

WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

DIRECTORS' REPORT AND FINANCIAL STATEMENTS

31 March 2015

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WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

DIRECTORS' REPORT

31 March 2015

REFERENCE and ADMINISTRATIVE DETAILS

Charity Name	Warwickshire Community and Voluntary Action (WCAVA)
Company Number	06531268 (England & Wales)
Charity Number	1123402
Registered Office	19 & 20 North Street, Rugby, CV21 2AG
Company Secretary	Paul Tolley
Directors	<p>The Directors, who have served during the financial year and to the date of signing this report, except where stated, were:</p> <p>Jatinder Birdi Katy Harper Ann Hayes Junaid Hussain (resigned 15 September 2014) Sonya Johnson (appointed 24 November 2014) Lindsey Lavender Judith Morley Stephen Nightingale Hayden Phillips (resigned 12 November 2014) Joanne Shine</p>
Auditors	Burgis & Bullock, 2 Chapel Court, Holly Walk, Leamington Spa, CV32 4YS
Solicitors	<p>Wright Hassall LLP., Olympus Avenue, Leamington Spa CV34 6BF</p> <p>Brethertons LLP., 16 Church Street, Rugby, CV21 3PW</p>
Bankers	HSBC Bank Plc., 3a Queens Road, Nuneaton, CV11 5JL
Insurance Advisers	M Wood Insurance Services Ltd. 4 Neptune Court, Vanguard Way, Cardiff, CF24 5PJ

WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

DIRECTORS' REPORT

31 March 2015

The Directors (who are the Trustees of the Charity) have pleasure in submitting their sixth Annual Report together with the audited financial statements for the year ended 31 March 2015.

STRUCTURE, GOVERNANCE and MANAGEMENT

Governing Document

WCAVA is a charitable company limited by guarantee, incorporated on 11 March 2008 and registered as a charity on 1 April 2008

The charitable company was established under a Memorandum of Association, which established the objectives and powers of the company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £10.

The Directors are responsible for the overall governance of the charitable company.

Significant Changes

There were no significant changes in the year.

Membership and Appointment of the Board of Directors

The number of members that can be registered is unlimited and membership is open to any individual or organisation that is interested in promoting the aims and objectives of WCAVA.

The Board is required to have at least 8 Members and there is no maximum, unless determined by ordinary resolution. Annually one third of the Board retire by rotation, but are eligible for re-election. The Board have the power to co-opt additional directors. No director can serve for more than eight consecutive years.

The members of the Board, who are directors for the purpose of company law and trustees for the purpose of charity law, who served during the year and up to the date of this report are listed on page one.

Directors may be nominated by the membership in accordance with the memorandum, to reflect the range of voluntary and community groups as well as for their knowledge of the area and the work of the charity. The Board endeavours to ensure there is a balance of skills and expertise. Co-opted directors are recruited from a range of sources: specialist advertising mediums, introduction by existing members and direct applications 'through word of mouth'. Prospective members are required to complete application forms, which are duly assessed against the 'Skills Needs Analysis' to ensure that there is a balance of skills and expertise at any one time.

There is a comprehensive induction programme for new Board members, which comprises a session on their roles and responsibilities and on the key operational policies and procedures that shape the delivery of the day to day services

WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

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31 March 2015

Organisation

The Board has met six times this year. Sub committees meet regularly in between the meetings on a needs basis.

The day to day running of the charity is delegated to the Chief Executive.

Senior Staff

Chief Executive	Paul Tolley
Operations Director	Kate Morrison

Risk Management

A risk register has been established by the Board. Risks are regularly reviewed and updated by the sub-committees and the Board. The Directors are satisfied that they have considered the major risks to which the charity is exposed, that they have taken action to mitigate or to manage those risks and that there are systems in place to monitor any changes in those risks.

OBJECTIVES and ACTIVITIES

The Charitable objectives of WCAVA are detailed within the Memorandum of Association as:

To promote all or any charitable purposes for the benefit of the community within the Area of Benefit and in particular the advancement of education, the furtherance of health and the relief of poverty, distress and sickness;

Without limitation to the generality of the forgoing to provide resources to include not by way of limitation advice, guidance, mentoring, training, supervision and support to organisations with similar charitable objects in order to assist these organisations with their charitable work; and

To promote and organise co-operation in the advancement of these purposes and to bring together in council representatives of the voluntary organisations, statutory authorities and individuals within the Area of Benefit with separate local members committee meetings for each of the Boroughs of North Warwickshire, Rugby and Nuneaton & Bedworth, and the local government district of Warwick.

To protect and preserve the environment for the benefit of the public.

WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

DIRECTORS' REPORT

31 March 2015

Public Benefit

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims, objectives and in planning our future activities. In particular, the directors consider how planned activities will contribute to the aims and objectives they have set.

How our activities deliver public benefit:

Information & Advice

All of our offices provide a vital service as a point of essential information and advice not just for our member organisations and groups but also for the general public and partner agencies. Our ability to signpost the general public to organisations and groups that can assist them with a whole range of issues from debt advice to counselling and youth work to domestic abuse ensures that those who need support can access it.

Support

All supported are groups or organisations with a specific remit in themselves to support their local community or to support a specific area of interest often focussing upon the most disadvantaged or disengaged sections of our society. For many of our member organisations the support we provide enables them to more effectively deliver support to individuals.

Development

The groups and organisations that we support to carry out their aims or charitable objectives more efficiently whether through securing funding, developing more robust procedures or quality assurance processes all provide direct benefit to the citizens of Warwickshire through their enhanced front-line service delivery.

Volunteering

Our Volunteer Centres enable those who wish to contribute their skills, knowledge, time and energy to support others to do so for the benefit of organisations, groups and individuals within Warwickshire

Statement of Purpose

As part of our strategic planning process following a review of the organisation in 2013, Directors agreed the following statement of purpose:

OUR VISION:

A thriving and well-resourced voluntary and community sector throughout Warwickshire that meets community needs and provides an excellent experience for all.

OUR MISSION

Warwickshire CAVA promotes, develops and supports a vibrant voluntary and community sector to enable local people to shape and influence their communities.

All our actions are underpinned by **Four Guiding Principles** to 'equip' the sector to excel:

EQUIP

Equality - Volunteering and Community Action Representing All Communities

Quality - Delivering Excellence through Innovative and Creative Leadership.

Integrity - Tenacity with Professionalism and Accountability.

Partnership - Partnerships Developed to Support the Broader Voluntary Sector

WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

DIRECTORS' REPORT

31 March 2015

ACHIEVEMENTS AND PERFORMANCE

Information and Development Work

Increasing our communication

During the year we continued to disseminate a high volume of electronic information with a handful of hard copies being sent to those members without electronic access. The website continued to receive a high level of hits receiving over 40,000 (40,152) compared with 34,908 in 2013/14 this year with an average of 3,346 visitors per month (up from 2,909 in 2013/14). Our e-zine 'e-grapevine' continues to increase in popularity reaching over 1410 subscribers every week with 48 editions circulated in the year.

Increasing our Support

Working in partnership, in every one of Warwickshire's districts we have maintained the levels of support available to our members, maintaining 24 hour access to funding information through our online 'Funding Portals'. This year we worked on a one to one basis on 1387 specific issues with 717 groups and organisations in the year and assisted them with £2.5 million of funding applications resulting in over £518,000 of funding being brought in to Warwickshire within the financial year.

Partnership Working

During the year we continued to spend energies on strengthening our strategic partnerships and collaboration with other infrastructure organisations especially through the Warwickshire Partnership. We have also continued our relationship with CABA the Chartered Accountants Benevolent Association to provide a community learning space in Rugby named the Learn Warwickshire Hub. Our continued close working and partnerships with District and Borough Councils as well as the County Council has been complemented by closer partnership working with the Clinical Commissioning Groups in Warwickshire most notably the Coventry and Rugby CCG in relation to the Social Prescribing Project.

Volunteering

During 2014/15 we continued to work in concert through the Warwickshire Partnership with our partner organisations Voluntary Action Stratford upon Avon, Nuneaton & Bedworth Volunteer Centre and Volunteer Centre North Warwickshire. Together we hold joint Volunteering England accreditation for each of the 5 Volunteer Centres in Warwickshire.

The Volunteer Centres in Warwickshire ensured that 2334 individuals who registered with the Volunteer Centres were interviewed and matched with local volunteering opportunities. As a result of these interviews and our work to support local organisations and groups across the county we understand that 66% of these sustained volunteering placements and 1433 of these volunteers had successful placements in the year 2014-15 representing an economic value of £1,548,786. As an organisation we continue to utilise the highly valued support of volunteers to ensure our services and projects are delivered. In the year we involved over 120 volunteers in our day-to-day delivery of services and projects.

Satisfaction

In 2014-15 we gathered feedback from the members we supported on a quarterly basis and demonstrated an overall increase of 8% in satisfaction from our members to 97% responding that they were satisfied with our support (compared with 89% of our members in 2013-14). Additionally 94% of those we supported stated that their confidence, skills, knowledge or experience had been built as a result of our support (compared with 95% of our members in 2013-14).

At the end of 2014/15 Warwickshire Partnership had supported **£2,066,833** of successful funding and volunteer activity

WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

DIRECTORS' REPORT

31 March 2015

FINANCIAL REVIEW

The Directors report that:

Unrestricted Funds for the year show a net inflow of £ 1,224 (2014: outflow of £ 24,669).

Restricted Funds showed a net outflow of £88,025 (2014: £20,891)

Endowment Funds a net outflow of £4,295 (2014: £4,048)

Principal Sources of Funding

Our principal source of funding continues to be from Warwickshire County Council.

Freehold Property

The freehold properties, after depreciation, had a net book value of £400,700 at 31 March 2015.

The properties are functional assets used in the fulfilment of our charitable objects and the Directors consider the amount reflects the value in use. The Directors also consider that the value is a reasonable approximation of market value and that any fluctuation is temporary and would not materially impact on the understanding of the charitable company's financial position by the reader of the financial statements.

Investment and Reserves

We continue to be committed to maximising our income, in relation to investments, within an ethical framework, but without taking any undue risks. Our surplus funds are invested in several low risk higher yield investments with well-known financial institutions and are regularly reviewed by the finance committee.

With regards to Reserves, we have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the charitable company should be 3 – 6 months of the unrestricted funds expended. This equates to £137,000 to £273,000 for 2014/15. At this level the Directors feel that they would be able to continue some of the current activities of the charity in the event of a significant drop in funding. At the year end, free reserves amounted to £197,000 and are sufficient.

Taxation

As a charity, subject to certain restrictions, Warwickshire Community and Voluntary Action is exempt from corporation tax on income and gains. No liability arises in the year.

The Charity is not registered for VAT and all resources expended include non-reclaimable VAT as appropriate.

PLANS FOR FUTURE PERIODS

2014/15 has been a year where the demand for our support has increased with more groups and organisations being supported than ever before. Whilst this level of support has been delivered and a better than break-even financial position on unrestricted income and expenditure we clearly need to identify more efficient and targeted mechanisms for supporting the voluntary and community sector.

The 2015/16 year will see us as an organisation reviewing the outline strategic plan (developed during 2014/15) with external and independent support to ensure that our approach to providing Infrastructure support in Warwickshire is sustainable and fit for the future.

Exploring Merger

As an organisation that was born of mergers we are once again exploring the potential of a merger. The Board of Warwickshire Children and Voluntary Youth Services (WCVYS) has approached Warwickshire CAVA to discuss proposals for WCVYS to merge with WCAVA in order to sustain and protect a level of focused infrastructure support to Voluntary sector organisations supporting the voluntary youth sector. Having sought and secured the in principle consent of the Charities Commission, the Trustees of Both organisations are in discussion and conducting due diligence processes to understand the viability of this merger.

Should a merger be found to be both viable and in the interests of both parties, formal consent to undertake the merger will likely be sought from the two respective memberships at their Annual General Meetings in the Autumn of 2015.

Developing our Funding Base

WCAVA has over recent years successfully diversified its funding base and now generates a significant proportion of its income through independently earned income. Of the funding secured through funding agreements with statutory partners the largest of these is held with Warwickshire County Council. The Council undertook a survey of the Third Sector and its satisfaction with Infrastructure support provided which is expected to inform a new service specification likely to be procured during the 2015/16 year.

Retaining our National Accreditation

Working in partnership with Voluntary Action Stratford on Avon (VASA) we jointly achieved re-accreditation of the NAVCA Quality Award which is held until January 2017 and is testament to the seamless partnership working and delivery achieved by both our organisations.

During 2015, working collectively, all Volunteer Centres in Warwickshire will submit our re-accreditation portfolio to the National Council for Voluntary Organisations to secure the Volunteer Centre Quality Accreditation mark.

Having successfully completed the delivery of the organisational business plan for 2008-13 the focus is very much upon establishing a business plan that can take the organisation forward until 2018. It is clear that this will be in the context of large reductions in funding available to some of our key funders and likely amidst new contracting and commissioning arrangements for infrastructure across Warwickshire.

Future Plans

Our organisational strategy will assist us to clearly set out its core and statutory funded activities, from additional traded activities and those services that can be provided by third parties.

WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

DIRECTORS' REPORT

31 March 2015

WARWICKSHIRE COMMUNITY RECYCLING

Warwickshire Community Recycling is a separate, independent, legal entity with WCAVA and the Heart of England Community Foundation being joint members.

It was formed as a company limited by guarantee (07880283) on 13 December 2011 and registered as a charity (1145885) on 14 February 2012. Each member has a maximum guarantee of £1.

The charity ceased to operate on 5 November 2014. At 31 March 2015 WCAVA was owed £ NIL in the normal course of business.

DIRECTORS' RESPONSIBILITIES

The Directors are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Directors to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for the year. In preparing these financial statements, the Directors are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Directors are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the Directors are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the Directors have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

The Directors are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

DIRECTORS' REPORT

31 March 2015

Small company provisions

This report has been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to the small companies' regime.

This report was approved by the Board on 27 July 2015

Joanne Shine
Chair

WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

Independent Auditors' Report to the members

We have audited the financial statements of Warwickshire Community and Voluntary Action for the year ended 31 March 2015, which comprise the statement of financial activities, the balance sheet and the related notes. These financial statements have been prepared under the accounting policies set out therein and the Financial Reporting Standard for Smaller Entities (effective April 2008) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of directors and auditors

The directors' (who are also the trustees of Warwickshire Community and Voluntary Action for the purposes of charity law) responsibilities for preparing the Directors' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and for being satisfied that the financial statements give a true and fair view are set out in the Statement of Directors' Responsibilities.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the directors; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Directors' Report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2015, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities; and
- have been prepared in accordance with the Companies Act 2006;

Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Directors' Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

Independent Auditors' Report to the members

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the directors were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption in preparing the Directors' Report.

Wende Ann Hubbard FCCA (Senior Statutory Auditor)

For and on behalf of Burgis & Bullock
Chartered Accountants
Registered Auditors

2 Chapel Court
Holly Walk
Leamington
CV32 4YS

27 July 2015

WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

STATEMENT OF FINANCIAL ACTIVITIES

(including INCOME AND EXPENDITURE ACCOUNT)

For the year ended 31 March 2015

	Note	Unrestricted funds £	Restricted funds £	Endowment funds £	Total funds 2015 £	Total funds 2014 £
Incoming resources						
Incoming Resources from Generated Funds						
Investment income	2	54,174	3,443	-	57,617	44,551
Incoming Resources from charitable activities	3	493,348	310,223	-	803,571	1,028,475
Total incoming resources		547,522	313,666	-	861,188	1,073,026
Resources expended						
Charitable activities	4	538,664	401,691	4700	945,055	1,115,614
Governance costs	6	7,634	-	-	7,634	7,672
Total resources expended		546,298	401,691	4700	952,689	1,123,286
Net incoming resources before transfers and other recognised gains and losses		1,224	(88,025)	(4,700)	(91,501)	(50,260)
Gains on investment assets	11	-	-	405	405	652
Net movement in funds		1,224	(88,025)	(4,295)	(91,096)	(49,608)
Fund balances brought forward at 1 April 2014		385,207	418,816	231,816	1,035,839	1,085,447
Fund balances carried forward at 31 March 2015		386,431	330,791	227,521	944,743	1,035,839

All incoming resources and resources expended derive from continuing activities

WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

BALANCE SHEET at 31 March 2015

	Note	2015		2014	
		£	£	£	£
Fixed assets					
Tangible assets	10		400,700		409,800
Investments	11		16,021		15,616
			<u>416,721</u>		<u>425,416</u>
Current assets					
Debtors	12	37,394		45,579	
Cash at bank and in hand	13	624,098		668,659	
		<u>661,492</u>		<u>714,238</u>	
Creditors: amounts falling due within one year	14	(133,470)		(103,815)	
			<u>528,022</u>		<u>610,423</u>
Net current assets					
			<u>944,743</u>		<u>1,035,839</u>
Total assets less current liabilities					
			<u>944,743</u>		<u>1,035,839</u>
Net assets					
Represented by:					
Funds					
Unrestricted funds	16		386,431		385,207
Restricted funds	17		330,791		418,816
Endowment funds	18		227,521		231,816
			<u>944,743</u>		<u>1,035,839</u>
Total funds					
			<u>944,743</u>		<u>1,035,839</u>

The financial statements on pages 12 to 28 were approved by the directors and authorised for issue on 27 July 2015 and are signed on their behalf by the Chairman and Treasurer.

These financial statements are prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies. In addition the financial statements have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

Joanne Shine
Chairman

Jatinder Birdi
Treasurer

WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

NOTES TO THE FINANCIAL STATEMENTS

31 March 2015

1 Principal accounting policies

Basis

These financial statements have been prepared under the historical cost accounting convention and in accordance with applicable accounting standards and the Statement of Recommended Practice (SORP), "Accounting and Reporting by Charities" issued in March 2005 and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

Fund accounting

Unrestricted funds are funds that can be used in accordance with the charitable objects at the discretion of the directors. Designated funds are unrestricted funds that the directors have set aside for specific purposes.

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

Endowment funds are funds which are gifted and where restrictions arise when specified by the donor and capital is not used for direct expenditure.

Incoming resources

Grants and other income are recognised when the income is due providing terms and conditions have been met.

Resources expended

Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenses are accounted for on an accruals basis. Expenditure incurred on support costs arises from project management, split as agreed by Funders, Finance and Human Resources cost allocated to projects paying for these costs, and central overheads and general management which are split on a full time equivalent employee basis. Governance costs only include the audit fee, AGM expenditure, directors' expenses and Companies House fee.

Investments

Quoted investments are included in the financial statements at market value.

Depreciation

Depreciation of fixed assets is charged by annual instalments commencing with the date of acquisition at rates estimated to write off their cost less any residual value over the expected useful lives as follows:

Freehold land and buildings	50 years
Furniture and equipment*	5 years

*Furniture and equipment with a monetary value of less than £2,500 is written off in full in the year of purchase.

Defined contribution pension scheme

The pension charge represents contributions payable to separately administered pension schemes.

Operating leases

Operating lease rentals are charged to income and expenditure on a straight line basis over the lease term.

WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

NOTES TO THE FINANCIAL STATEMENTS

31 March 2015

2 Investment income

	Unrestricted funds £	Restricted funds £	Endowment funds £	Total 2015 £	Total 2014 £
Interest receivable	4,018	-	-	4,018	4,859
Dividends	320	-	-	320	310
Rent receivable	49,836	3,443	-	53,279	39,382
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	54,174	3,443	-	57,617	44,551
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

NOTES TO THE FINANCIAL STATEMENTS

31 March 2015

3 Incoming resources from charitable activities

	Unrestricted funds £	Restricted funds £	Total 2015 £	Total 2014 £
Baron Davenport's Charity	-	5,321	5,321	4,006
Big Local Trust	-	4,000	4,000	19,935
Big Lottery Fund	-	84,404	84,404	64,938
Comic Relief(via HOECF)	-	14,680	14,680	-
Community Development Foundation	-	3,135	3,135	7,325
Coventry and Rugby CCG	11,130	54,525	65,655	11,130
Deeley Group	-	-	-	4,819
Department of Health	-	14,700	14,700	-
Ex-Mining Villages Partnership	-	7,922	7,922	-
The Ley Young Peoples Project	-	1,100	1,100	3,060
National Foundation for Youth Music	-	33,837	33,837	65,435
NHS Warwickshire/Warwickshire PCT	-	-	-	1,157
North Warwickshire Borough Council	11,414	-	11,414	11,082
Nuneaton and Bedworth Borough Council	37,260	5,400	42,660	53,400
Older People in Action	-	4,522	4,522	4,968
Overslade Community Association	2,394	6,896	9,290	21,193
Rugby Borough Council	33,000	1,500	34,500	33,000
Santander Foundation	-	-	-	10,000
Skills Funding Agency	-	7,472	7,472	29,916
South Warwickshire CCG	30,713	-	30,713	30,713
Warwickshire County Council	271,373	27,550	298,923	528,457
Warwick District Council	43,760	6,417	50,177	50,100
Warwickshire Community Recycling	4,382	-	4,382	2,000
Warwickshire North CCG	21,797	-	21,797	21,797
Warwickshire Police & Crime Commissioner	-	13,840	13,840	-
Warwickshire Voluntary Transport	3,006	-	3,006	3,112
Other Organisations	23,119	13,002	36,121	46,932
	493,348	310,223	803,571	1,028,475

WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

NOTES TO THE FINANCIAL STATEMENTS

31 March 2015

4 Total Resources expended charitable activities

	Unrestricted funds	Restricted funds	Endowment funds	Total funds 2015	Total funds 2014
	£	£	£	£	£
Direct expenditure					
Direct costs	-	921	-	921	4,061
Grants payable (note 5)	-	37,652	-	37,652	57,156
Other expenditure					
Wages, Salaries and other related costs	463,279	222,246	-	685,525	758,017
Premises costs	29,003	15,898	-	44,901	44,295
Travelling expenses	11,035	6,792	-	17,827	25,917
Office expenses	17,058	5,959	-	23,017	27,105
Repairs and maintenance	22,434	10,983	-	33,417	48,608
General expenses	18,719	16,976	-	35,695	43,743
Bank charges	1,367	-	-	1,367	1,895
Professional fees	11,448	28,367	-	39,815	72,181
IT costs	12,342	3,476	-	15,818	23,536
Depreciation	4,400	-	4,700	9,100	9,100
Administration and management charges	(52,421)	52,421	-	-	-
	<u>538,664</u>	<u>401,691</u>	<u>4,700</u>	<u>945,055</u>	<u>1,115,614</u>

WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

NOTES TO THE FINANCIAL STATEMENTS

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5 Breakdown of Grant funding by activity

Activity	Grants to Institutions £	Grants to Individuals £	Total 2015 £	Total 2014 £
Baron Davenport's Charity	-	4,817	4,817	4,770
Arley & Ansley Big Local Trust	3,455	-	3,455	-
Hill Top & Caldwell Big Local Trust	2,200	-	2,200	2,138
N&B Special Projects	-	-	-	450
N&B Third Party Funding	-	-	-	5,381
Supporting Communities in Neighbourhood Planning	-	-	-	6,000
Warwickshire Young Carers	2,000	-	2,000	500
WET	25,180	-	25,180	10,000
Healthwatch Warwickshire Ltd	-	-	-	11,882
Other minor funds	-	-	-	470
Return/Repayment of funding	-	-	-	15,565
	32,835	4,817	37,652	57,156
	32,835	4,817	37,652	57,156

Grants made to individuals

Baron Davenport's Charity

All the grants made to 28 (2014 – 27) individuals from the fund are to widows, spinsters or young ladies abandoned by their partners in cases of financial hardship.

6 Governance Costs

	Unrestricted funds £	Restricted funds £	2015 £	2014 £
Audit Fee	5,618	-	5,618	5,460
AGM Costs	1,154	-	1,154	1,347
Directors' Expenses and meeting costs	862	-	862	865
	7,634	-	7,634	7,672
	7,634	-	7,634	7,672

WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

NOTES TO THE FINANCIAL STATEMENTS

31 March 2015

7 Staff costs

	2015	2014
	£	£
Wages and salaries	629,030	689,851
Employers National Insurance	47,663	52,016
Pension costs	8,323	10,733
	<u>685,016</u>	<u>752,600</u>

No employee earned £60,000 or more during the year.

The average number of employees during the year was 43
(2014– 47)

The number, on the basis of full time equivalents by analysed functions,
was

	2015 FTE	2014 FTE
WCAVA core activities	14.4	13.9
Volunteer Centres	2.0	2.2
Other Projects	9.1	12.3
	<u>25.5</u>	<u>28.4</u>

8 Operating Leases

		2015 £	2014 £
Operating Lease Rentals	- Property	16,420	14,307
	- Equipment	1,815	1,815
		<u>18,235</u>	<u>16,122</u>

WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

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9 Directors and related party transactions

Five directors have declared they are trustees or directors of other charities/companies which deal with the charitable company at arm's length. The accumulated transactions do not exceed £5,000.

None of the other directors or any person connected with them have declared any transaction.

No director receives any remuneration from the charitable company.

Five directors (2014 – six) received £1,139 (2014 - £865) for travel expenses.

Paul Tolley, Chief Executive, is a director of Healthwatch Warwickshire Limited. WCAVA was the original consortium lead party who bid for the Healthwatch funding contract in 2012/13, prior to the incorporation of that company. The initial funding received by WCAVA has been transferred to the company and the contract was novated to Healthwatch Warwickshire Limited at the beginning of April 2013. WCAVA also provided the company with accountancy and payroll services for which fees of £990 were charged during the period. WCAVA also charged the company for rent of the company premises which amounted to £17,025 during the period.

He is also a director of Rightstepcareers Limited (formerly Coventry, Solihull and Warwickshire Partnership Limited). WCAVA has charged the company rent of £4,220 during the period.

10 Tangible Fixed assets

	Freehold Premises	Furniture and Equipment	Total
	£	£	£
Cost or valuation			
1 April 2014	455,000	9,147	464,147
Additions	-	-	-
	_____	_____	_____
31 March 2015	455,000	9,147	464,147
	_____	_____	_____
Depreciation			
1 April 2014	45,200	9,147	54,347
Charge for the year	9,100	-	9,100
	_____	_____	_____
31 March 2015	54,300	9,147	63,447
	_____	_____	_____
Net book amount			
31 March 2015	400,700	-	400,700
	_____	_____	_____
Net book amount			
31 March 2014	409,800	-	409,800
	_____	_____	_____

No revaluation has been made of the Freehold Premises in accordance with the policy set out in the Directors' Report.

WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

NOTES TO THE FINANCIAL STATEMENTS

31 March 2015

11 Investments

	Quoted Investments £	Cash £	Total £
Market value at 1 April 2014	8,049	7,567	15,616
Unrealised profit	405	-	405
	-----	-----	-----
Market value at 31 March 2015	8,454	7,567	16,021
	=====	=====	=====
Held as Endowment Funds	8,454	7,567	16,021
	=====	=====	=====

12 Debtors: amounts falling due within one year

	2015 £	2014 £
Trade debtors	19,084	19,819
Warwickshire Community Recycling	-	150
Prepayments and accrued income	18,141	25,417
Other debtors	169	193
	-----	-----
	37,394	45,579
	=====	=====

13 Cash at Bank and in Hand

This includes a client account with a balance of £30,034 (2014 - £30,718).
These monies are reflected in Note 14 as shown below.

14 Creditors: amounts falling due within one year

	2015 £	2014 £
Trade creditors	16,090	18,327
Taxation and social security costs	48,574	38,715
Other creditors	15,767	14,554
Accruals	6,842	5,016
Warwickshire County Council - loan	-	20,000
Deferred income (note 15)	46,197	7,203
	-----	-----
	133,470	103,815
	=====	=====

The above includes client monies held as follows:

	2015 £	2014 £
Taxation and Social Security Costs	30,034	23,664
Other creditors	-	7,054
	-----	-----
	30,034	30,718
	=====	=====

WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

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15 Deferred income

Deferred income comprises grants received in advance which the donor has specified must be used in future accounting periods or where uncertainty exists as to whether the conditions for application of the income will be met.

Deferred Income held as cash	2015	2014
	£	£
Grants received in advance	42,083	5,719
Other income received in advance	4,114	1,484
	<u>46,197</u>	<u>7,203</u>

16 Fund movements – Unrestricted funds

	Balance 1 April 2014	Incoming Resources	Resources Expended	Transfers	Balance 31 March 2015
	£	£	£	£	£
General Designated Funds	331,099	547,522	546,298	-	332,323
Warwick District	54,108	-	-	-	54,108
	<u>385,207</u>	<u>547,522</u>	<u>546,298</u>	<u>-</u>	<u>386,431</u>

WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

NOTES TO THE FINANCIAL STATEMENTS

31 March 2015

17 Fund Movements – Restricted Funds

Restricted Funds	Balance 1 April 2014	Incoming Resources	Resources Expended	Transfers	Balance 31 March 2015
	£	£	£	£	£
WCAVA					
Learn Warwickshire	17,480	11,978	18,925	20,327	30,860
Practical Community Development	19,239	7,472	6,384	-20,327	-
Overslade Community Association	2,673	6,896	9,569	-	-
LINK Discretionary	7,400	-	7,400	-	-
Building Better Opportunities	-	20,000	5,610	-	14,390
Warwick					
Baron Davenport	2,579	421	192	-	2,808
Older People in Action	-	13,339	13,339	-	-
Other Warwick Funds (two)	1,135	501	1,065	-	571
Nuneaton and Bedworth					
N & B Special Projects	7,566	-	1,500	-	6,066
Baron Davenport	-	3,750	3,035	-	715
Community Cohesion	13,370	50	3,040	-	10,380
Hill Top & Caldwell Big Local Trust	7,206	4,300	9,087	-	2,419
N&B Development Trust	35,000	-	-	-	35,000
WCC Third Party Funding	18,619	-	-	-	18,619
N&B Community Empowerment	-	5,400	-	-	5,400
Rugby					
Baron Davenport	1,650	1,150	1,590	-	1,210
Young Carers	411	2,400	2,000	-	811
Supporting Communities in Neighbourhood Planning	300	700	216	-	784
Social Prescribing	-	54,525	24,281	-	30,244
Other Rugby Funds (four)	2,109	-	-	-	2,109

WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

NOTES TO THE FINANCIAL STATEMENTS

31 March 2015

17 Fund Movements – Restricted Funds continued

Restricted Funds	Balance 1 April 2014	Incoming Resources	Resources Expended	Transfers	Balance 31 March 2015
	£	£	£	£	£
North Warwickshire					
ReVOLve					
General Fund	26,533	459	11,121	-5,000	10,871
Motivated by Music	141	-	-	-141	-
BEATS Music Project	-	33,837	33,929	92	-
Project Nirvana	1,679	64,987	59,389	-	7,277
3 Villages Youth Project	872	7,922	8,694	5,000	5,100
Big Local Arley & Ansley	19,781	-	18,814	-	967
Pride in Camp Hill	858	-	843	-	15
CRT Music Project	1,090	90	1,075	-	105
BEATS Diversionary Activity	-	13,840	13,304	-39	497
HOECF Comic Relief	-	14,680	14,768	88	-
Ley Group Summer Arts	-	1,100	700	-	400
Dordon Community Day	-	500	500	-	-
New Ideas					
General Fund	105,659	1,528	55,523	152	51,816
Youth Forum	17,388	23,206	26,875	-	13,719
Advocacy	37,341	-	-	-	37,341
Money management	10,000	-	6,630	-	3,370
New Man Stratford	4,735	-	3,711	-	1,024
New Woman Rugby	-	1,500	1,341	-	159
College Without Walls	-	14,700	7,769	-	6,931
Mothers' Group Nuneaton	-	1,935	549	-	1,386
Other projects (four)	4,858	500	1,522	-152	3,684
WET					
Lafarge	48,227	-	24,484	-	23,743
Wren	2,917	-	2,917	-	-
	418,816	313,666	401,691	-	330,791
	418,816	313,666	401,691	-	330,791

WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

NOTES TO THE FINANCIAL STATEMENTS

31 March 2015

18 Endowment funds

	Balance 1 April 2014	Incoming Resources	Resources Expended	Unrealised Gain	Balance 31 March 2015
	£	£	£	£	£
Morwenna Hughes Memorial Fund	15,616	-	-	405	16,021
Freehold Premises	216,200	-	4,700	-	211,500
	<u>231,816</u>	<u>-</u>	<u>4,700</u>	<u>405</u>	<u>227,521</u>

The Morwenna Hughes Memorial Fund was established under a Trust Deed dated April 1991. Income is for use within Rugby Borough.

Freehold premises gifted by Regenesi TWO on 1 March 2010, on which there is a covenant for the benefit of the Old Town area of Royal Leamington Spa in the event of sale.

19 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Endowment funds	Total funds 2015	Total funds 2014
	£	£	£	£	£
Tangible fixed assets	189,200	-	211,500	400,700	409,800
Fixed Asset Investments	-	-	16,021	16,021	15,616
Current assets	309,553	351,939	-	661,492	714,238
Current liabilities	(112,322)	(21,148)	-	(133,470)	(103,815)
	<u>386,431</u>	<u>330,791</u>	<u>227,521</u>	<u>944,743</u>	<u>1,035,839</u>

20 Operating Lease Commitments

Annual commitments under non-cancellable operating leases were as follows:

	2015 £	2014 £
Leases expiring within 1 year :		
Equipment	521	-
Leases expiring in 2-5 years		
Equipment	773	1,815
	<u>1,294</u>	<u>1,815</u>

WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

NOTES TO THE FINANCIAL STATEMENTS

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RESTRICTED FUNDS

WCAVA

Learn Warwickshire

A Partnership delivering collaborative learning and development for Voluntary and Community sector organisations, communities and individuals in Warwickshire.

Overslade Community Association

Payment for HR support and associated employment costs. WCAVA employs the centre manager and caretaker posts on behalf of Overslade Community Centre.

Practical Community Development

Further funding to deliver the Community Leadership programme.

LINK Discretionary

Funds held on behalf of the LINK Council for expenditure on discrete projects undertaken focused upon specific health and social care issues and concerns in line with the LINK delivery plan and as authorised by the LINK project board.

Building Better Opportunities

Big Lottery funding for building VCSE delivery capacity in Coventry and Warwickshire.

WARWICK

Baron Davenport's Charity

Grants made to individuals who are widows, spinsters or young ladies abandoned by their partners in cases of financial hardship.

Older People in Action

Funds held on behalf of Older People in Action Warwick District - a multi-agency group involving older people and agencies working with or on behalf of older people.

WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

NOTES TO THE FINANCIAL STATEMENTS

31 March 2015

NUNEATON & BEDWORTH

N & B Special Project

Local restricted funds that aim to increase capacity within the community to enable support for vulnerable members and those in most deprived areas.

Baron Davenport's Charity

Grants made to individuals who are widows, spinsters or young ladies abandoned by their partners in cases of financial hardship.

Community Cohesion

Funding for a range of activities and events to help understand and record the state of the third sector across Nuneaton and Bedworth.

Hill Top and Caldwell Big Local Trust

'Getting Started' funding from Big Local Trust to deliver activities and strategies related to the first steps in the Big Local pathway in Hill Top and Caldwell.

N&B Development Trust

Funds allocation for the establishment and management of Nuneaton & Bedworth Development Trust.

WCC Third Part Funding

To provide a third party contribution to local projects which have secured Landfill Tax funding , where this supports the priorities of the County Council

N&B Community Empowerment

Funding to undertake 2 projects - Sector Support and Community map programmes

RUGBY

Baron Davenport's Charity

Grants made to individuals who are widows, spinsters or young ladies abandoned by their partners in cases of financial hardship.

Young Carers

Funds raised and donated whilst the Rugby Young Carers service was delivered by Rugby CVS. These funds are held as a 'grant', which young carers in Rugby may access.

Social Prescribing

A pilot project to establish a social prescribing model in some GP practices in Rugby.

NORTH WARWICKSHIRE

Revolve General Fund

Funds set aside to sustain continuation of project.

Area Forum Peer Mentoring

Funding to train twelve North Warwickshire Year 10 students as peer mentors to enable them to support the same number of younger children at local primary schools.

BEATS Music Project

Funded by Youth Music. Increasing young people's skills, knowledge and life chances and on-going routes to progression within the music industry. Working in partnership with UK record labels, creative arts organisations, youth and community groups, schools and local authorities to provide an integrated, community led approach to project delivery.

Project Nirvana

Big Lottery funding for an inclusive project working with young people aged 16 – 25 across Warwickshire.

WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

NOTES TO THE FINANCIAL STATEMENTS

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3 Villages Youth project
Funding to support running costs of Targeted Youth Support Service.

Big Local Arley & Ansley
Grant awarded by Local Trust for Big Local area for Getting Started funding

CRT Music Project
Delivery of music making workshops and a final theatre performance in Nuneaton

BEATS Diversionary Activity
Funding to provide music making activities as a diversion for young people.

HOECF Comic Relief
Development and expansion of the delivery of the BEATS music project for young people in Nuneaton.

NEW IDEAS

General Fund
Funds set aside to help achieve future independence from WCAVA.

Youth Forum
To enable young people with learning disabilities to make a DVD of their experiences and solutions.

Advocacy
To employ a volunteer coordinator to develop long term partnerships between trained volunteer advocates and people with profound learning disabilities.

Money Management
Santander Foundation grant for the delivery of accessible and interactive financial capability training to adults and young people with learning disabilities.

New Man Stratford
Delivery of various projects with health related outcomes.

New Woman Rugby
Delivery of project with health related outcomes.

College without Walls
Pilot project to provide life and soft skill based courses for people with autism to assist their transition into or retention of independence.

WET

Lafarge
Landfill tax credits parked with WET pending identification of projects.

WREN
Money deposited with WET pending identification of projects.

OTHER LOCAL FUNDS

Small funds held and distributed in the relevant locality as required by the donor.