u>	<u>100,875</u>	<u>85,611</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>118,231</u>	<u>76,288</u>	<u>194,519</u>	<u>108,908</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>175,325</u></u>	<u><u>120,069</u></u>	<u><u>295,394</u></u>	<u><u>194,519</u></u>

The notes form part of these financial statements

VOLUNTARY ACTION COVENTRY (REGISTERED NUMBER: 01752003)

BALANCE SHEET
31 March 2022

	Notes	Unrestricted funds £	Restricted funds £	2022 Total funds £	2021 Total funds £
FIXED ASSETS					
Tangible assets	12	-	-	-	1,030
CURRENT ASSETS					
Debtors	13	19,146	16,442	35,588	82,342
Cash at bank and in hand		193,365	208,795	402,160	245,995
		<u>212,511</u>	<u>225,237</u>	<u>437,748</u>	<u>328,337</u>
CREDITORS					
Amounts falling due within one year	14	(37,186)	(105,168)	(142,354)	(134,848)
NET CURRENT ASSETS		<u>175,325</u>	<u>120,069</u>	<u>295,394</u>	<u>193,489</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>175,325</u>	<u>120,069</u>	<u>295,394</u>	<u>194,519</u>
NET ASSETS		<u>175,325</u>	<u>120,069</u>	<u>295,394</u>	<u>194,519</u>
FUNDS	17				
Unrestricted funds				175,325	118,231
Restricted funds				120,069	76,288
TOTAL FUNDS				<u>295,394</u>	<u>194,519</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2022 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

BALANCE SHEET - continued
31 March 2022

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 21 September 2022 and were signed on its behalf by:



B S Nagra - Trustee



T W Sawdon - Trustee

VOLUNTARY ACTION COVENTRY

**CASH FLOW STATEMENT
for the year ended 31 March 2022**

	Notes	2022 £	2021 £
Cash flows from operating activities			
Cash generated from operations	1	155,924	65,806
Net cash provided by operating activities		<u>155,924</u>	<u>65,806</u>
Cash flows from investing activities			
Interest received		264	598
Net cash provided by investing activities		<u>264</u>	<u>598</u>
Change in cash and cash equivalents in the reporting period		<u>156,188</u>	<u>66,404</u>
Cash and cash equivalents at the beginning of the reporting period	2	<u>243,149</u>	<u>176,745</u>
Cash and cash equivalents at the end of the reporting period	2	<u><u>399,337</u></u>	<u><u>243,149</u></u>

The notes form part of these financial statements

VOLUNTARY ACTION COVENTRY

**NOTES TO THE CASH FLOW STATEMENT
for the year ended 31 March 2022**

1. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2022 £	2021 £
Net income for the reporting period (as per the Statement of Financial Activities)	100,875	85,611
Adjustments for:		
Depreciation charges	1,031	1,374
Interest received	(264)	(598)
Decrease in debtors	46,753	16,613
Increase/(decrease) in creditors	7,529	(37,194)
Net cash provided by operations	<u>155,924</u>	<u>65,806</u>

2. ANALYSIS OF CASH AND CASH EQUIVALENTS

	2022 £	2021 £
Cash in hand	276	257
Notice deposits (less than 3 months)	401,884	245,738
Overdrafts included in bank loans and overdrafts falling due within one year	(2,823)	(2,846)
Total cash and cash equivalents	<u>399,337</u>	<u>243,149</u>

3. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.4.21 £	Cash flow £	At 31.3.22 £
Net cash			
Cash at bank and in hand	245,995	156,165	402,160
Bank overdrafts	(2,846)	23	(2,823)
	<u>243,149</u>	<u>156,188</u>	<u>399,337</u>
Total	<u>243,149</u>	<u>156,188</u>	<u>399,337</u>

The notes form part of these financial statements

VOLUNTARY ACTION COVENTRY
NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 March 2022

1. LIABILITY OF MEMBERS

The Charity is a company limited by guarantee. It does not have share capital and the liability of each member is limited to the guarantee given by that member which shall not exceed £1.

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, 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 Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

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

Incoming resources from grants are included in incoming resources in the year in which they are receivable. Where income is received in advance of performance, its recognition is deferred and included in creditors.

Investment income and other income are included when receivable.

Expenditure

Resources expended are included in the Statement of Financial Activities on an accruals basis, inclusive of Value Added Tax. Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the charity to the expenditure.

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

Expenditure which is directly attributable to specific activities has been included in these cost categories. Where costs are attributable to more than one activity they have been apportioned across the cost categories on a basis consistent with the use of these resources.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the company.

Tangible fixed assets

All individual assets costing less than £1,000 per item are to be written off in the year of purchase. Assets above this amount are to be capitalised in the month of purchase and subjected to the appropriate level of depreciation as stated below.

Refurbishment	20% Straight Line
Office Furniture	20% Straight Line
IT Equipment	50% Straight Line

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Restricted Funds - Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets this criteria is charged to the fund together with a fair allocation of management costs.

VOLUNTARY ACTION COVENTRY

NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 31 March 2022

2. ACCOUNTING POLICIES - continued

Fund accounting

Unrestricted funds - Unrestricted funds are available for use at the discretion of the Board in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the Board for particular purposes.

Pension costs and other post-retirement benefits

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

Contributions in respect of earnings paid by the charity to defined pension contribution schemes are charged to the Statement of Financial Activities in the year in which they are payable to the schemes.

Hire purchase and leasing commitments

Rentals applicable to operating leases where all of the benefits and risks of ownership remain with the lessor are charged to the Statement of Financial Activities as they fall due.

3. DONATIONS AND LEGACIES

	2022	2021
	£	£
Donations	1,000	500

4. INVESTMENT INCOME

	2022	2021
	£	£
Rents received	21,469	2,016
Deposit account interest	264	598
	21,733	2,614

5. INCOME FROM CHARITABLE ACTIVITIES

	Activity	2022	2021
		£	£
Grants	Charitable activities	691,143	613,232

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

	2022	2021
	£	£
Coventry City Council	261,000	271,163
European Social Fund and National Lottery Community Fund	54,180	60,170
William A Cadbury	15,000	-
Henry Smith	23,333	55,586
UK Responsible Authority (UKRA)	85,445	65,379
National Lottery	51,217	64,334
Coventry & Rugby CCG	48,264	48,264
Heart of England Community Association	7,914	20,886
NAVCA VCS Emergencies Partnership	3,000	1,500
Hilden Charitable Trust	-	1,250
Sheldon Charitable Trust	-	4,000
Eveson Charitable Trust	-	10,000
Carried forward	549,353	602,532

VOLUNTARY ACTION COVENTRY

NOTES TO THE FINANCIAL STATEMENTS - continued
for the year ended 31 March 2022

5. INCOME FROM CHARITABLE ACTIVITIES - continued

	2022	2021
	£	£
Brought forward	549,353	602,532
Garfield Weston Charitable Trust	-	10,000
Baron Davenports	-	700
Coventry & Warwickshire Partnership Trust	141,790	-
	<u>691,143</u>	<u>613,232</u>

6. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 7) £	Totals £
Charitable activities	<u>473,295</u>	<u>141,810</u>	<u>615,105</u>

7. SUPPORT COSTS

	Other £	Governance costs £	Totals £
Charitable activities	<u>139,965</u>	<u>1,845</u>	<u>141,810</u>

8. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2022	2021
	£	£
Depreciation - owned assets	<u>1,030</u>	<u>1,374</u>

9. TRUSTEES' REMUNERATION AND BENEFITS

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

Trustees' expenses

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

10. STAFF COSTS

	2022	2021
	£	£
Wages and salaries	385,981	327,297
Social security costs	25,564	21,479
Other pension costs	26,275	22,942
	<u>437,820</u>	<u>371,718</u>

VOLUNTARY ACTION COVENTRY

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the year ended 31 March 2022**

10. STAFF COSTS - continued

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

	2022	2021
Provision	14	12
Support	4	3
Governance	1	1
	<u>19</u>	<u>16</u>

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

11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	500	-	500
Charitable activities			
Charitable activities	66,888	546,344	613,232
Investment income	2,614	-	2,614
Other income	2,939	-	2,939
Total	<u>72,941</u>	<u>546,344</u>	<u>619,285</u>
EXPENDITURE ON			
Charitable activities			
Charitable activities	40,501	493,173	533,674
NET INCOME	32,440	53,171	85,611
Transfers between funds	<u>(5,636)</u>	<u>5,636</u>	<u>-</u>
Net movement in funds	26,804	58,807	85,611
RECONCILIATION OF FUNDS			
Total funds brought forward	91,429	17,479	108,908
TOTAL FUNDS CARRIED FORWARD	<u>118,233</u>	<u>76,286</u>	<u>194,519</u>

VOLUNTARY ACTION COVENTRY

NOTES TO THE FINANCIAL STATEMENTS - continued
for the year ended 31 March 2022

12. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1 April 2021 and 31 March 2022	14,380	26,141	40,521
DEPRECIATION			
At 1 April 2021	14,380	25,111	39,491
Charge for year	-	1,030	1,030
At 31 March 2022	14,380	26,141	40,521
NET BOOK VALUE			
At 31 March 2022	-	-	-
At 31 March 2021	-	1,030	1,030

13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022 £	2021 £
Trade debtors	18,363	41,229
Other debtors	769	24,934
Prepayments	16,456	16,179
	<u>35,588</u>	<u>82,342</u>

14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022 £	2021 £
Bank loans and overdrafts (see note 15)	2,823	2,846
Trade creditors	32,284	7,412
Other creditors	16,086	10,290
Accruals and deferred income	90,894	97,376
Accrued expenses	267	16,924
	<u>142,354</u>	<u>134,848</u>

The following income has been received during the year relating to activities taking place in subsequent years:

	£	£
At 1st April 2021	97,376	124,803
Released during the year	(692,309)	(575,359)
Deferred during the year	685,826	547,932
At 31st March 2022	<u>90,893</u>	<u>97,376</u>

VOLUNTARY ACTION COVENTRY

NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 31 March 2022

15. LOANS

An analysis of the maturity of loans is given below:

	2022 £	2021 £
Amounts falling due within one year on demand:		
Bank overdrafts	<u>2,823</u>	<u>2,846</u>

16. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

	2022 £	2021 £
Within one year	55,200	57,403
Between one and five years	<u>18,400</u>	<u>76,170</u>
	<u>73,600</u>	<u>133,573</u>

17. MOVEMENT IN FUNDS

	At 1.4.21 £	Net movement in funds £	Transfers between funds £	At 31.3.22 £
Unrestricted funds				
General fund	73,057	58,907	(8,837)	123,127
Personnel	40,174	-	7,024	47,198
Equipment	<u>5,000</u>	<u>-</u>	<u>-</u>	<u>5,000</u>
	118,231	58,907	(1,813)	175,325
Restricted funds				
Healthwatch	28,670	25,059	-	53,729
Building Better Opportunities - Progress	-	(1)	-	(1)
Building Better Opportunities - Accelerate	(398)	398	-	-
William A Cadbury	-	9,339	-	9,339
Henry Smith	15,673	(15,673)	-	-
Asylum, Migration and Integration Fund	-	(1,812)	1,813	1
Community Fund - Chat Central	6,878	8,636	-	15,514
Coventry 4 Good	765	-	-	765
CC4Y	24,700	(24,700)	-	-
VSCE Mental Health Alliance	-	28,030	-	28,030
Community Mental Health Transformation	<u>-</u>	<u>12,692</u>	<u>-</u>	<u>12,692</u>
	76,288	41,968	1,813	120,069
TOTAL FUNDS	<u>194,519</u>	<u>100,875</u>	<u>-</u>	<u>295,394</u>

VOLUNTARY ACTION COVENTRY

NOTES TO THE FINANCIAL STATEMENTS - continued
for the year ended 31 March 2022

17. 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	76,101	(17,194)	58,907
Restricted funds			
Healthwatch	261,000	(235,941)	25,059
Building Better Opportunities - Progress	20,896	(20,897)	(1)
Building Better Opportunities - Accelerate	33,284	(32,886)	398
William A Cadbury	15,000	(5,661)	9,339
Henry Smith	23,333	(39,006)	(15,673)
Asylum, Migration and Integration Fund	85,445	(87,257)	(1,812)
Community Fund - Chat Central	51,217	(42,581)	8,636
Heart of England	7,914	(7,914)	-
CC4Y	-	(24,700)	(24,700)
VSCE Mental Health Alliance	99,880	(71,850)	28,030
Community Mental Health Transformation	41,910	(29,218)	12,692
	<u>639,879</u>	<u>(597,911)</u>	<u>41,968</u>
TOTAL FUNDS	<u><u>715,980</u></u>	<u><u>(615,105)</u></u>	<u><u>100,875</u></u>

VOLUNTARY ACTION COVENTRY

NOTES TO THE FINANCIAL STATEMENTS - continued
for the year ended 31 March 2022

17. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.20 £	Net movement in funds £	Transfers between funds £	At 31.3.21 £
Unrestricted funds				
General fund	26,345	32,438	14,274	73,057
Personnel	45,084	-	(4,910)	40,174
Equipment	5,000	-	-	5,000
Property	15,000	-	(15,000)	-
	<u>91,429</u>	<u>32,438</u>	<u>(5,636)</u>	<u>118,231</u>
Restricted funds				
Healthwatch	8,694	19,977	-	28,671
Building Better Opportunities - Progress	(85)	85	-	-
Building Better Opportunities - Accelerate	(798)	400	-	(398)
Henry Smith	7,251	8,422	-	15,673
Asylum, Migration and Integration Fund	-	(5,637)	5,636	(1)
Community Fund - Chat Central	1,652	5,226	-	6,878
Coventry 4 Good	765	-	-	765
CC4Y	-	24,700	-	24,700
	<u>17,479</u>	<u>53,173</u>	<u>5,636</u>	<u>76,288</u>
TOTAL FUNDS	<u>108,908</u>	<u>85,611</u>	<u>-</u>	<u>194,519</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	72,940	(40,502)	32,438
Restricted funds			
Healthwatch	254,042	(234,065)	19,977
Building Better Opportunities - Progress	23,106	(23,021)	85
Building Better Opportunities - Accelerate	37,063	(36,663)	400
Henry Smith	55,586	(47,164)	8,422
Asylum, Migration and Integration Fund	66,628	(72,265)	(5,637)
Community Fund - Chat Central	46,151	(40,925)	5,226
Heart of England	20,886	(20,886)	-
CC4Y	42,883	(18,183)	24,700
	<u>546,345</u>	<u>(493,172)</u>	<u>53,173</u>
TOTAL FUNDS	<u>619,285</u>	<u>(533,674)</u>	<u>85,611</u>

VOLUNTARY ACTION COVENTRY

NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 31 March 2022

17. MOVEMENT IN FUNDS - continued

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	26,345	91,345	5,437	123,127
Personnel	45,084	-	2,114	47,198
Equipment	5,000	-	-	5,000
Property	15,000	-	(15,000)	-
	<u>91,429</u>	<u>91,345</u>	<u>(7,449)</u>	<u>175,325</u>
Restricted funds				
Healthwatch	8,694	45,036	-	53,730
Building Better Opportunities - Progress	(85)	84	-	(1)
Building Better Opportunities - Accelerate	(798)	798	-	-
William A Cadbury	-	9,339	-	9,339
Henry Smith	7,251	(7,251)	-	-
Asylum, Migration and Integration Fund	-	(7,449)	7,449	-
Community Fund - Chat Central	1,652	13,862	-	15,514
Coventry 4 Good	765	-	-	765
VSCE Mental Health Alliance	-	28,030	-	28,030
Community Mental Health Transformation	-	12,692	-	12,692
	<u>17,479</u>	<u>95,141</u>	<u>7,449</u>	<u>120,069</u>
TOTAL FUNDS	<u>108,908</u>	<u>186,486</u>	<u>-</u>	<u>295,394</u>

VOLUNTARY ACTION COVENTRY

NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 31 March 2022

17. 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	149,041	(57,696)	91,345
Restricted funds			
Healthwatch	515,042	(470,006)	45,036
Building Better Opportunities - Progress	44,002	(43,918)	84
Building Better Opportunities - Accelerate	70,347	(69,549)	798
William A Cadbury	15,000	(5,661)	9,339
Henry Smith	78,919	(86,170)	(7,251)
Asylum, Migration and Integration Fund	152,073	(159,522)	(7,449)
Community Fund - Chat Central	97,368	(83,506)	13,862
Heart of England	28,800	(28,800)	-
CC4Y	42,883	(42,883)	-
VSCE Mental Health Alliance	99,880	(71,850)	28,030
Community Mental Health Transformation	41,910	(29,218)	12,692
	<u>1,186,224</u>	<u>(1,091,083)</u>	<u>95,141</u>
TOTAL FUNDS	<u>1,335,265</u>	<u>(1,148,779)</u>	<u>186,486</u>

Personnel - to fund redundancy situations.

Equipment - to fund unscheduled replacement of major capital items.

Commitments - potential amounts due in settlement of equipment and property leases.

Property - potential dilapidation and restoration costs due on vacating property.

Healthwatch - delivery of Healthwatch Voice function and contract management of the Healthwatch Coventry contract funded by Coventry City Council.

Building Better Opportunities - Progress - in partnership with other local organisations and lead by Groundwork UK delivery of Building Better Opportunities Progress project. Funded by European Social Fund and National Lottery Communities Fund.

Building Better Opportunities - Accelerate - in partnership with other local organisations and lead by Coventry & Warwickshire Co-operative Development Agency delivery of Building Better Opportunities Accelerate project. Funded by European Social Fund and National Lottery Communities Fund.

The 29th May 1961 - a charitable trust funding group support.

William A Cadbury - a charitable trust funding group support.

Henry Smith - delivery of Improving Lives programme funded by Henry Smith Charity.

VOLUNTARY ACTION COVENTRY

NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 31 March 2022

17. MOVEMENT IN FUNDS - continued

Asylum, Migration and Integration Fund - working in partnership with Coventry Refugee and Migrant Centre and Foleshill Women's Training delivering Your Future - Your Integration, helping refugees integrate through community activity. Funded by UK Responsible Authority through the Asylum, Migration and Integration Fund.

Community Fund - Chat Central - delivering a range of interventions to tackle loneliness and isolation in Coventry funded by the National Lottery.

Heart of England - project related to changing the organisational activities to deliver services in a different way

Coventry 4 Good - a VAC initiative to raise funds for local groups within Coventry.

18. EMPLOYEE BENEFIT OBLIGATIONS

The Charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the Charity in an independently administered fund. The pension cost represents contributions payable by the Charity to the fund and amounted to £26,275 (2021: £22,943).

At 31st March 2022 contributions amounting to £2,663 (2021: £2,912) were payable to the fund and included in creditors.

19. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2022.