

YORK COUNCIL FOR VOLUNTARY SERVICE
TRUSTEES' ANNUAL REPORT AND ACCOUNTS
FOR THE YEAR ENDED
31 MARCH 2012



yorkcvs
promoting voluntary action

YORK COUNCIL FOR VOLUNTARY SERVICE
ANNUAL REPORT 2011- 2012

I N D E X	P A G E
TRUSTEES' REPORT	2
RESPONSIBILITIES OF THE BOARD OF TRUSTEES	18
INDEPENDENT AUDITORS' REPORT TO THE MEMBERS	19
INCOME AND EXPENDITURE ACCOUNT	21
STATEMENT OF FINANCIAL ACTIVITIES	22
BALANCE SHEET	23
NOTES TO THE ACCOUNTS	24

TRUSTEES' REPORT

The trustees of York CVS are pleased to present the following report together with the financial statements of the charity for the year ended 31 March 2012. In preparing these reports, the trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in 2005

Registered Office and Principal Address:

Priory Street Centre
15 Priory Street
York
YO1 6ET

Telephone (01904) 621133

Fax (01904) 630361

Email yorkcvs@yorkcvs.org.uk

Website www.yorkcvs.org.uk

A Company Limited by Guarantee No 493550. A Registered Charity No. 225087

The Board of Trustees

Honorary Officers:

Chair

Rosemary Suttill

Vice Chair

Susan Frost

Honorary Treasurer

Alison Shepherd

Trustees

John Hume (resigned Nov 11)

Derek Shaw

John Bettridge

Christina Funnell

Shino Kojima-Mogan

Bob Watson (resigned July 12)

Jessica Grant

Fiona Walker (appointed Sept 11)

Rod Peet (appointed Nov 11)

Richard Wells (appointed May 12)

City of York Councillors David Levene and Paul Healey also joined the Board as Observer Trustees from June 2011 when Councillors Sandy Fraser and Nigel Ayre stood down.

Chief Executive and Company Secretary: Angela Portz

Bankers Unity Trust Bank
Nine Brindley Place
4 Oozells Square

Birmingham
B1 2HB

Auditors JWP Creers LLP
Chartered Accountants
Genesis 5
Church Lane
Heslington
York
YO10 5DQ

Charitable Objects

The charitable objects of York Council for Voluntary Service are

- To work for the benefit of the city of York and its neighbourhood and, in particular, by quickening the spirit of fellowship and social service and undertaking and assisting in social work and activities, and the promotion of social welfare of every kind in the said city and its neighbourhood
- To initiate, promote and assist any schemes, enterprises or activities for the benefit of the inhabitants of the said city and its neighbourhood, or otherwise calculated to advance the practice of good citizenship

Structure, Governance and Management

Throughout its history, York CVS has played an important part in the life of the city and the development of many voluntary organisations that serve its people. It provides a range of services to encourage and support voluntary action and to promote the increasingly important role of the voluntary and community sector in society today. Its funding is a combination of grant funding, contracts and self-generated income.

Governing Document

York CVS was established in 1939. It is a registered charity and a company limited by guarantee, governed by its Memorandum and Articles of Association. These were fully updated and amended at the Annual General Meetings held on 6th November 2008 and 4th November 2009.

Structure and Management of the Charity

The membership of York CVS is made up of Full Members (whose nominated representatives can vote at General Meetings), Associate Members and Individual Members (who can play an active part in the work of the organisation but cannot vote at formal meetings).

The charity is managed by its Board of Trustees, whose members are also the directors of the company, and throughout this report they are collectively referred to as 'the Trustees'. Trustees are appointed at the Annual General Meeting by and from the members' representatives. They have the power to co-opt up to four further trustees who have full voting rights at board meetings. At every AGM, one third of the Trustees

and the co-opted members of the board retire from office but may be re-elected

The Trustees appoint a Chief Executive, who is also the Company Secretary, to manage the operations of the charity. The Board of Trustees meets bi-monthly. In addition there is a permanent Finance Sub-Committee and others are called as required, for example a Staff Sub-Committee. The Chief Executive attends all of the full Board meetings and some sub-committees but is unable to vote. Other members of staff attend meetings when required. The Chief Executive is responsible for ensuring that the services of the CVS are delivered effectively but many day-to-day responsibilities are delegated to other staff as appropriate.

York CVS is a member of the National Association of Voluntary and Community Organisations (NAVCA) and works to the standards of NAVCA's Quality Award.

Trustee Induction and Training

Induction and training is available to all the Trustees, including those nominated, co-opted and those who act as observers. This includes a personal induction with the Chief Executive and Chair, an induction pack containing all relevant documents and one to one or group roles and responsibilities training. This training covers the responsibilities involved in being a trustee and a director of the company, together with an explanation of the work of the charity, the context within which it operates and the mechanisms by which it is funded. This is followed up with further training opportunities, for example a dedicated training session on the detail of the organisation's finances. There are also regular presentations by staff at trustee board meetings on a range of issues to ensure that the Trustees are in the best position to make decisions about the future development of CVS. An example of this during 2011-12 was a briefing for the Trustees on the increase in support for social enterprises.

Volunteers

York CVS is proud to have a number of volunteers who support our activities. Volunteers currently support our work in funding advice, volunteer brokerage, communications and media, representation, developing our chargeable services, and our nursery. Volunteers' time commitments vary, but on a typical week we benefit from the equivalent of several full-time equivalent posts. Our volunteers support us for many and varied reasons. Some are gaining experience to support their job seeking, while others are early retired and wish to continue to contribute to the life of the city.

Risk Management

The Trustees have drawn up a register of the major risks to which the charity is exposed and this is reviewed at least annually. Appropriate systems and procedures have been established to mitigate the risks that have been identified, and internal controls have been designed to minimise risks within the CVS and its projects.

Related Parties

Since elected Trustees are also either trustees or staff of member organisations, these organisations are defined as 'related parties'. All services are provided by York CVS to all organisations equally, whether or not they are 'related parties' or indeed whether

or not they are members, although membership is encouraged. Trustees and the Senior Management Team are asked to complete a declaration of related parties on an annual basis

Core Functions of York CVS

The core functions of York CVS include the following:

- It offers advice, information and training on any aspect of running a voluntary or community organisation, and a range of support services
- It helps new groups to get started and established ones to work more efficiently.
- It encourages volunteering by members of the public and promotes good practice in volunteer management through its Volunteer Centre.
- It acts as a link with statutory bodies to ensure that the views of voluntary and community organisations are taken into account in the planning and delivery of services
- It promotes working in partnership with public bodies and is itself an active member of several partnerships in York, including the Local Strategic Partnership on which it represents the voluntary sector
- It takes a lead in the York Compact, which sets out accepted principles and good practice in the relationship between voluntary and community organisations and public bodies
- It provides fully accessible office space, conference facilities and meeting rooms in Priory Street Centre.

68% of the total expenditure of the charity is the payment of salaries of its staff. This includes some services including the Independent Living Scheme (ILS) and the Priory Street Nursery, which are not included in the 'core functions' of York CVS, but which are important charitable activities incurring considerable expenditure. The expenditure of the ILS is largely met by the City of York Council which commissions the service under contract. The costs of the nursery are met by payments from the individual users of the service. Income for the 'core work' of York CVS, as set out later in this report, is similarly split mainly between the payment of the salaries of staff delivering the services and the costs of the overheads and materials associated with their work

The Public Benefit of York CVS

The need to meet the Charity Commission's requirement for charities to have regard to its guidance on Public Benefit is taken into account by staff and trustees when planning the organisation's activities. These activities and the achievements and performance of York CVS during the year under review are described below. Whilst some of our charitable activities help the public directly, such as the Volunteer Centre, the Nursery and the Independent Living Scheme, most focus on helping front line voluntary and community organisations in York to carry out their work with the public more effectively. This provides benefit to the public in York in an indirect way.

Many of our support services are provided free to voluntary and community organisations regardless of whether they are members of the CVS. We charge for some, notably office rentals, room hire and training, but charges are always at an affordable level and are below market value, with charges regularly reviewed. York

CVS always takes great care to ensure that its services can be accessed by all members of the public, and all eligible groups regardless of their size or income

Strategic Plan

During 2011-12 we have responded to the changing economic environment by considering our financial stability and sustainability. We have discussed use of reserves, considering how we might use some reserves to assist the enhancement of our future capability and capacity. We have looked at ways in which we can generate income from our chargeable services in order to maintain core support and development services which are free at the point of delivery. We held a facilitated session with some staff and trustees in December 2011 to look at ways of increasing the income of the Priory Street Centre and a broader session with all Trustees in February 2012.

In February 2012 we were successful in our bid for Transforming Local Infrastructure funding. This is Cabinet Office funding administered by Big Fund. The project is called 'Making Infrastructure Everyone's Business'. The aim of the funding is to support local infrastructure organisations to become more enterprising and efficient, and to work with other partners to improve the local support offer for front line groups. We have entered into a formal partnership agreement with York Cares, the employee volunteering charity based in York, and Knaresborough-based Your Consortium, who specialise in supporting organisations to gain new business through contracting. We will also work with a range of other specialist partners to improve other areas of support, including specialist support for the children and young people's sector, and looking at new ways of providing and funding volunteering infrastructure.

Towards the end of this financial year we are in discussions with City of York Council and the voluntary sector to secure Oliver House, a former older people's care home, for use by the sector as a health and social care hub. This is likely to be a combination of office space, shared space from which services to the public can be provided, and a café run as a social enterprise.

Quality Standards

In December 2011 we renewed our Quality Award with our national body, the National Association for Voluntary and Community Action (NAVCA). The auditor interviewed a number of staff, volunteers, service users and stakeholders. The final report noted the following:

'Statutory bodies welcome and support the representative work of the CVS. They regard the CVS as a critical friend and appreciate that whilst not always agreeing, the CVS always presents arguments in a constructive and helpful way.'

The Volunteer Centre's Quality Award with Volunteering England was also renewed in January 2012. This is a quality framework for Volunteer Centres, specifically addressing the delivery of six core functions of volunteering infrastructure at a local level.

- Brokerage
- Marketing volunteering
- Good practice development
- Developing volunteering opportunities
- Policy response and campaigning
- Strategic development of volunteering

The assessment process involved submitting an evidence portfolio, and included interviews with customers of the Volunteer Centre. Changes were made to some of the Volunteer Centre processes during the submission process, for example the methods used to gather service user feedback

Activities and services to groups

This has been a mixed year for the voluntary and community sector in York. We know that some organisations have secured new funding and new opportunities, and we have seen a number of organisations celebrate their 20th anniversaries, including York Racial Equality Network, Brunswick Organic Nurseries and the Healing Clinic. At the same time some are experiencing an increase in demand for their services at a time when funding is very hard to come by. Others are adjusting to new business models to meet the requirements of new policy changes such as personalisation

Priory Street Centre

Demand for our Priory Street Centre office space remains robust, and we were pleased to welcome new licensees Victim Support and Barnardos this year. 368 different organisations booked meeting rooms for a total of 2,255 meetings with 97% of customers rating the service as excellent or good. During 2012-13 we will invest in improving our main hall and conference facilities

Children, Young People and Families

The work of the Development Officer (Children, Young People and Families) has covered support to a wide range of organisations, most notably a significant increase in support to Early Years and childcare settings. The need for this support can be summarised by

- A change in York's Primary Admission Policy (children being admitted earlier to reception classes at the beginning of the academic year in which they reach their fifth birthday, therefore spending less time in pre-school playgroup)
- A lack of business skills and business planning across playgroups and out of school clubs.
- Ofsted requirements around staff/children ratios, meaning that funded sessions are not flexible and are offered in block sessions
- Increased use of informal childcare, as parents/carers seem less willing to commit to formal childcare to save on costs
- High trustee turnover leading to instability (parents are the trustees, hence they move on when the children move on).

- Invisible trustee boards where the organisation is actually being managed and administered solely by the paid manager rather than the trustees, who rarely meet.

We are working with City of York Council to increase the sustainability support on offer to these groups.

Funding Advice

Our Funding Advice Service remains in great demand in these challenging economic times. In 2011/12 the cost of the service was £27,394. It directly supported 109 voluntary and community organisations ranging from parent and toddler groups to enterprises with multi-million pound turnover to attract a total of £804,871 during the year through individual advice sessions and development work. The service delivered 70 individual sessions of funding training through the Funding Training Programme with support from the Strategy and Development Officer at City of York Council. The funding adviser was instrumental in organising and delivering the Funding Landscapes conference, nationally recognised as an exemplar of good practice of sustainable funding.

Community Accounting and Payroll

We have continued to provide accounting services to community groups, enabling them to concentrate on their services to the public, along with a not-for-profit payroll service. The comprehensive service includes the payment of salaries, the calculation and payment of PAYE, pensions and other deductions, and the production of year-end legal requirements. In June 2012 we were providing the payroll service for 66 organisations and paying 346 members of staff on behalf of their employers. Funded by City of York Council, we provided specialist community accounting support to the Early Years sector.

Information and Development

York CVS provides a range of information and development services to voluntary and community organisations. These include help with setting up a new voluntary or community group, regular information updates, training, and funding advice. Trustees of 18 different charities took part in roles and responsibilities training to enable them to improve the governance of their organisations. Safeguarding training was delivered to all CVS staff and volunteers, as well as personnel from six other charities in the city.

The range of organisations supported with specialist advice included those working with children, young people and families, those specialising in health and social care issues, the environment, sport, music, heritage, equalities and the arts – demonstrating the breadth and vibrancy of the voluntary sector in York.

The development officer has worked with more than 50 different voluntary groups and social enterprises. One of these groups was the Alan Bott Centre. During 2011 the Multiple Sclerosis (MS) Society decided to sell off Woodlands Respite Care Centre in York. A group of like-minded people from York and the surrounding area decided that

the loss of such a facility would create significant difficulties for those who had used the facility over the previous 20 years. They decided to take steps that would result in some form of replacement centre. The group also recognised that those with MS were not the only ones who were in need of some form of respite facility and therefore decided to include others with neurological conditions as part of the remit. York CVS development officer Sian Balsom supported the group with achieving company status and to be accepted by The Charities Commission as a registered charity.

Partnerships

CVS co-ordinates a number of Forums in order for groups to come together, share good practice, collate and pass on their views to statutory bodies. The Voluntary Sector Strategic Forum continues to flourish, attracting new participants from a range of voluntary organisations to discuss issues such as the new Health and Wellbeing Board (where representation from the voluntary sector was agreed), the Voluntary Sector Strategy and the Compact. The Voluntary Sector Forums for Learning Difficulties, Mental Health, and Older and Disabled People continued to meet for the year and covered a range of relevant topics, including sharing confidential data and issues faced by parents with learning difficulties. Shiny (Social and Healthcare Information Network and Engagement in York) continues to meet, to share information and discuss health and social care issues in the city. The V0-19CE Network (for organisations working with children, young people and families), the Buildings Managers' Network and the Social Enterprise Network continue to meet to share expertise and good practice. We continue to be heavily involved with the Local Strategic Partnership and continue the team-to-team meetings with the local authority Chief Executive and Directors, and relevant people from the voluntary and community Sector. Key topics covered there have included personalisation.

Volunteer Centre

The Volunteer Centre suffered a reduction in income and posts with the end of the Local Area Agreement and 'v' funding in March 2011. Staff posts were reorganised, resulting in the creation of three part-time posts:

- A projects manager, allowing for more development work.
- A brokerage post supported by 4 volunteers.
- A volunteering manager post that is supported by 2 volunteers.

Main activities of the team in the last year included

- Delivery of a brokerage service with nearly 3,000 enquiries from potential volunteers
- Delivery of an advice service to 25 organisations (policies/procedures/setting up a volunteer programme)
- Delivery of volunteer management training to 24 volunteer managers
- Working as a key partner in developing the York Charter for Volunteering, a framework of standards by which to assess and develop volunteering programmes. The Charter will be administered by the Volunteer Centre, and is a potential source of income for the Volunteer Centre.

Other Volunteer Centre activities that provided income for York CVS were:

- Delivery of 12 days of bespoke volunteer management training.
- Support to City of York Council on developing their volunteering programme, with plans to develop and deliver their volunteer management training

A pilot Timebank project was launched in January 2012 in the Westfield ward. Timebank is an informal volunteering platform, where people in geographical areas can swap skills in return for earning time credits. The aim is to recruit 40 members. An evaluation will be undertaken by September 2012 to start to understand its impact on developing social networks in communities, building social capital, reducing social exclusion and improving residents' wellbeing. Funding is currently being sought to make this sustainable in the longer term.

We Are Your Emporium

After the success of commercial pop-up shops trialling new products for markets, the Volunteer Centre brought together a consortium of 12 social enterprises and voluntary organisations to open a social enterprise pop-up shop in York. The aim is to support groups to diversify their income streams through trading. This experiment was possible with the support of York Conservation Trust, who provided the premises on Micklegate rent free for the first six months. Future funding and structure of the management of the project is currently being reviewed. The aim is for the Volunteer Centre to withdraw from the coordinating role and for the organisations to manage the project themselves.

York Independent Living Scheme

The Independent Living Scheme (ILS) offers a range of support services to disabled people who receive Direct Payments, including younger disabled people and carers. Direct Payments enable people to live more independently in the community, either by employing their own staff or contracting with homecare agencies of their choice, to meet their care needs. This includes assistance with staff recruitment, employment legislation, a payroll service and administration. Direct Payments can also be used in other creative ways to improve the quality of people's lives. In 2011-12 the Scheme received 106 new referrals, with 83 of those people taking up a direct payment and becoming ILS scheme users.

Priory Street Nursery

The Priory Street Nursery offers up to 18 places per session for children aged 6 months to 5 years, and provides a high quality service to local parents at an affordable cost. The nursery has been very well attended this year. The children enjoyed dressing up for the Royal Wedding, celebrated the Queen's Diamond Jubilee by creating tea parties and held their own Olympics through displays and outdoor activities.

In May 2011 the nursery had an OFSTED inspection with an overall rating of 'Good' with 'Outstanding' in some areas.

Financial Review

York CVS has an overall surplus of £167,020 as per the Income and Expenditure account. When this is broken down between the different funds on the Statement of Financial Activities it can be seen that the reason for this is the surplus of £242,636 on the Making Infrastructure Everyone's Business. The whole of the grant income of £258,135 from the Big Fund has been recognised in the year, in accordance with the requirements of the Charity Statement of Recommended Practice (SORP), but only £15,499 has been spent in the period to 31 March 2012. The balance of £242,636 will be carried forward and spent over the 18 months of the project to 30 September 2013.

The deficits totaling £81,163 on the Priory Street Centre restricted and designated funds are due to depreciation of the refurbishment costs. York CVS ended the financial year with a small surplus on the core work of £7,471.

There is a manageable core budget deficit of just under £30,000 for the year to 31 March 2013, with negotiations still ongoing on various sources of funding. Statutory funding is likely to be difficult for the next few years as central and local governments work to reduce expenditure. York CVS is also working to reduce expenditure and achieved a reduction of nearly 12% between total costs for the year to 31 March 2012 and the year to 31 March 2011.

York CVS is in the fortunate position of being able to generate substantial income towards funding core work. In the year to 31 March 2012, the Priory Street Centre contributed 40% of core income (if the Big Fund grant for Making Infrastructure Everyone's Business is taken out). Funds generated from services provided to the voluntary and community sector contributed a further 14% of the total, including management charges for project work such as the ILS.

In addition to the Core Work funding detailed above, funding was also received for the ILS and the Nursery. The ILS was funded principally by contract income from the City of York Council, with some additional funding from private individuals. The Nursery was funded principally from fees paid by parents. Details of all funding sources can be found in the accounts.

Reserves Policy

At 31 March 2011 York CVS had £174,038 which can be defined as 'Free Reserves', that is reserves which are not restricted or designated and are not funds which can only be realised by disposing of fixed assets held for charity use.

Reserves are needed by York CVS as some sources of income could be vulnerable in the future. Having an appropriate level of reserves will allow a breathing space to secure alternative income sources. The Trustees consider an appropriate level of reserves to be 3 months' recurring expenditure on the core operations of the CVS. This would enable work to continue whilst alternative income sources were found, or to allow the CVS to close down in an orderly fashion. On the basis of the budgeted expenditure for the year to 31 March 2012 the correct level of free reserves should be £187,000. York CVS plans to increase free reserves each year to reach this level.

Designated reserves have been set aside to provide £120,000 for future repairs to the Priory Street Centre, of which £45,000 will be spent in the year to 31 March 2013 on a refurbishment programme. £130,000 has been designated for timing differences between receipt of income and expenditure on some funding and £189,000 for the development of York CVS as detailed in the Annual Report and Accounts. York CVS needs to keep funds set aside for repairs due to the size of the building and the Grade II listing. The Priory Street Centre Development reserve shown in the accounts represents funds spent on the development of the site and capitalised in fixed assets.

Investment Policy

In November 2011 the Trustees decided to invest a maximum of £400,000 (representing the designated reserves) in the CCLA COIF Charities Investment Fund Income Units. This is a diversified fund which aims to preserve capital while paying a quarterly dividend to unit holders.

An Investment Policy is being prepared by the Trustees to set out their investment objectives, their attitude to risk, and how investments will be managed and monitored.

Plans for Future Periods

The Trustees are in the process of drawing up a strategic plan for the development of the charity over next three to five years. Further details of this process are provided elsewhere in this annual report. The Strategic Plan will not only ensure that the charity focuses its energy and resources on work which is consistent with its aims and objectives, but will also minimise the financial risks and vagaries to which the charity may be susceptible, and to maximise its sustainability.

Funds Held on Behalf of Others as Custodian Trustee and Agent

At 31 March 2012 the charity held funds on behalf of others:

	2012	2011
	£	£
Independent Living Schemes	963,354	955,111
Payroll clients	67,676	93,964
Other organisations	30,696	22,349
	<u>1,061,726</u>	<u>1,071,424</u>

The Independent Living Schemes' funds are held as part of the services provided to clients of those schemes and are used on their behalf to meet authorised expenditure.

Payroll clients' funds are held for organisations using the York CVS payroll service and are used to pay the salaries, HM Revenue and Customs liabilities and pension contributions for their staff.

Funds held on behalf of other organisations are held in order to assist voluntary groups.

in York

All such funds are held in the York CVS bank accounts, but sufficient detail is available within the accounting records to ascertain the balances held at any time.

Small Company Provisions

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

The Annual Report and Accounts were approved by the Board of Trustees on 6th September 2012 and signed on behalf of the Trustees by

A handwritten signature in black ink, appearing to read 'R. Suttill', with a stylized flourish at the end.

Rosemary Suttill
Chair, York CVS

Acknowledgements

In order to meet its objectives, York CVS works closely with a number of other organisations including:

The North Yorkshire & York Forum*, Involve Yorkshire and Humber*, Yorkshire and Humber Volunteer Centre Open Network*, National Association of Voluntary and Community Action*, National Council for Voluntary Organisations, Volunteering England*, York Racial Equality Network, City of York Council, NHS North Yorkshire and York, York Hospitals NHS Foundation Trust, York LINK*, Without Walls Partnership*, Two Ridings Community Foundation.

(*denotes York CVS is a member)

York CVS is grateful for the financial support it received from the following organisations:

Arlish and Chambers, Charles Brotherton Trust, Discuss Bungalows, Dove Trust, JRF Staff Fund, Norman Collinson Trust, Miss D E Creer Trust, William Birch and Sons, WL Pratt Charitable Trust, Yorkshire Building Society Charitable Foundation, Joseph Rowntree Foundation

Thanks also to all the individuals, whose modesty does not permit us to name them, who have supported our work



YORK CVS MEMBERS
1 April 2011 – 31 March 2012

2 nd Chance Training	North Yorkshire Credit Union
2 nd Haxby & Wigginton Scout Group	Lives Unlimited
85 Youth Club	Mainstay
Abbeyfield York Society Ltd	Magnetic Arts
Activ8 Learning	Shaw Trust
Age UK York	Multiple Sclerosis Society (York)
Alne Hall Cheshire Home*	New Earswick Community Association
Alternatives to Violence (York)	North Yorkshire Aids Action
Arc Light Ltd York	Older Citizens Advocacy York (OCAY)
Association for Spina Bifida and Hydrocephalus*	Our Celebration
Avalon*	Peasholme Charity
BASPCAN	Poppleton Community Railway Nursery
British Red Cross*	Poppleton Community Trust
Brunswick Organic Nursery	Poppleton Junior FC
CANDI (Children & Inclusive)	Poppleton Road Memorial Hall
Careers Service - York St John University*	Relate - York and Harrogate
Careers Service University of York*	Pre School Learning Alliance
Caring Expressions	Pact Yorkshire (Children's Society)
Charity of Jane Wright	Remap – York & District Panel
Clementhorpe Community Assoc	Resource Centre for Deafened People
Community Furniture Store York Ltd	Retreat
Community Links Northern*	Rethink (The York Fellowship)
Council for British Archaeology	Richmond Fellowship
Creating Space for You	Rock of York
Crossroads – Harrogate Craven York	Stonham
Dringhouses Out of School Club	RSPB York Office
Family Housing Association (York)	SASH
Family Matters York	SNAPPY
Family Mediation Service - York	Sovereign Park Residents Association
Friendly Film Society for the Disabled	Spurriergate Centre
Friends of Rowntree Park	St Bede's Pastoral Centre
Friends of St Nicholas Field	St Clement's Hall Preservation Trust
Friends of York Hospitals	St. Leonard's Hospice
Fulford Pre-School	St Sampson's Centre for the Over 60s
Hamilton Panthers	York Women's Counselling Service
Haxby & Wigginton Youth & Community Association	Survive
Headway York	The Cooking Rooms C.I C
Healing Clinic	The Stroke Association
Home-start York	Treasure Chest

HSG York	
Huntington Good Neighbours	Tuke Centre
Inclusion Housing	Welfare Benefits Unit
Independent Domestic Abuse Service (IDAS)	Wilberforce Trust
ISARA	Workers Educational Association
Jessie's Fund	YACRO
Joseph Rowntree Charitable Trust*	York Blind & Partially Sighted Society
Making Music	Methodist Housing Association
York & District Citizens Advice Bureau	York Steiner School
York & District Dyslexia Association (YADDA)	York Student Union (University of York)
York & District Mind	York St John University – Higher York
York Against Cancer	New Roads Addictions
York Boxing Club	York Open Planning Forum
York Carers Centre	York Deanery
York Carers Forum	York Playspace
York Cares*	York People First
York Childcare Ltd	York Racial Equality Network
York City Knights Foundation	Inspired Youth
York Coronary Support Group Trust	International Service
York Dispensary	York Wheels
York Home Improvement Agency	York Travellers Trust
York Independent Living Network	Two Ridings Community Foundation*
York Japanese Families Association	YorkRA
York Link*	Yorkshire & Humber Circles (Y&HCOSA)
York Natural Environment Trust	Yorkshire Wildlife Trust
York Older People's Assembly	Yorvik Gateway Club
York One World Linking Association (YOWLA)	YUMI (York Unifying and Multicultural Initiative)

* Denotes Associate Member

RESPONSIBILITIES OF THE BOARD OF TRUSTEES OF YORK CVS

The trustees (who are also directors of York Council for Voluntary Services for the purposes of company law) are responsible for preparing the Trustees Annual 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 trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company at the year end and of its incoming resources and resources expended during that year. In preparing those financial statements the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles of the Charities SORP
- make judgements and estimates that are reasonable and prudent,
- state whether applicable UK accounting standards and statements of recommended practice have been followed subject to any 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 to operate

The trustees are responsible for keeping adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to 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 trustees are aware:

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

The trustees 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

By order of the Board
Rosemary Suttil, Chair

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF YORK COUNCIL FOR VOLUNTARY SERVICE

We have audited the financial statements of York Council for Voluntary Service for the year ended 31 March 2012 which comprise the Statement of Financial Activities, the Income and Expenditure Account, the Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and 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 trustees and auditors

As explained more fully in the Trustees' Responsibilities Statement set out on page 15, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board'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 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 trustees, and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustees' Annual 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 2012 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 requirements of the Companies Act 2006

Opinion on other matter prescribed by the Companies Act 2006

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

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 trustees' remuneration specified by law are not made, or
- we have not received all the information and explanations we require for our audit, or
- the trustees 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.

JWP Creers LLP

DE Dorman (*Senior Statutory Auditor*)

For and on behalf of

JWP Creers LLP, *Statutory Auditor*

Genesis 5

Church Lane

Heslington

York

YO10 5DQ

11 December 2012

JWP Creers LLP is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006

YORK COUNCIL FOR VOLUNTARY SERVICE
INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED
31 MARCH 2012

	2012	2011
	£	£
INCOME		
Donations	4,263	17,270
Interest Receivable	19,738	12,087
Grants and Contracts	711,125	550,254
Rental Income	282,708	274,456
Services to Voluntary Organisations	70,941	62,982
Project Income	136,208	132,850
Other Income	-	3,270
	<hr/>	<hr/>
TOTAL INCOME	1,224,983	1,053,169
EXPENDITURE		
Staff Costs	734,025	805,094
Other Operating Costs	231,727	301,876
Grants Payable	573	100
Depreciation and profit/loss on disposal	91,638	91,637
	<hr/>	<hr/>
TOTAL EXPENDITURE	1,057,963	1,198,707
	<hr/>	<hr/>
Surplus / (Loss) for the Year	167,020	(145,538)
Capital Grants and Donations Received	-	-
Unrealised Gain on Investment	3,621	-
	<hr/>	<hr/>
Net Movement in Funds	170,641	(145,538)
	<hr/>	<hr/>
STATEMENT OF TOTAL RECOGNISED GAINS AND LOSSES	2012	2011
	£	£
Surplus / (Loss) for the year	167,020	(145,538)
Unrealised gain on investment	3,621	-
	<hr/>	<hr/>
Total gains and losses for the year	170,641	(145,538)
	<hr/>	<hr/>

All the activities of the company are classified as continuing

YORK COUNCIL FOR VOLUNTARY SERVICE
STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED
31 MARCH 2012

	Note	Unrestricted funds £	Restricted funds £	MIEB rest fund £	PSC rest fund £	Designated funds £	2011/12 Total funds £	2010/11 Total funds £
Incoming Resources								
Incoming resources from generated funds.								
Voluntary Income		3,668	595	-	-	-	4,263	17,270
Investment Income								
Interest receivable		19,718	20	-	-	-	19,738	12,087
Incoming resources from charitable activities:								
Grants and contracts	3	286,845	166,145	258,135	-	-	711,125	550,254
Rental income		282,708	-	-	-	-	282,708	274,456
Provision of services to voluntary organisations		70,941	-	-	-	-	70,941	62,982
Project income		136,208	-	-	-	-	136,208	132,850
Other income		-	-	-	-	-	-	3,270
Total incoming resources		800,088	166,760	258,135	-	-	1,224,983	1,053,169
Resources Expended								
Costs of generating funds	4	11,920	793	76	-	-	12,789	12,116
Charitable expenditure:								
Core services	4	497,723	166,818	15,223	42,114	39,049	760,927	900,421
Project costs	4	257,884	-	-	-	-	257,884	259,143
Grants payable		73	500	-	-	-	573	100
Governance costs	4	24,067	1,523	200	-	-	25,790	26,927
Total Resource Expended		791,667	169,634	15,499	42,114	39,049	1,057,963	1,198,707
Net incoming/(outgoing) resources before transfers								
		8,421	(2,874)	242,636	(42,114)	(39,049)	167,020	(145,538)
Transfers		5,578	-	-	-	(5,578)	-	-
Net incoming/(outgoing) resources		13,999	(2,874)	242,636	(42,114)	(44,627)	167,020	(145,538)
Unrealised gains on investment assets		3,621	-	-	-	-	3,621	-
Net Movement in Funds		17,620	(2,874)	242,636	(42,114)	(44,627)	170,641	(145,538)
Balances Brought Forward		164,287	30,508	-	468,617	997,729	1,661,141	1,806,679
Balances Carried Forward		181,907	27,634	242,636	426,503	953,102	1,831,782	1,661,141

All the activities of the company are classified as continuing

The company has no recognised gains or losses other than the results for the year as set out above.

YORK COUNCIL FOR VOLUNTARY SERVICE

BALANCE SHEET AT 31 MARCH 2012

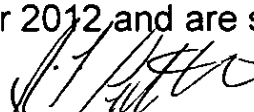
	Notes	£	2012	£	£	2011	£
Fixed Assets							
Long leasehold land and buildings	7			938,498			1,017,288
Equipment				11,479			24,327
Investments	8			303,621			-
				<u> </u>			<u> </u>
				1,253,598			1,041,615
Current Assets							
Debtors	9		219,892			70,898	
Cash at bank and in hand			403,406			604,217	
			<u> </u>			<u> </u>	
			623,298			675,115	
Creditors: amounts falling due within one year	10		(45,114)			(55,589)	
			<u> </u>			<u> </u>	
Net Current Assets				578,184			619,526
				<u> </u>			<u> </u>
Total Assets Less Current Liabilities				1,831,782			1,661,141
				<u> </u>			<u> </u>
Funds							
Unrestricted funds	11		181,907			164,287	
Designated funds	11		953,102			997,729	
			<u> </u>			<u> </u>	
				1,135,009			1,162,016
Restricted funds	12		27,634			30,508	
MIEB Restricted fund	12		242,636			-	
Priory Street Centre restricted fund	12		426,503			468,617	
			<u> </u>			<u> </u>	
				696,773			499,125
				<u> </u>			<u> </u>
				1,831,782			1,661,141
				<u> </u>			<u> </u>

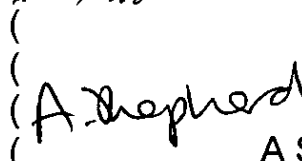
Registered number 493550

These financial statements have been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006 and the Financial Reporting Standard for Smaller Entities (effective April 2008)

These financial statements were approved by the directors and authorised for issue on 6th September 2012 and are signed on their behalf by.

Directors

 R Suttil

 A Shepherd

YORK COUNCIL FOR VOLUNTARY SERVICE NOTES TO THE ACCOUNTS - 31 MARCH 2012

1. Accounting Policies

Basis of accounting

These accounts have been prepared under the historical cost convention in accordance with applicable accounting standards, the Companies Act 2006 and the Statement of Recommended Practice "Accounting and Reporting by Charities" issued in March 2005

Fund accounting

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

Designated funds are unrestricted funds set aside by the Board of Trustees for specific future purposes or projects

Unrestricted funds are funds which can be used in accordance with the charitable objects at the discretion of the trustees

Incoming resources

All incoming resources are included in the SOFA when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. Where a funder specifies that income must be used in future accounting periods it is carried forward as deferred income.

Resources expended

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure includes any VAT which cannot be fully recovered as part of the expenditure to which it relates

Costs of generating funds comprise the costs associated with the preparation of funding applications and of attracting voluntary income

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

Governance costs include those costs associated with meeting the constitutional

and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.

All costs are allocated between the expenditure categories of the SOFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis as set out in note 4.

Tangible fixed assets and depreciation

Tangible fixed assets costing more than £2,000 are capitalised and included at cost including any incidental expenses of acquisition.

Depreciation of tangible fixed assets is provided at the following annual rates in order to write off each asset over its estimated useful life:

Leasehold improvements	5%
Equipment	25%

Investments

Investments are stated at market value at the balance sheet date. The SOFA includes the net gains and losses arising on revaluation and disposals throughout the year.

Pension costs

The charity makes contributions to multi employer pension schemes and to employees' personal pension plans. Contributions are charged as expenditure in the year in which they are incurred.

2 Legal Status of the Charity

The charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding-up is limited to 25p.

YORK COUNCIL FOR VOLUNTARY SERVICE **NOTES TO THE ACCOUNTS - 31 MARCH 2012**

3 Grants and Contracts

	Unrestricted Funds £	Restricted funds £	MIEB rest fund £	PSC rest fund £	Designated funds £	Total funds 2011/12 £	Total funds 2010/11 £
City of York Council	240,241	-	-	-	-	240,241	215,108
CYC Early Intervention Fund	-	40,000	-	-	-	40,000	30,000
CYC Youth Service	-	-	-	-	-	-	10,000
CYC LAA Delivery Fund	-	-	-	-	-	-	41,000
CYC 14 – 16 Community Service Pilot	-	-	-	-	-	-	20,000
CYC Nursery Capital Expenditure	-	-	-	-	-	-	660
CYC Better Play	-	12,000	-	-	-	12,000	-
NHS North Yorkshire and York	42,004	-	-	-	-	42,004	46,419
Altogether Better Project	2,320	-	-	-	-	2,320	-
Department of Work & Pensions v	-	-	-	-	-	-	3,562
York Pride	-	2,000	-	-	-	2,000	74,000
Capacity Builders	-	-	-	-	-	-	-
Big Lottery Fund	-	-	-	-	-	-	1,030
Community Accounting	-	-	-	-	-	-	-
Network North Yorkshire	-	87,627	-	-	-	87,627	86,158
Funding Advice	-	14,518	-	-	-	14,518	14,095
Awards for All - Funding Conference	-	10,000	-	-	-	10,000	-
Big Fund - Making Infrastructure	-	-	-	-	-	-	-
Everyone's Business	-	-	258,135	-	-	258,135	-
National Association for Voluntary and Community Action (NAVCA)	-	-	-	-	-	-	2,781
Yorkshire and the Humber Forum	-	-	-	-	-	-	3,720
North Yorkshire Police – Why Should They?	-	-	-	-	-	-	1,721
North Yorkshire and York Forum	1,980	-	-	-	-	1,980	-
National Association for Voluntary and Community Action	300	-	-	-	-	300	-
	<u>286,845</u>	<u>166,145</u>	<u>258,135</u>	<u>-</u>	<u>-</u>	<u>711,125</u>	<u>550,254</u>

YORK COUNCIL FOR VOLUNTARY SERVICE **NOTES TO THE ACCOUNTS - 31 MARCH 2012**

4. Resources Expended

	Unrestricted Funds £	Restricted funds £	MIEB rest fund £	PSC rest fund £	Designated funds £	Total funds 2011/12 £	Total funds 2010/11 £
Costs of generating funds							
Direct Costs							
Staff Costs	5,683	378	36	-	-	6,097	5,466
Other Costs	390	26	2	-	-	418	5
Support Costs							
Staff Costs	5,065	337	33	-	-	5,435	5,646
Other Costs	701	47	4	-	-	752	909
Depreciation	81	5	1	-	-	87	90
	<u>11,920</u>	<u>793</u>	<u>76</u>	<u>-</u>	<u>-</u>	<u>12,789</u>	<u>12,116</u>
Core Services							
Direct Costs							
Staff Costs	310,460	81,068	739	-	-	392,267	449,430
Other Costs	92,754	67,546	9,425	-	-	169,725	240,343
Depreciation	439	4,860	-	42,114	39,049	86,462	86,485
Support Costs							
Staff Costs	78,487	8,976	4,737	-	-	92,200	100,991
Other Costs	12,213	4,036	274	-	-	16,523	19,177
Depreciation	3,370	332	48	-	-	3,750	3,995
	<u>497,723</u>	<u>166,818</u>	<u>15,223</u>	<u>42,114</u>	<u>39,049</u>	<u>760,927</u>	<u>900,421</u>
Project Costs							
Direct Costs							
Staff Costs	197,749	-	-	-	-	197,749	201,614
Other Costs	33,524	-	-	-	-	33,524	29,410
Depreciation	-	-	-	-	-	-	-
Support Costs							
Staff Costs	20,803	-	-	-	-	20,803	22,807
Other Costs	4,602	-	-	-	-	4,602	4,359
Depreciation	1,206	-	-	-	-	1,206	953
	<u>257,884</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>257,884</u>	<u>259,143</u>
Governance costs							
Direct Costs							
Staff Costs	12,578	796	105	-	-	13,479	13,599
Other Costs	4,707	298	39	-	-	5,044	6,243
Support Costs							
Staff Costs	5,594	354	47	-	-	5,995	5,542
Other Costs	1,063	67	9	-	-	1,139	1,429
Depreciation	125	8	-	-	-	133	114
	<u>24,067</u>	<u>1,523</u>	<u>200</u>	<u>-</u>	<u>-</u>	<u>25,790</u>	<u>26,927</u>

The Senior Management team, Finance Manager and Office Administrator salaries have been charged directly to cost of generating funds and governance costs

Support costs have been allocated on the basis of an estimate of staff time spent on those activities

Staff costs include salaries, staff expenses and training and recruitment costs

Other costs include all other costs of providing core and project services, mainly office and establishment costs, including irrecoverable VAT

Core Services are services supplied as part of the Core work of the CVS to voluntary and community organisations. These include payroll administration, information and development, community accounting, volunteering advice and support etc. More details of Core work are provided in the Trustees' Annual Report

Projects are other pieces of work carried out by the CVS. These are the Independent Living Scheme and the Priory Street Centre Nursery. More details about the projects are provided in the Trustees' Annual Report.

5 Net Incoming Resources for the Year

This is stated after charging	2012 £	2011 £
Depreciation	91,638	91,637
Auditors' remuneration		
Audit	3,842	3,998
Other services	-	1,872
	<u> </u>	<u> </u>

YORK COUNCIL FOR VOLUNTARY SERVICE

NOTES TO THE ACCOUNTS - 31 MARCH 2012

6 Staff Costs

The average weekly number of employees during the year, most of whom were part-time, was

	2012	2011
Average number of employees	39	43
Full time equivalents	28	31
	<u> </u>	<u> </u>
	£	£
Salaries	638,861	693,562
Social security costs	50,281	57,297
Pension costs	29,643	29,432
	<u> </u>	<u> </u>
	718,785	780,291
	<u> </u>	<u> </u>

No employee was paid a salary in excess of £60,000 pa.

None of the trustees or any person connected with them received any remuneration from the charity

Expenses totalling £269 were paid to Trustees over the year

7 Tangible Fixed Assets

	Leasehold Improvements £	Equipment £	Total £
Cost or Valuation			
At 1 April 2011	1,575,665	103,220	1,678,885
Disposals	-	(9,468)	(9,468)
	<u> </u>	<u> </u>	<u> </u>
At 31 March 2012	1,575,665	93,752	1,669,417
	<u> </u>	<u> </u>	<u> </u>
Depreciation			
At 1 April 2011	558,377	78,893	637,270
Provision for year	78,790	12,848	91,638
Disposals	-	(9,468)	(9,468)
	<u> </u>	<u> </u>	<u> </u>
At 31 March 2012	637,167	82,273	719,440
	<u> </u>	<u> </u>	<u> </u>
Net book value at 31 March 2012	938,498	11,479	949,977
	<u> </u>	<u> </u>	<u> </u>
Net book value at 31 March 2011	1,017,288	24,327	1,041,615
	<u> </u>	<u> </u>	<u> </u>

YORK COUNCIL FOR VOLUNTARY SERVICE **NOTES TO THE ACCOUNTS - 31 MARCH 2012**

8. Fixed asset investments	2012	2011
	£	£
Additions	300,000	-
Net investment gains	3,621	-
	<hr/>	<hr/>
Market value at 31 March 2012	303,621	-
	<hr/>	<hr/>
Historical cost	300,000	-
	<hr/>	<hr/>
UK listed investments are represented by		
COIF Charities Investment Fund	303,621	-
	<hr/>	<hr/>
 9 Debtors	 2012	 2011
	£	£
Trade debtors	69,940	70,698
Other debtors	9,162	200
Accrued income	140,790	-
	<hr/>	<hr/>
	219,892	70,898
	<hr/>	<hr/>
 10 Creditors: amounts falling due within one year	 2012	 2011
	£	£
Trade creditors	12,211	20,094
Income tax, national insurance and VAT	12,704	19,271
Other creditors	11,659	8,732
Accruals	8,540	7,492
	<hr/>	<hr/>
	45,114	55,589
	<hr/>	<hr/>

YORK COUNCIL FOR VOLUNTARY SERVICE NOTES TO THE ACCOUNTS - 31 MARCH 2012

11 Unrestricted Funds

	Balance 1 4 2011 £	Incoming £	Outgoing £	Investment gains £	Transfers £	Balance 31 3 2012 £
Designated funds						
Priory Street Centre						
Future maintenance	104,851	-	-	-	(34,463)	70,388
Renewal Fund	-	-	-	-	49,463	49,463
Development Fund	553,417	-	(39,049)	-	-	514,368
CVS Development Fund	188,866	-	-	-	-	188,866
Holding Fund	150,595	-	-	-	(20,578)	130,017
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total	997,729	-	(39,049)	-	(5,578)	953,102
Unallocated funds	164,287	800,088	(791,667)	3,621	5,578	181,907
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total	1,162,016	800,088	(830,716)	3,621	-	1,135,009
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

The Future Maintenance Reserve has been set aside to provide for future repairs to the Priory Street Centre, a Grade II listed building.

At 31 March 2012 part of the Future Maintenance Reserve for the Priory Street Centre was set aside in a Renewal Fund for repair and renewal work over a 5 year cycle, leaving the remaining fund to be spent on longer term work over a 25 year cycle. The Priory Street Centre is a Grade II listed building.

The Priory Street Centre Development Fund represents funds spent on the development of the site and capitalised in fixed assets.

The CVS Development Fund is for the development of the CVS as detailed in the Trustees Annual Report.

The Holding Fund has been set up due to project timing differences and represents fund balances and funds received for a period extending beyond the year end but which do not meet the definition of deferred income.

Transfers represent designation of funds.

YORK COUNCIL FOR VOLUNTARY SERVICE

NOTES TO THE ACCOUNTS - 31 MARCH 2012

12 Restricted Funds

The income funds of the charity include restricted funds held to be applied for specific purposes

	Balance 1 4 2011 £	Incoming £	Outgoing £	Transfers £	Balance 31 3 2012 £
Funding Advice Project	-	29,518	(27,268)	-	2,250
Funding Conference	-	10,000	(10,000)	-	-
York Compact Expenses Fund	1,021	3	(7)	-	1,017
York Award	6,796	17	-	-	6,813
Children, Young People and Families	-	37,000	(37,000)	-	-
Computers	1,755	-	(878)	-	877
Community Accounting Network					
North Yorkshire	12,973	87,627	(88,016)	-	12,584
Colin Stroud Award	-	595	(500)	-	95
York Pride Grant	-	2,000	(1,983)	-	17
Equipment Hire	3,506	-	(1,753)	-	1,753
Nursery Play and Computer Equipment	4,457	-	(2,229)	-	2,228
	<u>30,508</u>	<u>166,760</u>	<u>(169,634)</u>	<u>-</u>	<u>27,634</u>
Making Infrastructure Everyone's Business	-	258,135	(15,499)	-	242,636
Priory Street Centre	468,617	-	(42,114)	-	426,503
	<u>499,125</u>	<u>424,895</u>	<u>(227,247)</u>	<u>-</u>	<u>696,773</u>

Making Infrastructure Everyone's Business is an eighteen month project funded by the Big Fund to support transformational activities in the voluntary sector, such as pooling resources, sharing services and forming better links with local businesses

The Funding Advice Project helps voluntary and community groups to access funding opportunities

The York Compact expenses fund may be used to off-set expenses incurred by any of the parties involved in the York Compact.

York Award is to provide training bursaries to workers in voluntary organisations in the City of York.

The Children, Young People and Families project supports voluntary and community groups working with children and families by providing development advice and building a voice for these groups.

Computers relates to specific grants received for computer equipment

The Community Accounting Network North Yorkshire (CANNY) is funded by the Big Lottery Fund and aims to improve the levels of knowledge and understanding

of voluntary and community organisations' financial management and capabilities

The Colin Stroud Award is a small fund paying an annual grant to an organisation, nominated by CVS staff from the groups they have worked with over the year

Equipment Hire relates to specific grants received for fundraising and other equipment to be loaned to voluntary and community organisations

Nursery Play and Computer Equipment is funding for the purchase of outside play and computer equipment for the Priory Street Centre Nursery

Priory Street Centre - the conversion of a redundant school building as a centre for the voluntary sector in York

13 Analysis of Net Assets between Funds

	Un- restricted funds £	Designated funds £	Restricted funds £	MIEB rest fund £	PSC rest fund £	Total funds £
Fund balances at 31 March 2012 are represented by						
Tangible Fixed Assets	4,248	514,368	4,858	-	426,503	949,977
Investments	3,621	300,000	-	-	-	303,621
Current Assets	209,084	138,734	23,860	251,620	-	623,298
Current Liabilities	(35,046)	-	(1,084)	(8,984)	-	(45,114)
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total Net Assets	181,907	953,102	27,634	242,636	426,503	1,831,782
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

**YORK COUNCIL FOR VOLUNTARY SERVICE
NOTES TO THE ACCOUNTS - 31 MARCH 2012**

14. Related Party Transactions

Due to the nature of the charity's operations and the composition of the Board of Trustees (being representatives of member organisations) it is inevitable that transactions may take place with organisations in which a member of the Board of Trustees may have an interest. All transactions involving organisations in which a member of the Board of Trustees may have an interest are conducted at arm's length and in accordance with the charity's normal financial procedures

15 Contingent Liabilities

Some staff are members of a multi employer defined benefit pension scheme run by The Pensions Trust. The charity is unable to identify its share of the underlying assets and liabilities in the scheme on a consistent and reasonable basis. The scheme is therefore accounted for as a defined contribution scheme.

There is a potential liability to meet deficits on funding for the defined benefit scheme if at any time York CVS ceases to have active members of the Pensions Trust. On 31 March 2012 the potential liability was advised as being around £222,858 (September 2010: £118,000)

In addition to the potential liability if York CVS ceases to have active members, York CVS has been advised that annual contributions will increase by £8,546 per annum from 1 April 2013

**YORK COUNCIL FOR VOLUNTARY SERVICE
NOTES TO THE ACCOUNTS - 31 MARCH 2012**

16. Funds Held on Behalf of Others as Custodian Trustee and Agent

At 31 March 2012 the charity held funds on behalf of others:

	2012 £	2011 £
Independent Living Schemes (agent)	963,354	955,111
Payroll clients (agent)	67,676	93,964
Other organisations (custodian trustee)	30,696	22,349
	<hr/>	<hr/>
	1,061,726	1,071,424
	<hr/>	<hr/>

York CVS acts as a non-principal agent for the Scheme Users and the City of York Council with respect to the Independent Living Scheme project

The Independent Living Schemes' funds are held as part of the services provided to clients of those schemes and are used on their behalf to meet expenditure as per the agreements between the Scheme Users and the City of York Council or in accordance with expenditure authorised by the Scheme User.

York CVS acts as a non-principal agent for organisations using the York CVS payroll service. These funds are used to pay the salaries, HM Customs and Revenue liabilities and pension contributions for their staff.

Funds held on behalf of other organisations are held in order to assist voluntary groups in York

All such funds are held in the York CVS bank accounts and are not reflected on the Balance Sheet