

Craigavon & Banbridge Volunteer Bureau

Northern Ireland · Charity number 101712

Details

Known as	Craigavon & Banbridge Volunteer Centre
Status	Received
Registered	2015-04-24
Register	View on the Charity Commission for Northern Ireland register

Contact

Address
Volunteer Bureau
2 Legahory Centre
Legahory
Craigavon
County Armagh
BT65 5be
BT65 5BE

Phone 028 38342741

Email info@youcanhelp2.org

Activities

Purposes: The company's objects are to promote the benefit of the inhabitants of the area of Craigavon & Banbridge and its environs, without distinction of age, sex, race, political, religious or other opinion, by associating with the statutory authorities, voluntary organisations and inhabitants in a common effort to advance education and to provide facilities in the interests of social welfare and other charitable purposes of benefit to the community, and to provide support, training and advice which enhances the effectiveness of organisations involving volunteers to promote charitable activities in the area of benefit.

What the charity does: The advancement of citizenship or community development, The relief of those in need by reason of youth, age, ill-health, disability, financial hardship or other disadvantage, Other charitable purposes

How the charity works: Community development, Disability, Grant making, Volunteer development

Who the charity helps: Carers, Ethnic minorities, Learning disabilities, Mental health, Older people, Physical disabilities, Sensory disabilities, Specific areas of deprivation, Unemployed/low income, Voluntary and community sector, Volunteers

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£117,371	£114,615	£0	3

Trustees

Name	Role	Appointed
Brendan Mcpartlin		
Mrs Claire Patience		
Mrs Clare Mccann		
Mrs Janis Audrey Geary		
Mrs Linda Lyness		

Craigavon & Banbridge Volunteer Bureau

Northern Ireland - Charity number 101712

Accounts

COMPANY REGISTRATION NUMBER: NI031409

CHARITY REGISTRATION NUMBER: NIC101712

CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

Unaudited Financial Statements

Year ended

31 March 2025

K JENNINGS & CO

Chartered accountants

30A Kilmorey Street

Newry

Co Down

BT34 2DE

CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

Financial Statements

Year ended 31 March 2025

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CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report)

Year ended 31 March 2025

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2025.

Reference and administrative details

Registered charity name	CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE
Charity registration number	NIC101712
Company registration number	NI031409
Principal office and registered office	OFFICE 2 LEGAHORY CENTRE BROWNLOW CRAIGAVON BT65 5BE

The trustees

Ms JANIS GEARY
Ms LINDA LYNESS
Mr BRENDAN MACPARTLIN
Ms CLAIRE MARY PATIENCE
Ms CLARE McCANN

Company secretary D STEWART

Accountant K Jennings & Co
Chartered accountants
30A Kilmorey Street
Newry
Co Down
BT34 2DE

Structure, governance and management

The organisation is run by board of trustees

Objectives and activities

The purpose of the charity is to recruit train and place volunteers in the voluntary sector.

Achievements and performance

The Board believe that they are achieving their objectives even though they are operating in this difficult time for funding.

CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2025

Financial review

The Board acknowledge that these are difficult times for all organisations and are thankful to all those funding agencies who have supported them. The organisation operates on a very tight budget which allows them to still provide the services required in this sector.

Plans for future periods

The charity plans continuing the activities provided in the forthcoming years subject to satisfactory funding arrangements.

Small company provisions

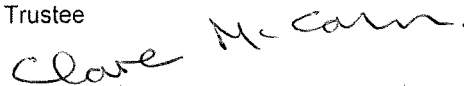
This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The trustees' annual report was approved on 9 September 2025 and signed on behalf of the board of trustees by:

Ms JANIS GEARY
Trustee



Ms CLARE McCANN
Trustee



CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

Statement of Financial Activities (including income and expenditure account)

Year ended 31 March 2025

		Unrestricted funds	2025 Restricted funds	Total funds	2024 Total funds
	Note	£	£	£	£
Income and endowments					
Donations and legacies	5	15,918	99,087	115,005	148,025
Investment income	6	304	–	304	257
Other income	7	2,062	–	2,062	3,767
Total income		<u>18,284</u>	<u>99,087</u>	<u>117,371</u>	<u>152,049</u>
Expenditure					
Expenditure on charitable activities	8,9	12,457	102,157	114,615	121,023
Total expenditure		<u>12,457</u>	<u>102,157</u>	<u>114,615</u>	<u>121,023</u>
Net income and net movement in funds		<u>5,827</u>	<u>(3,070)</u>	<u>2,756</u>	<u>31,026</u>
Reconciliation of funds					
Total funds brought forward		80,595	23,398	103,993	72,967
Total funds carried forward		<u>86,422</u>	<u>20,328</u>	<u>106,750</u>	<u>103,993</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The notes on pages 5 to 11 form part of these financial statements.

CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

Statement of Financial Position

31 March 2025

	Note	2025 £	£	2024 £
Current assets				
Debtors	13	4,407		5,865
Cash at bank and in hand		<u>102,342</u>		<u>101,665</u>
		<u>106,749</u>		<u>107,530</u>
Creditors: amounts falling due within one year	14	<u>—</u>		<u>3,537</u>
Net current assets			<u>106,749</u>	<u>103,993</u>
Total assets less current liabilities			<u>106,749</u>	<u>103,993</u>
Net assets			<u>106,749</u>	<u>103,993</u>
Funds of the charity				
Restricted funds			<u>20,328</u>	<u>23,398</u>
Unrestricted funds			<u>86,422</u>	<u>80,595</u>
Total charity funds	16		<u>106,750</u>	<u>103,993</u>

For the year ending 31 March 2025 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

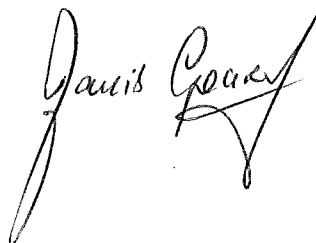
Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

These financial statements were approved by the board of trustees and authorised for issue on 9 September 2025, and are signed on behalf of the board by:

Ms JANIS GEARY
Trustee



Ms CLARE McCANN
Trustee



The notes on pages 5 to 11 form part of these financial statements.

CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

Notes to the Financial Statements

Year ended 31 March 2025

1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in N IRELAND and a registered charity in Northern Ireland. The address of the registered office is OFFICE 2, LEGAHORY CENTRE, BROWNLOW, CRAIGAVON, BT65 5BE.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Companies Act 2006.

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Going concern

There are no material uncertainties about the charity's ability to continue.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2025

3. Accounting policies *(continued)*

Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

Tangible assets

All fixed assets are initially recorded at cost.

CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2025

3. Accounting policies *(continued)*

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Fixtures & Fittings - 25% straight line

Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the charity are assigned to those units.

Financial instruments

A financial asset or a financial liability is recognised only when the charity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

Where investments in shares are publicly traded or their fair value can otherwise be measured reliably, the investment is subsequently measured at fair value with changes in fair value recognised in income and expenditure. All other such investments are subsequently measured at cost less impairment.

Other financial instruments, including derivatives, are initially recognised at fair value, unless payment for an asset is deferred beyond normal business terms or financed at a rate of interest that is not a market rate, in which case the asset is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Other financial instruments are subsequently measured at fair value, with any changes recognised in the statement of financial activities, with the exception of hedging instruments in a designated hedging relationship.

CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2025

3. Accounting policies *(continued)*

Financial instruments *(continued)*

Financial assets that are measured at cost or amortised cost are reviewed for objective evidence of impairment at the end of each reporting date. If there is objective evidence of impairment, an impairment loss is recognised under the appropriate heading in the statement of financial activities in which the initial gain was recognised.

For all equity instruments regardless of significance, and other financial assets that are individually significant, these are assessed individually for impairment. Other financial assets are either assessed individually or grouped on the basis of similar credit risk characteristics.

Any reversals of impairment are recognised immediately, to the extent that the reversal does not result in a carrying amount of the financial asset that exceeds what the carrying amount would have been had the impairment not previously been recognised.

Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

4. Limited by guarantee

The Liability of Members is limited to an amount not exceeding one pound sterling.

5. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2025 £
Grants			
DFC/DSD	–	41,013	41,013
ABC/PCSP	–	9,907	9,907
SHSCT	15,918	–	15,918
National Lottery Community Fund	–	48,167	48,167
	<u>15,918</u>	<u>99,087</u>	<u>115,005</u>

CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2025

5. Donations and legacies *(continued)*

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
Grants			
DFC/DSD	–	43,063	43,063
ABC/PCSP	6,667	11,710	18,377
SHSCT	23,092	–	23,092
National Lottery Community Fund	–	63,493	63,493
	<u>29,759</u>	<u>118,266</u>	<u>148,025</u>

6. Investment income

	Unrestricted Funds £	Total Funds 2025 £	Unrestricted Funds £	Total Funds 2024 £
Bank interest received	<u>304</u>	<u>304</u>	<u>257</u>	<u>257</u>

7. Other income

	Unrestricted Funds £	Total Funds 2025 £	Unrestricted Funds £	Total Funds 2024 £
Miscellaneous Income	<u>2,062</u>	<u>2,062</u>	<u>3,767</u>	<u>3,767</u>

8. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Restricted Funds £	Total Funds 2025 £
Activity type 1	<u>12,457</u>	<u>102,157</u>	<u>114,615</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
Activity type 1	<u>14,617</u>	<u>106,406</u>	<u>121,023</u>

9. Expenditure on charitable activities by activity type

	Activities undertaken directly £	Total funds 2025 £	Total fund 2024 £
Activity type 1	<u>114,615</u>	<u>114,615</u>	<u>121,023</u>

CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2025

10. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2025	2024
	£	£
Wages and salaries	76,205	78,358
Employer contributions to pension plans	<u>6,825</u>	<u>6,756</u>
	<u>83,030</u>	<u>85,114</u>

The average head count of employees during the year was Nil (2024: Nil). The average number of full-time equivalent employees during the year is analysed as follows:

	2025	2024
	No.	No.
Number of staff	<u>3</u>	<u>3</u>

No employee received employee benefits of more than £60,000 during the year (2024: Nil).

11. Trustee remuneration and expenses

No Remuneration or Other benefits from employment with the charity were received by the trustees.

12. Tangible fixed assets

	Fixtures and fittings	Total
	£	£
Cost		
At 1 April 2024 and 31 March 2025	<u>56,772</u>	<u>56,772</u>
Depreciation		
At 1 April 2024 and 31 March 2025	<u>56,772</u>	<u>56,772</u>
Carrying amount		
At 31 March 2025	<u>—</u>	<u>—</u>
At 31 March 2024	<u>—</u>	<u>—</u>

13. Debtors

	2025	2024
	£	£
Other debtors	<u>4,407</u>	<u>5,865</u>

14. Creditors: amounts falling due within one year

	2025	2024
	£	£
Accruals and deferred income	<u>—</u>	<u>3,537</u>

CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

Detailed Statement of Financial Activities

Year ended 31 March 2025

	2025 £	2024 £
Income and endowments		
Donations and legacies		
DFC/DSD	41,013	43,063
ABC/PCSP	9,907	18,377
SHSCT	15,918	23,092
National Lottery Community Fund	48,167	63,493
	<u>115,005</u>	<u>148,025</u>
Investment income		
Bank interest received	304	257
Other income		
Miscellaneous Income	2,062	3,767
	<u>117,371</u>	<u>152,049</u>
Expenditure		
Expenditure on charitable activities		
Wages and salaries	76,205	78,358
Pension costs	6,825	6,756
Rent	11,255	10,573
Rates and water	264	264
Light and heat	4,022	3,127
Repairs and maintenance	321	352
Insurance	1,325	1,220
Other establishment	2,320	7,383
Other motor/travel costs	—	176
Legal and professional fees	2,520	1,544
Telephone	3,826	2,716
Other office costs	329	93
Volunteer Meals and Travel	5,403	3,953
Small Grants	—	1,578
Additional Funding	—	2,930
	<u>114,615</u>	<u>121,023</u>
Total expenditure	<u>114,615</u>	<u>121,023</u>
Net income	<u>2,756</u>	<u>31,026</u>

CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

Notes to the Detailed Statement of Financial Activities

Year ended 31 March 2025

	2025	2024
	£	£
Expenditure on charitable activities		
Activity type 1		
<i>Activities undertaken directly</i>		
Wages/salaries	76,205	78,358
Pension costs	6,825	6,756
Rent	11,255	10,573
Rates & water	264	264
Light & heat	4,022	3,127
Repairs & maintenance	321	352
Insurance	1,325	1,220
Other Office Costs	2,320	7,383
Travel and Subsistence	—	176
Accountancy fees	2,520	1,544
Telephone	3,826	2,716
Printing, Stationery and Postage	329	93
Volunteer Meals and Travel	5,403	3,953
Small Grants	—	1,578
Additional Funding	—	2,930
	<u>114,615</u>	<u>121,023</u>
Expenditure on charitable activities	<u>114,615</u>	<u>121,023</u>

Craigavon & Banbridge Volunteer Bureau

Northern Ireland - Charity number 101712

Accounts

COMPANY REGISTRATION NUMBER: NI031409

CHARITY REGISTRATION NUMBER: NIC101712

CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

Unaudited Financial Statements

Year ended

31 March 2024

K JENNINGS & CO

Chartered accountants

40 GREENAN ROAD

NEWRY

CO DOWN

BT34 2PZ

CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

Financial Statements

Year ended 31 March 2024

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CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report)

Year ended 31 March 2024

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2024.

Reference and administrative details

Registered charity name	CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE
Charity registration number	NIC101712
Company registration number	NI031409
Principal office and registered office	OFFICE 2 LEGAHORY CENTRE BROWNLOW CRAIGAVON BT65 5BE

The trustees

Mr J MCGUINNESS	(Retired 14 April 2023)
Ms JANIS GEARY	
Ms LINDA LYNESS	
Mr BRENDAN MACPARTLIN	(Appointed 26 April 2023)
Ms CLAIRE MARY PATIENCE	
Ms CLARE McCANN	

Company secretary D STEWART

Accountant K JENNINGS & CO
Chartered accountants
40 GREENAN ROAD
NEWRY
CO DOWN
BT34 2PZ

Structure, governance and management

The organisation is run by board of trustees

Objectives and activities

The purpose of the charity is to recruit train and place volunteers in the voluntary sector.

Achievements and performance

The Board believe that they are achieving their objectives even though they are operating in this difficult time for funding.

CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2024

Financial review

The Board acknowledge that these are difficult times for all organisations and are thankful to all those funding agencies who have supported them. The organisation operates on a very tight budget which allows them to still provide the services required in this sector.

Plans for future periods

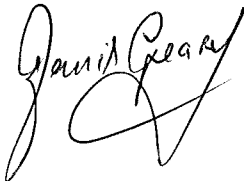
The charity plans continuing the activities provided in the forthcoming years subject to satisfactory funding arrangements.

Small company provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The trustees' annual report was approved on 26 November 2024 and signed on behalf of the board of trustees by:

Ms JANIS GEARY
Trustee



Ms CLARE McCANN
Trustee



CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

Statement of Financial Activities (including income and expenditure account)

Year ended 31 March 2024

		2024	2024		2023
	Note	Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
Income and endowments					
Donations and legacies	5	29,759	118,266	148,025	138,928
Investment income	6	257	–	257	364
Other income	7	3,767	–	3,767	3,771
Total income		<u>33,783</u>	<u>118,266</u>	<u>152,049</u>	<u>143,063</u>
Expenditure					
Expenditure on charitable activities	8,9	14,617	106,406	121,023	118,102
Total expenditure		<u>14,617</u>	<u>106,406</u>	<u>121,023</u>	<u>118,102</u>
Net income		<u>19,166</u>	<u>11,860</u>	<u>31,026</u>	<u>24,961</u>
Transfers between funds		3,300	(3,300)	–	–
Net movement in funds		<u>22,466</u>	<u>8,560</u>	<u>31,026</u>	<u>24,961</u>
Reconciliation of funds					
Total funds brought forward		<u>58,129</u>	<u>14,838</u>	<u>72,967</u>	<u>48,006</u>
Total funds carried forward		<u>80,595</u>	<u>23,398</u>	<u>103,993</u>	<u>72,967</u>

The statement of financial activities includes all gains and losses recognised in the year.
All income and expenditure derive from continuing activities.

The notes on pages 5 to 11 form part of these financial statements.

CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

Statement of Financial Position

31 March 2024

	Note	2024 £	£	2023 £
Current assets				
Debtors	13	5,865		–
Cash at bank and in hand		101,665		74,945
		<u>107,530</u>		<u>74,945</u>
Creditors: amounts falling due within one year	14	<u>3,537</u>		<u>1,978</u>
Net current assets			103,993	72,967
Total assets less current liabilities			103,993	72,967
Net assets			103,993	72,967
Funds of the charity				
Restricted funds			23,398	14,839
Unrestricted funds			80,595	58,128
Total charity funds	16		103,993	72,967

For the year ending 31 March 2024 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

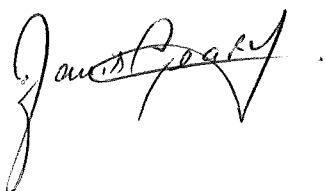
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- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

These financial statements were approved by the board of trustees and authorised for issue on 26 November 2024, and are signed on behalf of the board by:

Ms JANIS GEARY
Trustee



Ms CLARE McCANN
Trustee



The notes on pages 5 to 11 form part of these financial statements.

CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

Notes to the Financial Statements

Year ended 31 March 2024

1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in N IRELAND and a registered charity in Northern Ireland. The address of the registered office is OFFICE 2, LEGAHORY CENTRE, BROWNLOW, CRAIGAVON, BT65 5BE.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Companies Act 2006.

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Going concern

There are no material uncertainties about the charity's ability to continue.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2024

3. Accounting policies *(continued)*

Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

Tangible assets

All fixed assets are initially recorded at cost.

CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2024

3. Accounting policies *(continued)*

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Fixtures & Fittings - 25% straight line

Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the charity are assigned to those units.

Financial instruments

A financial asset or a financial liability is recognised only when the charity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

Where investments in shares are publicly traded or their fair value can otherwise be measured reliably, the investment is subsequently measured at fair value with changes in fair value recognised in income and expenditure. All other such investments are subsequently measured at cost less impairment.

Other financial instruments, including derivatives, are initially recognised at fair value, unless payment for an asset is deferred beyond normal business terms or financed at a rate of interest that is not a market rate, in which case the asset is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Other financial instruments are subsequently measured at fair value, with any changes recognised in the statement of financial activities, with the exception of hedging instruments in a designated hedging relationship.

CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2024

3. Accounting policies *(continued)*

Financial instruments *(continued)*

Financial assets that are measured at cost or amortised cost are reviewed for objective evidence of impairment at the end of each reporting date. If there is objective evidence of impairment, an impairment loss is recognised under the appropriate heading in the statement of financial activities in which the initial gain was recognised.

For all equity instruments regardless of significance, and other financial assets that are individually significant, these are assessed individually for impairment. Other financial assets are either assessed individually or grouped on the basis of similar credit risk characteristics.

Any reversals of impairment are recognised immediately, to the extent that the reversal does not result in a carrying amount of the financial asset that exceeds what the carrying amount would have been had the impairment not previously been recognised.

Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

4. Limited by guarantee

The Liability of Members is limited to an amount not exceeding one pound sterling.

5. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
Grants			
DFC/DSD	–	43,063	43,063
ABC/PCSP	6,667	11,710	18,377
SHSCT	23,092	–	23,092
National Lottery Community Fund Halifax	–	63,493	63,493
	<u>29,759</u>	<u>118,266</u>	<u>148,025</u>

CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2024

5. Donations and legacies *(continued)*

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Grants			
DFC/DSD	37,911	11,100	49,011
ABC/PCSP	–	23,857	23,857
SHSCT	–	24,800	24,800
National Lottery Community Fund	–	36,760	36,760
Halifax	–	4,500	4,500
	<u>37,911</u>	<u>101,017</u>	<u>138,928</u>

6. Investment income

	Unrestricted Funds £	Total Funds 2024 £	Unrestricted Funds £	Total Funds 2023 £
Bank interest received	<u>257</u>	<u>257</u>	<u>364</u>	<u>364</u>

7. Other income

	Unrestricted Funds £	Total Funds 2024 £	Unrestricted Funds £	Total Funds 2023 £
Miscellaneous Income	<u>3,767</u>	<u>3,767</u>	<u>3,771</u>	<u>3,771</u>

8. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
Activity type 1	<u>14,617</u>	<u>106,406</u>	<u>121,023</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Activity type 1	<u>7,624</u>	<u>110,478</u>	<u>118,102</u>

9. Expenditure on charitable activities by activity type

	Activities undertaken directly £	Total funds 2024 £	Total fund 2023 £
Activity type 1	<u>121,023</u>	<u>121,023</u>	<u>118,102</u>

CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2024

10. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2024	2023
	£	£
Wages and salaries	78,358	79,959
Employer contributions to pension plans	6,756	5,853
	<u>85,114</u>	<u>85,812</u>

The average head count of employees during the year was Nil (2023: Nil). The average number of full-time equivalent employees during the year is analysed as follows:

	2024	2023
	No.	No.
Number of staff	<u>3</u>	<u>3</u>

No employee received employee benefits of more than £60,000 during the year (2023: Nil).

11. Trustee remuneration and expenses

No Remuneration or Other benefits from employment with the charity were received by the trustees.

12. Tangible fixed assets

	Fixtures and fittings £	Total £
Cost		
At 1 April 2023 and 31 March 2024	<u>56,772</u>	<u>56,772</u>
Depreciation		
At 1 April 2023 and 31 March 2024	<u>56,772</u>	<u>56,772</u>
Carrying amount		
At 31 March 2024	<u>—</u>	<u>—</u>
At 31 March 2023	<u>—</u>	<u>—</u>

13. Debtors

	2024	2023
	£	£
Other debtors	<u>5,865</u>	<u>—</u>

14. Creditors: amounts falling due within one year

	2024	2023
	£	£
Accruals and deferred income	<u>3,537</u>	<u>1,978</u>

CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2024

15. Pensions and other post retirement benefits

Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £6,756 (2023: £5,853).

16. Analysis of charitable funds

Unrestricted funds

	At 1 April 2023	Income	Expenditure	Transfers	At 31 March 2024
	£	£	£	£	£
General funds	58,129	33,783	(14,617)	3,300	<u>80,595</u>

	At 1 April 2022	Income	Expenditure	Transfers	At 31 March 2023
	£	£	£	£	£
General funds	23,706	42,046	(7,624)	–	<u>58,128</u>

Restricted funds

	At 1 April 2023	Income	Expenditure	Transfers	At 31 March 2024
	£	£	£	£	£
Restricted Fund 1 - desc in a/cs	–	118,266	(106,406)	–	11,860
Restricted Fund -Other Funds	14,838	–	–	(3,300)	11,538
	<u>14,838</u>	<u>118,266</u>	<u>(106,406)</u>	<u>(3,300)</u>	<u>23,398</u>

	At 1 April 2022	Income	Expenditure	Transfers	At 31 March 2023
	£	£	£	£	£
Restricted Fund 1 - desc in a/cs	–	101,017	(110,478)	–	(9,461)
Restricted Fund -Other Funds	24,300	–	–	–	24,300
	<u>24,300</u>	<u>101,017</u>	<u>(110,478)</u>	<u>–</u>	<u>14,839</u>

**CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE
COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF
CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE**

YEAR ENDED 31 MARCH 2024

I report on the accounts of the company for the year ended 31 March 2024 which are set out on pages 3 to 11.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The trustees (who are also the directors of Craigavon & Banbridge Volunteer Centre for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year and that an independent examination is needed.

Having satisfied myself that the company is not subject to audit under company law and is eligible for independent examination, it is my responsibility to state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S STATEMENT

My examination includes a review of the accounting records kept by the company and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

INDEPENDENT EXAMINER'S STATEMENT

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

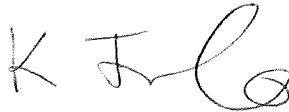
(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE
COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF
CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE (*continued*)**

YEAR ENDED 31 MARCH 2024

K JENNINGS & CO
CHARTERED ACCOUNTANTS
Independent examiner



40 GREENAN ROAD
NEWRY
CO DOWN
BT34 2PZ

26 November 2024

K JENNINGS & CO
CHARTERED ACCOUNTANT
40 Greenan Road
Newry
Co Down
BT34 2PZ

CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

Management Information

Year ended 31 March 2024

The following pages do not form part of the financial statements.

CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

Notes to the Detailed Statement of Financial Activities

Year ended 31 March 2024

	2024	2023
	£	£
Expenditure on charitable activities		
Activity type 1		
<i>Activities undertaken directly</i>		
Wages/salaries	78,358	79,959
Pension costs	6,756	5,853
Rent	10,573	9,949
Rates & water	264	232
Light & heat	3,127	2,093
Repairs & maintenance	352	1,714
Insurance	1,220	1,052
Other Office Costs	7,383	4,199
Travel and Subsistence	176	328
Accountancy fees	1,544	1,400
Telephone	2,716	3,534
Printing, Stationery and Postage	93	476
Volunteer Meals and Travel	3,953	2,098
Small Grants	1,578	733
Additional Funding	2,930	4,482
	<u>121,023</u>	<u>118,102</u>
Expenditure on charitable activities	<u>121,023</u>	<u>118,102</u>

**CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE
COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF
CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE**

YEAR ENDED 31 MARCH 2024

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have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE
COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF
CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE (*continued*)**

YEAR ENDED 31 MARCH 2024

K JENNINGS & CO
CHARTERED ACCOUNTANTS
Independent examiner

40 GREENAN ROAD
NEWRY
CO DOWN
BT34 2PZ

26 November 2024

CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

Detailed Statement of Financial Activities

Year ended 31 March 2024

	2024 £	2023 £
Income and endowments		
Donations and legacies		
DFC/DSD	43,063	49,011
ABC/PCSP	18,377	23,857
SHSCT	23,092	24,800
National Lottery Community Fund	63,493	36,760
Halifax	—	4,500
	<u>148,025</u>	<u>138,928</u>
Investment income		
Bank interest received	<u>257</u>	<u>364</u>
Other income		
Miscellaneous Income	<u>3,767</u>	<u>3,771</u>
Total income	<u>152,049</u>	<u>143,063</u>
Expenditure		
Expenditure on charitable activities		
Wages and salaries	78,358	79,959
Pension costs	6,756	5,853
Rent	10,573	9,949
Rates and water	264	232
Light and heat	3,127	2,093
Repairs and maintenance	352	1,714
Insurance	1,220	1,052
Other establishment	7,383	4,199
Other motor/travel costs	176	328
Legal and professional fees	1,544	1,400
Telephone	2,716	3,534
Other office costs	93	476
Volunteer Meals and Travel	3,953	2,098
Small Grants	1,578	733
Additional Funding	2,930	4,482
	<u>121,023</u>	<u>118,102</u>
Total expenditure	<u>121,023</u>	<u>118,102</u>
Net income	<u>31,026</u>	<u>24,961</u>

Craigavon & Banbridge Volunteer Bureau

Northern Ireland - Charity number 101712

Annual report

Trustee Report 2024-2025

OBJECTIVES AND ACTIVITIES

Charitable Objectives

The objectives of Craigavon & Banbridge Volunteer Bureau as set out in our Articles are to advance community development by promoting and providing volunteering opportunities and activities for the benefit of individuals and communities throughout the Craigavon and Banbridge area and by supporting and developing the work of community and voluntary groups and organisations in charitable activities which seeks to improve the quality of life of the inhabitants of Craigavon and Banbridge.

Craigavon & Banbridge Volunteer Bureau aims to advance education and training for the public's benefit by delivering training and mentoring to volunteers, staff and directors/management and committee members of volunteering -involved organisations in the area of benefit.

Craigavon & Banbridge aims to promote personal development with a view to enabling the community to enhance their social and personal skills and participate in valued roles in the community.

Public Benefit Statement

In setting our objectives and planning our activities for the year, the trustees have given careful consideration to the Charity Commission for Northern Ireland's guidance on public benefit to ensure activities have helped to achieve the charity's purpose and provide a benefit to the beneficiaries.

Summary of Main Activities

The Volunteer Centre has developed and evolved over the years to make sure we provide the right service provision specific to the individual or the group. For those who wish to volunteer, we offer a one to one person centred approach which enable us to assess each individual's needs. We advise the individual in choosing the most suitable placement for both volunteer and organisation.

In closely liaising with placement organisations, volunteer roles are identified and developed in order to match suitable volunteers with suitable volunteer roles. In turn, any support needs are recognised and addressed. We are vigilant to all new services and initiatives, and when appropriate we inform them of who we are and how we can help.

Craigavon & Banbridge Volunteer Centre is a registered umbrella Body with Access NI, providing a discreet, professional vetting service for volunteers involving organisations within the Craigavon and Banbridge area. We have been providing this service since the inception of Access NI in April 2008. The centre has dedicated and knowledgeable staff who are on hand to provide organisations with the necessary guidance. We are committed to helping volunteers access opportunities, helping to reduce barriers to participation.

Overview of Activities 2024-2025

VISP Programme

This programme has continued to go from strength to strength and volunteers have continued to register on a regular basis. Our ever increasing building of partnerships and networks within the community has ensured ongoing available volunteer opportunities. There has been a marked increase in volunteers wishing to support those most vulnerable in the community by getting involved with volunteer opportunities such as supporting food banks and providing telephone support and befriending roles, animal rescue centre and child care organisations. The Bureau has worked hard to ensure we meet the needs of all the community. The success of this project is reflected in the increase of 330 new volunteers registering, 97 new volunteer opportunities created and the development of 17 new community placements over the past year.

The Bridge Project

This Project has continued to work with volunteers who have severe disabilities such as learning difficulties, poor mental health, sensory or visual difficulties and physical disabilities. The participants on this Project are usually very isolated and lonely and their volunteer role gives them a much needed structure to their day. Each new volunteer

is offered an identified training action plan, prior to taking up a therapeutic placement. This training is essential to their own development and helps them feel confident in their placement.

The Project is very successful and has around 198 volunteers registered. Several of the volunteers who are involved in this project have recently registered to become volunteer mentors on the Bridge Project as they wanted to support other people with a disability to ensure they had as positive an experience as they had.

Accessni

Over the past year the Bureau has continued to support over 102 groups by carrying out accessni checks for over 420 individuals throughout the Craigavon and Banbridge locality. An audit was carried out by the accessni justice department and we were delighted to receive our certificate of compliance in June 2023.

Social Interaction Volunteer Programme

CBVB has continued to operate a social media programme through facebook which reaches over 3,500 individuals and around 230 Community groups. This connects us from opportunity through to placement. This also allows us to reach a very diverse range of groups enabling us to place volunteers within the wider community. Whether it's sports, volunteering with the elderly/children, charity shop, youth work, we find the groups connecting with us are providing more and more opportunities given the success of our page to date. This invaluable service provides meaning and purpose to people's lives. In measuring the impact of creating more public awareness this has changed the lives of those people, who would otherwise not have known about the volunteer opportunities available had they not used this type of media. Social Media (facebook) has created a vehicle to increase the already existing partnership work with organisations across the Craigavon and Banbridge locality.

Partnership and Collaborative working

As Manager I have invested a lot of time on appropriate partnerships raising the profile of the Bureau and creating links with decision makers I sit on the Following partnerships.

- Vice Chair of Community Voluntary Sector Panel
- Vice Chair for the Leadership and Engagement theme on Strategic Partnership for Community planning.
- Loneliness Network
- Peaceplus partnership
- Age Friendly Alliance Group
- VCNI Network for Volunteer Centres.
- CTSC
- Regional group for Leadership Programme

I would like to take this opportunity to thank the Management Committee, Staff and volunteers for all their support without which I could not do my job.

I would also like to thank our funders DFC, SHSCT, ABC Council, and the National Lottery Community Fund.

Donna Stewart

Manager

Craigavon & Banbridge Volunteer Bureau

Northern Ireland - Charity number 101712

Annual return

**CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE
COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF
CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE**

YEAR ENDED 31 MARCH 2024

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- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

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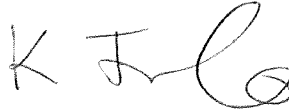
(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE
COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF
CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE (*continued*)**

YEAR ENDED 31 MARCH 2024

K JENNINGS & CO
CHARTERED ACCOUNTANTS
Independent examiner



40 GREENAN ROAD
NEWRY
CO DOWN
BT34 2PZ

K JENNINGS & CO
CHARTERED ACCOUNTANT
40 Greenan Road
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Co Down
BT34 2PZ

26 November 2024

Craigavon & Banbridge Volunteer Bureau

Northern Ireland - Charity number 101712

Accounts

COMPANY REGISTRATION NUMBER: NI031409

CHARITY REGISTRATION NUMBER: NIC101712

CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

Unaudited Financial Statements

Year ended

31 March 2023

K JENNINGS & CO

Chartered accountants

40 GREENAN ROAD

NEWRY

CO DOWN

BT34 2PZ

CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

Financial Statements

Year ended 31 March 2023

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CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report)

Year ended 31 March 2023

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2023.

Reference and administrative details

Registered charity name	CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE
Charity registration number	NIC101712
Company registration number	NI031409
Principal office and registered office	OFFICE 2 LEGAHORY CENTRE BROWNLOW CRAIGAVON BT65 5BE

The trustees

Mr J MCGUINNESS	(Retired 14 April 2023)
Ms JANIS GEARY	
Ms LINDA LYNESS	(Appointed 28 February 2023)
Mr BRENDAN MACPARTLIN	(Appointed 26 April 2023)
Ms CLAIRE MARY PATIENCE	
Ms CLARE McCANN	

Company secretary D STEWART

Accountant K JENNINGS & CO
Chartered accountants
40 GREENAN ROAD
NEWRY
CO DOWN
BT34 2PZ

Structure, governance and management

The organisation is run by board of trustees

Objectives and activities

The purpose of the charity is to recruit train and place volunteers in the voluntary sector.

Achievements and performance

The Board believe that they are achieving their objectives even though they are operating in this difficult time for funding.

CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2023

Financial review

The Board acknowledge that these are difficult times for all organisations and are thankful to all those funding agencies who have supported them. The organisation operates on a very tight budget which allows them to still provide the services required in this sector.

Plans for future periods

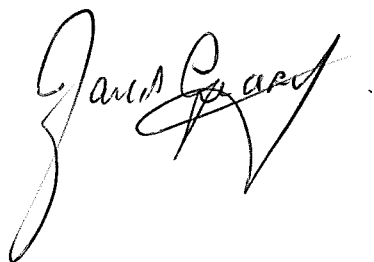
The charity plans continuing the activities provided in the forthcoming years subject to satisfactory funding arrangements.

Small company provisions

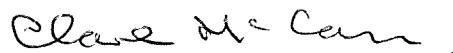
This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The trustees' annual report was approved on 16 October 2023 and signed on behalf of the board of trustees by:

Ms JANIS GEARY
Trustee



Ms CLARE McCANN
Trustee



CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

Statement of Financial Activities (including income and expenditure account)

Year ended 31 March 2023

		Unrestricted funds £	2023 Restricted funds £	Total funds £	2022 Total funds £
	Note				
Income and endowments					
Donations and legacies	5	37,911	101,017	138,928	93,044
Investment income	6	364	-	364	184
Other income	7	3,771	-	3,771	5,218
Total income		<u>42,046</u>	<u>101,017</u>	<u>143,063</u>	<u>98,446</u>
Expenditure					
Expenditure on charitable activities	8,9	7,624	110,478	118,102	137,911
Total expenditure		<u>7,624</u>	<u>110,478</u>	<u>118,102</u>	<u>137,911</u>
Net income/(expenditure) and net movement in funds					
		<u>34,422</u>	<u>(9,461)</u>	<u>24,961</u>	<u>(39,465)</u>
Reconciliation of funds					
Total funds brought forward		23,706	24,300	48,006	87,471
Total funds carried forward		<u>58,128</u>	<u>14,839</u>	<u>72,967</u>	<u>48,006</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The notes on pages 5 to 11 form part of these financial statements.

CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

Statement of Financial Position

31 March 2023

	Note	2023 £	£	2022 £
Current assets				
Cash at bank and in hand		74,945		49,996
Creditors: amounts falling due within one year	13	<u>1,978</u>		<u>1,990</u>
Net current assets			<u>72,967</u>	<u>48,006</u>
Total assets less current liabilities			<u>72,967</u>	<u>48,006</u>
Net assets			<u>72,967</u>	<u>48,006</u>
Funds of the charity				
Restricted funds			51,106	24,300
Unrestricted funds			<u>21,861</u>	<u>23,706</u>
Total charity funds	15		<u>72,967</u>	<u>48,006</u>

For the year ending 31 March 2023 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

These financial statements were approved by the board of trustees and authorised for issue on 16 October 2023, and are signed on behalf of the board by:

Ms JANIS GEARY
Trustee



Ms CLARE McCANN
Trustee



The notes on pages 5 to 11 form part of these financial statements.

CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

Notes to the Financial Statements

Year ended 31 March 2023

1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in N IRELAND and a registered charity in Northern Ireland. The address of the registered office is OFFICE 2, LEGAHORY CENTRE, BROWNLOW, CRAIGAVON, BT65 5BE.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Companies Act 2006.

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Going concern

There are no material uncertainties about the charity's ability to continue.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2023

3. Accounting policies *(continued)*

Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

Tangible assets

All fixed assets are initially recorded at cost.

CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2023

3. Accounting policies *(continued)*

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Fixtures & Fittings - 25% straight line

Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the charity are assigned to those units.

Financial instruments

A financial asset or a financial liability is recognised only when the charity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

Where investments in shares are publicly traded or their fair value can otherwise be measured reliably, the investment is subsequently measured at fair value with changes in fair value recognised in income and expenditure. All other such investments are subsequently measured at cost less impairment.

Other financial instruments, including derivatives, are initially recognised at fair value, unless payment for an asset is deferred beyond normal business terms or financed at a rate of interest that is not a market rate, in which case the asset is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Other financial instruments are subsequently measured at fair value, with any changes recognised in the statement of financial activities, with the exception of hedging instruments in a designated hedging relationship.

CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2023

3. Accounting policies *(continued)*

Financial instruments *(continued)*

Financial assets that are measured at cost or amortised cost are reviewed for objective evidence of impairment at the end of each reporting date. If there is objective evidence of impairment, an impairment loss is recognised under the appropriate heading in the statement of financial activities in which the initial gain was recognised.

For all equity instruments regardless of significance, and other financial assets that are individually significant, these are assessed individually for impairment. Other financial assets are either assessed individually or grouped on the basis of similar credit risk characteristics.

Any reversals of impairment are recognised immediately, to the extent that the reversal does not result in a carrying amount of the financial asset that exceeds what the carrying amount would have been had the impairment not previously been recognised.

Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

4. Limited by guarantee

The Liability of Members is limited to an amount not exceeding one pound sterling.

5. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Grants			
DFC/DSD	37,911	11,100	49,011
ABC/PCSP	–	23,857	23,857
SHSCT	–	24,800	24,800
National Lottery Community Fund	–	36,760	36,760
Halifax	–	4,500	4,500
	<u>37,911</u>	<u>101,017</u>	<u>138,928</u>

CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2023

5. Donations and legacies *(continued)*

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Grants			
DFC/DSD	–	38,516	38,516
ABC/PCSP	–	15,896	15,896
SHSCT	6,272	20,658	26,930
National Lottery Community Fund	–	11,702	11,702
Halifax	–	–	–
	<u>6,272</u>	<u>86,772</u>	<u>93,044</u>

6. Investment income

	Unrestricted Funds £	Total Funds 2023 £	Unrestricted Funds £	Total Funds 2022 £
Bank interest received	364	<u>364</u>	184	<u>184</u>

7. Other income

	Unrestricted Funds £	Total Funds 2023 £	Unrestricted Funds £	Total Funds 2022 £
Miscellaneous Income	3,771	<u>3,771</u>	5,218	<u>5,218</u>

8. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Activity type 1	7,624	110,478	<u>118,102</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Activity type 1	1,677	136,234	<u>137,911</u>

9. Expenditure on charitable activities by activity type

	Activities undertaken directly £	Total funds 2023 £	Total fund 2022 £
Activity type 1	118,102	<u>118,102</u>	<u>137,911</u>

10. Staff costs

CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2023

10. Staff costs *(continued)*

The average head count of employees during the year was Nil (2022: 3). The average number of full-time equivalent employees during the year is analysed as follows:

	2023	2022
	No.	No.
Number of staff	<u>3</u>	<u>3</u>

No employee received employee benefits of more than £60,000 during the year (2022: Nil).

11. Trustee remuneration and expenses

No Remuneration or Other benefits from employment with the charity were received by the trustees.

12. Tangible fixed assets

	Fixtures and fittings £	Total £
Cost		
At 1 April 2022 and 31 March 2023	<u>56,772</u>	<u>56,772</u>
Depreciation		
At 1 April 2022 and 31 March 2023	<u>56,772</u>	<u>56,772</u>
Carrying amount		
At 31 March 2023	<u>-</u>	<u>-</u>
At 31 March 2022	<u>-</u>	<u>-</u>

13. Creditors: amounts falling due within one year

	2023	2022
	£	£
Accruals and deferred income	<u>1,978</u>	<u>1,990</u>

14. Pensions and other post retirement benefits

Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £5,853 (2022: £Nil).

CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2023

15. Analysis of charitable funds

Unrestricted funds

	At 1 April 2022	Income	Expenditure	At 31 March 2023
	£	£	£	£
General funds	<u>23,706</u>	<u>42,046</u>	<u>(7,624)</u>	<u>58,128</u>

	At 1 April 2021	Income	Expenditure	At 31 March 2022
	£	£	£	£
General funds	<u>13,709</u>	<u>11,674</u>	<u>(1,677)</u>	<u>23,706</u>

Restricted funds

	At 1 April 2022	Income	Expenditure	At 31 March 2023
	£	£	£	£
Restricted Fund 1 - desc in a/cs	-	101,017	(110,478)	(9,461)
Restricted Fund -Other Funds	<u>24,300</u>	<u>-</u>	<u>-</u>	<u>24,300</u>
	<u>24,300</u>	<u>101,017</u>	<u>(110,478)</u>	<u>14,839</u>

	At 1 April 2021	Income	Expenditure	At 31 March 2022
	£	£	£	£
Restricted Fund 1 - desc in a/cs	-	86,772	(136,234)	(49,462)
Restricted Fund -Other Funds	<u>73,762</u>	<u>-</u>	<u>-</u>	<u>73,762</u>
	<u>73,762</u>	<u>86,772</u>	<u>(136,234)</u>	<u>24,300</u>

CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

Management Information

Year ended 31 March 2023

The following pages do not form part of the financial statements.

**CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE
COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF
CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE**

YEAR ENDED 31 MARCH 2023

I report on the accounts of the company for the year ended 31 March 2023 which are set out on pages 3 to 11.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The trustees (who are also the directors of Craigavon & Banbridge Volunteer Centre for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year and that an independent examination is needed.

Having satisfied myself that the company is not subject to audit under company law and is eligible for independent examination, it is my responsibility to state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S STATEMENT

My examination includes a review of the accounting records kept by the company and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

INDEPENDENT EXAMINER'S STATEMENT

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

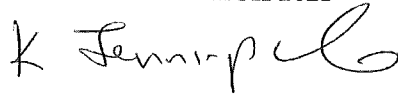
(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE
COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF
CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE *(continued)***

YEAR ENDED 31 MARCH 2023

K JENNINGS & CO
CHARTERED ACCOUNTANTS
Independent examiner



40 GREENAN ROAD
NEWRY
CO DOWN
BT34 2PZ

16 October 2023

K JENNINGS & CO
CHARTERED ACCOUNTANT
40 Greenan Road
Newry
Co Down
BT34 2PZ

CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

Detailed Statement of Financial Activities

Year ended 31 March 2023

	2023 £	2022 £
Income and endowments		
Donations and legacies		
DFC/DSD	49,011	38,516
ABC/PCSP	23,857	15,896
SHSCT	24,800	26,930
National Lottery Community Fund	36,760	11,702
Halifax	4,500	–
	<u>138,928</u>	<u>93,044</u>
Investment income		
Bank interest received	364	184
Other income		
Miscellaneous Income	3,771	5,218
	<u>143,063</u>	<u>98,446</u>
Expenditure		
Expenditure on charitable activities		
Wages and salaries	79,959	86,717
Pension costs	5,853	–
Rent	9,949	9,862
Rates and water	232	220
Light and heat	2,093	5,134
Repairs and maintenance	1,714	679
Insurance	1,052	970
Other establishment	4,199	–
Other motor/travel costs	328	52
Legal and professional fees	1,400	1,650
Telephone	3,534	3,178
Other office costs	476	776
Volunteer Meals and Travel	2,098	1,407
Small Grants	733	18,129
Additional Funding	4,482	–
Covid Related Expenses	–	9,137
	<u>118,102</u>	<u>137,911</u>
Total expenditure	<u>118,102</u>	<u>137,911</u>
Net income/(expenditure)	<u>24,961</u>	<u>(39,465)</u>

CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

Notes to the Detailed Statement of Financial Activities

Year ended 31 March 2023

	2023	2022
	£	£
Expenditure on charitable activities		
Activity type 1		
<i>Activities undertaken directly</i>		
Wages/salaries	79,959	86,717
Pension costs	5,853	–
Rent	9,949	9,862
Rates & water	232	220
Light & heat	2,093	5,134
Repairs & maintenance	1,714	679
Insurance	1,052	970
Other Office Costs	4,199	–
Travel and Subsistence	328	52
Accountancy fees	1,400	1,650
Telephone	3,534	3,178
Printing, Stationery and Postage	476	776
Volunteer Meals and Travel	2,098	1,407
Small Grants	733	18,129
Additional Funding	4,482	–
Covid Related Maintenance Expenses	–	9,137
	<u>118,102</u>	<u>137,911</u>
Expenditure on charitable activities	<u><u>118,102</u></u>	<u><u>137,911</u></u>

Craigavon & Banbridge Volunteer Bureau

Northern Ireland - Charity number 101712

Annual report

Trustee Report 2023-2024

OBJECTIVES AND ACTIVITIES

Charitable Objectives

The objectives of Craigavon & Banbridge Volunteer Bureau as set out in our Articles are to advance community development by promoting and providing volunteering opportunities and activities for the benefit of individuals and communities throughout the Craigavon and Banbridge area and by supporting and developing the work of community and voluntary groups and organisations in charitable activities which seeks to improve the quality of life of the inhabitants of Craigavon and Banbridge.

Craigavon & Banbridge Volunteer Bureau aims to advance education and training for the public's benefit by delivering training and mentoring to volunteers, staff and directors/management and committee members of volunteering -involved organisations in the area of benefit.

Craigavon & Banbridge aims to promote personal development with a view to enabling the community to enhance their social and personal skills and participate in valued roles in the community.

Public Benefit Statement

In setting our objectives and planning our activities for the year, the trustees have given careful consideration to the Charity Commission for Northern Ireland's guidance on public benefit to ensure activities have helped to achieve the charity's purpose and provide a benefit to the beneficiaries.

Summary of Main Activities

The Volunteer Centre has developed and evolved over the years to make sure we provide the right service provision specific to the individual or the group. For those who wish to volunteer, we offer a one to one person centred approach which enable us to assess each individual's needs. We advise the individual in choosing the most suitable placement for both volunteer and organisation.

In closely liaising with placement organisations, volunteer roles are identified and developed in order to match suitable volunteers with suitable volunteer roles. In turn, any support needs are recognised and addressed. We are vigilant to all new services and initiatives, and when appropriate we inform them of who we are and how we can help.

Craigavon & Banbridge Volunteer Centre is a registered umbrella Body with Access NI, providing a discreet, professional vetting service for volunteers involving organisations within the Craigavon and Banbridge area. We have been providing this service since the inception of Access NI in April 2008. The centre has dedicated and knowledgeable staff who are on hand to provide organisations with the necessary guidance. We are committed to helping volunteers access opportunities, helping to reduce barriers to participation.

Overview of Activities 2023-2024

VISP Programme

This programme has continued to go from strength to strength and volunteers have continued to register on a regular basis. Our ever increasing building of partnerships and networks within the community has ensured ongoing available volunteer opportunities. There has been a marked increase in volunteers wishing to support those most vulnerable in the community by getting involved with volunteer opportunities such as supporting food banks and providing telephone support and befriending roles. The Bureau has worked hard to ensure we meet the needs of all the community. The success of this project is reflected in the increase of 291 new volunteers registering, 81 new volunteer opportunities created and the development of 15 new community placements over the past year.

The Bridge Project

This Project has continued to work with volunteers who have severe disabilities such as learning difficulties, poor mental health, sensory or visual difficulties and physical disabilities. The participants on this Project are usually very isolated and lonely and their volunteer role

gives them a much needed structure to their day. Each new volunteer is offered an identified training action plan, prior to taking up a therapeutic placement. This training is essential to their own development and helps them feel confident in their placement.

The Project is very successful and has around 172 volunteers registered. Several of the volunteers who are involved in this project have recently registered to become volunteer mentors on the Bridge Project as they wanted to support other people with a disability to ensure they had as positive an experience as they had.

Good Morning Scheme

The Bureau continued to operate the Good Morning Scheme on behalf of the Trust until the end of October. Over the past year 168 people received a phone call from their matched volunteer. 13,00 calls were made up until the end of October this year.

Accessni

Over the past year the Bureau has continued to support over 97 groups by carrying out accessni checks for over 400 individuals throughout the Craigavon and Banbridge locality. An audit was carried out by the accessni justice department and we were delighted to receive our certificate of compliance in June 2023.

Social Interaction Volunteer Programme

CBVB has continued to operate a social media programme through facebook which reaches over 3,000 individuals and around 200 Community groups. This connects us from opportunity through to placement. This also allows us to reach a very diverse range of groups enabling us to place volunteers within the wider community. Whether it's sports, volunteering with the elderly/children, charity shop, youth work, we find the groups connecting with us are providing more and more opportunities given the success of our page to date. This invaluable service provides meaning and purpose to people's lives. In measuring the impact of creating more public awareness this has changed the lives of those people, who would otherwise not have

known about the volunteer opportunities available had they not used this type of media. Social Media (facebook) has created a vehicle to increase the already existing partnership work with organisations across the Craigavon and Banbridge locality.

Partnership and Collaborative working

As Manager I have invested a lot of time on appropriate partnerships raising the profile of the Bureau and creating links with decision makers I sit on the Following partnerships.

- Vice Chair of Community Voluntary Sector Panel
- Vice Chair for the Leadership and Engagement theme on Strategic Partnership for Community planning.
- Loneliness Network
- Peaceplus partnership
- Age Friendly Alliance Group
- VCNI Network for Volunteer Centres.

I would like to take this opportunity to thank the Management Committee, Staff and volunteers for all their support without which I could not do my job.

I would also like to thank our funders DFC, SHSCT, ABC Council, and the National Lottery Community Fund.

Donna Stewart

Manager

Craigavon & Banbridge Volunteer Bureau

Northern Ireland - Charity number 101712

Annual return

**CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE
COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF
CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE**

YEAR ENDED 31 MARCH 2023

I report on the accounts of the company for the year ended 31 March 2023 which are set out on pages 3 to 11.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The trustees (who are also the directors of Craigavon & Banbridge Volunteer Centre for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year and that an independent examination is needed.

Having satisfied myself that the company is not subject to audit under company law and is eligible for independent examination, it is my responsibility to state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S STATEMENT

My examination includes a review of the accounting records kept by the company and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

INDEPENDENT EXAMINER'S STATEMENT

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

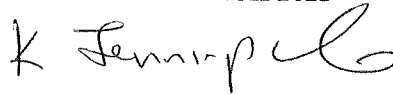
(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE
COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF
CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE (*continued*)**

YEAR ENDED 31 MARCH 2023

K JENNINGS & CO
CHARTERED ACCOUNTANTS
Independent examiner



40 GREENAN ROAD
NEWRY
CO DOWN
BT34 2PZ

16 October 2023

K JENNINGS & CO
CHARTERED ACCOUNTANT
40 Greenan Road
Newry
Co Down
BT34 2PZ