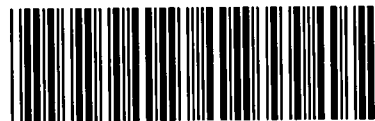


Registered number: 00493550
Charity number: 225087

YORK CENTRE FOR VOLUNTARY SERVICE
(A Company Limited by Guarantee)
TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

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YORK CENTRE FOR VOLUNTARY SERVICE
(A Company Limited by Guarantee)

CONTENTS

	Page
Reference and Administrative Details of the Charity, its Trustees and Advisers	1
Chairman's Statement	2 - 3
Trustees' Report	4 - 15
Trustees' Responsibilities Statement	16
Independent Auditor's Report on the Financial Statements	17 - 20
Statement of Financial Activities	21
Balance Sheet	22 - 23
Statement of Cash Flows	24
Notes to the Financial Statements	25 - 48

YORK CENTRE FOR VOLUNTARY SERVICE
(A Company Limited by Guarantee)

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 MARCH 2021**

Trustees	David Harbourne, Chair Lesley Hayward (appointed 14 October 2020) Jonah Hebron Matthew Knight Luke Norbury Katie Speed Paul Tyack (resigned 16 December 2020) Benjamin Vulliamy Thomas Waring (resigned 16 December 2020) Richard Weston, Treasurer Rachel Jane Hicks (appointed 16 December 2020) Evangeline Tsao (appointed 16 December 2020)
Company registered number	00493550
Charity registered number	225087
Registered office	15 Priory Street York YO1 6ET
Chief executive officer	Alison Semmence
Independent auditor	Armstrong Watson Audit Limited Chartered Accountants and Registered Auditors Third Floor 10 South Parade Leeds LS1 5QS
Bankers	Unity Trust Bank Nine Brindley Place 4 Oozells Square Birmingham B1 2HB Shawbrook Bank Lutea House Warley Hill Business Park The Drive Great Warley Brentwood CM13 3BE

YORK CENTRE FOR VOLUNTARY SERVICE
(A Company Limited by Guarantee)

CHAIRMAN'S STATEMENT
FOR THE YEAR ENDED 31 MARCH 2021

The Covid-19 pandemic struck in March 2020, at the very end of our last financial year. It had a profound impact on all of us.

With clear-sighted leadership from our Chief Executive, Alison Semmence, York CVS adapted remarkably quickly. With our team mostly working from home, we provided support to our members, helped people in need, represented the voluntary, community and social enterprise sector in a wide variety of forums and promoted social action which benefitted people and communities across the city of York. Working non-stop is exhausting, and I am in awe of the energy, drive and vision everyone at York CVS has shown in this challenging year. Through their dedication and hard work, we have made a real difference to people's lives through welfare calls and arranging deliveries of vital food and medications for people isolating at home, while continuing to deliver "business as usual" - or as close to that as we could manage in the circumstances!

Looking at the wider picture, the sector has had a tough year. Fundraising has been a huge challenge for many charities and voluntary groups, leading to some heart-wrenching decisions about staffing and future plans. Many volunteers stepped back from their normal roles, either because services, museums and charity shops were forced to close during lockdown, or because the volunteers themselves were at risk from Covid-19 and needed to self-isolate.

At the same time, the pandemic encouraged vast numbers of people to step up and support their neighbours and people in need. We heard wonderful stories about communities coming together spontaneously to help out, and thousands of people registered as volunteers with City of York Council and the NHS.

The challenge will be to maintain this spirit of community as we emerge from the pandemic, while helping people to come back to volunteering as their personal circumstances allow. We are ready to help, not least through our new Volunteer Centre which was launched in 2020 with generous support from the Big Lottery Community Fund.

Similarly, we are ready to help the sector recover and rebuild. We will continue to provide information and advice, and will step up our training and professional development programmes alongside networking events and sessions focusing on topical issues.

Before the pandemic started, we had already decided to carry out a full strategic review. We started the process in August 2020 with two events for staff and trustees before carrying out an initial consultation exercise with members and partners. The results informed a series of focus group discussions which helped us decide future priorities. The strategic plan 2021-26, formally adopted in June 2021, commits us to

- Support our members by providing information, advice, training, networking and representation
- Promote volunteering of all kinds, from one-off opportunities to long-term links
- Tackle the causes of poverty in York
- Tackle loneliness and encourage a sense of community
- Help people stay well and feel well

To support these aims, we will:

- Promote equality, diversity and opportunities for all, in everything we do
- Reach out to people with direct, first-hand experience and together find the best ways to make a real and lasting difference: we will co-design, co-produce, co-deliver and empower
- Work in partnership: we can only deliver our plan by working closely with our members and with partners in the public and private sectors

YORK CENTRE FOR VOLUNTARY SERVICE
(A Company Limited by Guarantee)

CHAIRMAN'S STATEMENT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

During the year, two long-standing trustees stood down. Paul Tyack was vice-chair of trustees when I joined the board, and was a great support to me as I settled in. Both he and our other retiring trustee, Tom Waring, brought insight, ideas and understanding to the board, and we will miss them both. In their place we welcomed not two, but three new trustees: Lesley Hayward, Rachel Hicks and Evangeline Tsao. It can't have been easy for them to join a board via Zoom, but they have already made extremely valuable contributions and I look forward very much to working with them in the years to come.

David Harbourne, Chair
Date: 8 December 2021

YORK CENTRE FOR VOLUNTARY SERVICE
(A Company Limited by Guarantee)

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2021

The Trustees of York CVS are pleased to present this annual report together with the financial statements of the Charity for the year ended 31 March 2021.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102, effective 1 January 2019).

The Trustees have paid due regard to the requirements to act for the public benefit and are fully satisfied that the activities of the Charity meet all of the Charity Commission's guidance on public benefit on exercising their powers or duties.

In 2020, the Trustees initiated a review of York CVS's charitable aims and objectives. An extensive programme of consultation with members, partners and stakeholders took place in the first few months of 2021, culminating in a new strategic plan which was formally adopted after the year end. Key elements of the new strategic plan are outlined later in this report.

Objectives

The charitable objects of York CVS are set out as follows in the Memorandum and Articles of Association:

- To work for the benefit of the City of York and its environs, 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 environs
- To initiate, promote and assist any schemes, enterprises or activities for the benefit of the inhabitants of the said City and its environs, or otherwise calculated to advance the practice of good citizenship
- To promote, assist and encourage the advancement of education in the City of York and its environs and especially on matters concerning social welfare
- To recruit, support and broker opportunities for volunteers; to assist them in doing such volunteering, and to act as a focus for personal service for the public good
- To provide information and advice for those who may be in need of it and to act as the neighbourly counsellor and helper of any persons who may be in difficulty or distress
- To enhance the development and education of children primarily under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups and by offering appropriate play, education and care facilities, family learning and extended hours groups, together with the right of parents to take responsibility for and to become involved in the activities of such groups; in particular through the Priory Street Nursery*

**As noted in our last annual report, we took the difficult decision to close Priory Street Nursery in March 2020.*

The Memorandum and Articles of Association provide that voluntary, community and social enterprise organisations (VCSOs) with a presence in York CVS's area of benefit, which represent or act for the benefit of the community, and which meet such other criteria as established by York CVS, may be admitted as full members. Each full member may appoint a representative to represent them at York CVS general meetings.

Introduction to York CVS

York CVS is a social action organisation. This means we take steps to make positive change, challenge issues and grow new ideas which strengthen communities. Since 1939, York CVS has supported thousands of local charities, voluntary and community organisations and social enterprises to do just this. We help them focus on what they do best – making a difference for individuals and their communities.

YORK CENTRE FOR VOLUNTARY SERVICE
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

The Articles of Association of York CVS set out a number of objectives which are summarised here:

- To work for the benefit of the City of York and its environs, and, in particular, by quickening the spirit of fellowship and social service
- To advance the practice of good citizenship
- To promote and assist the advancement of education
- To recruit, support and broker opportunities for volunteers and assist them in volunteering
- To provide information and advice

Against this background, we group our work under four headings:

1. Support the voluntary, community and social enterprise (VCSE) sector to survive and thrive
2. Represent the VCSE sector and provide a voice
3. Deliver services with a social impact
4. Sustain our organisational strength

We provide practical support such as room hire and office accommodation, advice on HR and funding, and we design and deliver training on important changes such as the introduction of GDPR (General Data Protection Regulation).

We have a 'fixed and flexible' delivery approach – 'fixed (core) services' which groups and organisations rely on, and a range of 'flexible' responsive offers which meet need as it occurs. We believe this type of bespoke support builds strength and resilience in our sector, so local charities, voluntary and community organisations and social enterprises can provide and grow essential services for the communities they serve.

We continue to rely on feedback from groups and organisations as this helps shape our work. This report gives a brief summary of our work over the last twelve months.

Review of the year

COVID-19:

This was a year like to no other, with Covid-19 dominating everything we did. The demand for information, advice and guidance was huge, from our members, individuals and partners.

The response from York CVS was quick, flexible and agile as teams came together to support the most vulnerable people in our community. At the same time, we did everything in our power to deliver the aims and ambitions set out in our operational plan, within the limitations imposed by Covid-19 lockdowns.

The whole team at York CVS came together during Covid-19 to provide a range of support to people who were impacted by the pandemic. Our Social Prescribing Link Worker team worked alongside Ways to Wellbeing and Healthwatch York, Dementia Action Alliance and Safe Places to provide emotional support and practical help such as access to food and prescriptions.

We set up and staffed a hotline which redirected people calling GP practices for non-medical help. Our Social Prescribing team answered these calls and then provided social, emotional and wellbeing support, and organised practical help. During the period March to June 2020 alone, we supported 1,759 people through the hotline, 92% of whom needed social support: only 8% needed a GP/nurse appointment.

In addition, GP practices provided us with lists of over 1,000 vulnerable people of potential concern for us to ring and offer support, including a weekly welfare call. These lists included people with dementia (or who were in the process of receiving a dementia diagnosis) who were supported by the York Dementia Action Alliance (YDAA). Staff and volunteers supported and co-ordinated by the York CVS staff team made weekly welfare calls to vulnerable people, making sure they had food, medicines and any other essential help; 876 welfare calls were made from March to June 2020.

YORK CENTRE FOR VOLUNTARY SERVICE
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

In May 2020, the Vale of York Clinical Commissioning Group (VoYCCG) asked York CVS to run a Covid-19 Monitoring Hub. This was set up to make sure that individuals who were symptomatic for Covid-19 were contacted regularly. It was recognised that on days 7 to 10 following infection, the symptoms of Covid-19 could worsen, and VoYCCG wanted to make sure people had access to the medical support they needed.

Following a request from a member organisation, we set up a campaign to help smaller voluntary organisations and charities to survive the pandemic. The 'Keep the Lights On' campaign raised just over £50,000 which was distributed by our partner charity, the Two Ridings Community Foundation, through 12 grants to local groups.

As we started to emerge from the first lockdown, some of our members were keen to meet their service beneficiaries face to face in a safe, well-ventilated and socially-distanced environment. At the same time, we were concerned about the lack of income from our Conference Centre: all bookings were suspended as soon as the first lockdown started in March 2020. Thanks to funding from the Big Lottery Community Fund, we were able to offer safe meeting spaces free of charge, once lockdown restrictions started to ease. In total we provided meeting space for 530 people across 105 sessions. We also received funding to transform the previous nursery space into colocation space to enable groups and individuals to hot desk.

While the year under report was dominated by the pandemic, we were able to deliver a wide range of activities under our established strategic and operational plans – albeit with adjustments such as working from home and meeting remotely. The following sections of this report our work under four headings:

1. Support the voluntary, community and social enterprise (VCSE) sector to survive and thrive
2. Represent the VCSE sector and provide a voice
3. Deliver services with a social impact
4. Sustain our organisational strength

1. Support the VCSE sector to survive and thrive

Support for individual VCSOs

We provided advice and guidance to over 146 local charities and voluntary and community groups on a range of subjects, the majority of which were linked to Covid-19. Examples include governance issues, restructures, legal structures, reopening buildings, and advice on risk assessments. Thanks to a grant from Two Ridings Community Foundation, we were able to provide free HR advice to VCSOs affected by Covid-19.

Communication and engagement

Our communications increased significantly during the year as we provided up-to-date information to members about issues relating to Covid-19. We issued 14 Voluntary Voice newsletters to 1,100 subscribers, as well as 29 member bulletins targeted at our 261 members.

We also built on our existing social media presence as a rapid and effective means of sharing information and updates. We maintain a high presence on Twitter and Facebook and now have 6,155 followers, an increase of 1,365 since last year.

We hold regular networking forums to enable our members to meet, share experience and ideas and understand what else is happening across the sector in York. All of our meetings were held by Zoom during the year. This had the advantage of increasing the number of people attending the events - something we will learn from going forward. We provided informative sessions on subjects such as Collaborative Working, Environmental Sustainability, Planning For a Second Wave Of Covid-19, and Recognising and Supporting Diversity. In total we ran 14 forums which were attended by 322 people from 212 organisations.

We also held a series of focus groups to help us develop our new five-year strategic plan. We sought views on four specific areas: tackling the causes of poverty; voluntary action; health and wellbeing; and loneliness and sense of community. These events attracted 178 attendees from 115 organisations, and made a vital contribution to our new strategic plan.

YORK CENTRE FOR VOLUNTARY SERVICE
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Training and development

We organised and delivered training on a range of subjects, many of which linked to Covid-19. Topics included Telephone Befriending Safeguarding; Risk Management; Combatting Workforce Fatigue; Cashflow and Contingency Planning; and Reopening Buildings after Lockdown.

Volunteering

In partnership with City of York Council, we continued to support and promote the 'People Helping People' volunteering strategy, first adopted in 2017. A new, co-produced, volunteering strategy will be developed in 2021.

During the early months of Covid-19, thousands of people registered as volunteers with City of York Council and the NHS Responders Programme. This is testament to the goodwill of local people, who were keen and willing to help their neighbours in an unprecedented emergency.

In the event, it was not possible to place all the 4,000+ people who volunteered to help, partly because the number of volunteers outstripped the number of opportunities to volunteer, partly because some sensitive roles required DBS checks and other safeguarding arrangements, and partly because the infrastructure simply was not set up to manage such a large surge in volunteering.

Discussions were under way to secure funding for a Volunteer Centre in York before the start of the pandemic. Experience in the early months of the pandemic strongly underlined the potential value of a Volunteer Centre.

Thanks to funding from the Big Lottery Community Fund, we were able to launch York Volunteer Centre in November 2020. This means we can now connect people who want to volunteer with organisations that need their help. The Volunteer Centre is already making an impact in the city and will make a growing contribution for years to come.

2. Represent the VCSE sector and provide a voice

York CVS continues to be a key strategic partner. We represent the VCSE sector on several boards including the York Partnership, York Health and Wellbeing Board, Children's and Adults' Safeguarding Boards, Community Safety Partnership, Better Care Fund Delivery Board, York Health & Care Collaborative, Mental Health Partnership, Ageing Well Partnership and the newly established York Health and Care Alliance. This ensures that the sector has a voice in how local services are developed and run.

3. Deliver services with a social impact

Healthwatch York was set up by the Government in April 2013 to help put people at the heart of health and social care services. It is designed to make sure that an individual's voice can influence the design, delivery and review of local services. At Healthwatch York, we share people's views and concerns about health and social care services with stakeholder organisations and providers and provide information about local services, signposting people to the services they need both at community information stands and via email and phone. Every year we produce reports on health and care issues, which we present to York's Health and Wellbeing Board. We make recommendations to the Board to improve the local health and care system. In 2020/21 we focused on reaching out to new people. We did this in a number of different ways, including:

- Listening to young people about health and social care in York
- Using our new Market Stall initiative, developed with Make It York, to increase awareness of Healthwatch York and provide information, advice and signposting in the centre of our city

We also responded to local concerns about health and social care, including:

- Looking at people's experiences of sight loss services
- Understanding the impact of changes to repeat prescription ordering on people living in York, and our local pharmacies.

YORK CENTRE FOR VOLUNTARY SERVICE
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

More information about the work Healthwatch York does can be found here: www.healthwatchyork.co.uk.

Growing Green Spaces helps selected voluntary and community groups to play a vital role in sustaining York's green spaces. The main aims of Growing Green Spaces, is to increase volunteering in green spaces, widen participation in volunteering, and support groups carrying out voluntary work in green spaces. Over the course of the project we have funded 29 community projects, all of which include community involvement and have recruited a diverse range of volunteers.

York Dementia Action Alliance (YDAA) ended in September 2020 having focused on supporting people living with dementia and their carers during the pandemic. The YDAA evolved into the York Dementia Collaborative and through this group and Healthwatch York we continue to amplify the voice of people living with dementia to help improve services and support.

Ways to Wellbeing is our social prescribing service. The model is simple and highly effective. Our focus is on working creatively, pragmatically and flexibly to identify non-medical options that can improve wellbeing. We draw on opportunities in the community, grants, information and advice, informal resources and peer support. We have Ways to Wellbeing Practitioners, based at Foss Park Hospital and with teams at York District Hospital supporting individuals to be discharged safely back home, preventing re-admissions to hospital and linking individuals to support networks within their community.

Primary Care Link Workers (PCLW) This collaboration between York CVS and Primary Care in York ensures that social prescribing is available to everyone across the City of York that is registered with a GP. This piece of work is commissioned until December 2025 and we are working to create bespoke projects to reflect the needs of each Primary Care Network (PCN). The model is very similar to that of Ways to Wellbeing and is a holistic, person-centred approach to meeting individual's needs. The PCLW empower patients to access support networks and activities in their community. We aim to reduce the number of patients attending GP surgeries for non-medical reasons and support those that are not accessing the health care they need to do so in a non-judgmental and supportive way.

Time to Change (TTC) York is our local campaign to end mental health stigma and discrimination in York through our volunteer Champions sharing their lived experiences of mental illness in a variety of creative ways, either in person or digitally. The TTC York project has focused on reducing mental health stigma in our general community (residents and visitors to York), and in workplaces. We have actively raised awareness through campaigns and events and through our social media channels. There are now over 60 registered Champions helping to deliver this work, and we have recently been awarded funding to March 2025 to continue our campaign.

York Human Rights City Network continued to support the development of York as a Human Rights City, as a member of the steering group and by co-hosting the coordinator.

The Safe Places Scheme provides registered Safe Place venues for vulnerable people if they feel at risk while they are out and about in York. As a result of the pandemic this project was put on hold and the member of staff focused on organising the delivery of prescriptions to vulnerable people in the city. Funding ended in the autumn and sadly, the project ended with it.

4. Sustain our organisational strength

Before the pandemic, York CVS generated income from the Conference Centre at our premises in Priory Street. We offered rooms of various sizes, which could be configured for small meetings, conferences, exhibitions and events. All bookings ceased as soon as we entered lockdown in March 2020.

As noted above, funding from the Big Lottery Community Fund enabled us to reopen parts of the Conference Centre once lockdown restrictions started to ease. Room capacity was restricted in order to provide safe, socially-distanced space for meetings. In total we provided meeting space for 530 people across 105 sessions, with no charge for room hire. We also received funding to transform the previous nursery space into colocation space to enable groups and individuals to hot desk.

YORK CENTRE FOR VOLUNTARY SERVICE
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

The Priory Street Centre also provides long-term office space for 20 different organisations delivering a range of voluntary and community services, including Age UK York, Brunswick Organic Nurseries and Older Citizens Advocacy York. Shared services include a reception area, kitchen and toilets, which we clean and maintain. We were unable to maintain our regular standard of service during lockdown, and service charges were temporarily reduced to reflect this.

Our team

The Covid-19 pandemic struck towards the end of the last financial year. York CVS responded immediately. The majority of staff were enabled to work from home and some took on revised roles and responsibilities. A number of other staff were furloughed and a small number, sadly, were made redundant later in the year.

The Trustees offer sincere thanks and appreciation to Alison Semmence (Chief Executive) and to all CVS staff and volunteers for their wonderful commitment, hard work, compassion and creativity throughout the year. We are immensely proud of them.

Despite limitations imposed by the pandemic, we continued to help our staff develop personally and professionally.

Examples of some of the training undertaken by our staff during 2012-21 include:

- Mental Health Awareness Training
- Carers Awareness Training
- Cancer Champions Training
- Dementia Training
- Equality and Diversity Training
- Safeguarding Adults Training
- Social Prescribing Level 3
- MECC Train the Trainer
- Census Support Adviser Training
- Anti Racist Training
- Seasonal Affective Disorder Awareness
- York Travellers Trust Awareness Training
- Managing Volunteers Remotely
- Psychological First Aid

Looking ahead

We launched a strategic review in August 2020 when two events were held for staff and trustees. We then sent out a survey to seek our members' views on priorities for the next five years. Next, we identified four areas for more detailed discussion:

1. Volunteering
2. The causes of poverty
3. Loneliness and sense of community
4. Health and wellbeing

Early in 2021, we held well-attended focus groups on each of these areas, bringing together members, partners and other stakeholders to share experience and discuss priorities. A fifth focus group brought the threads together and helped us shape ambitions and ideas for the next five years.

Consultees want York CVS to build on the support we already provide to VCSEs in York. Through the consultation process, we heard a lot of ideas for developing our services over the coming years.

Similarly, everyone agreed that we should continue to promote and encourage volunteering. As ever, we need to work with members and partners on this, and to make sure we reach out to all neighbourhoods and communities. There was also a strong desire to recognise and celebrate the contribution volunteers make to life in York.

YORK CENTRE FOR VOLUNTARY SERVICE
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Members and partners also welcomed our approach to social action, which identified clear priorities for action over the next five years. We will still encourage and support social action in its broadest sense – as we always have – but we now propose to focus particularly on poverty, loneliness, sense of community, health and wellbeing.

Following the focus groups, we circulated a draft five-year strategic plan for comment. The draft was revised to take account of many constructive suggestions. Our Strategic Plan 2021-26 was formally adopted in June 2021 and published on our website alongside an easy-read summary.

For the next five years, we will group our work under these four headings:

- As a membership body for voluntary, community and social enterprise organisations, we bring together, support and represent voluntary, community and social enterprise organisations that are active in York
- We promote and celebrate volunteering
- We reduce inequality through social action
- We work alongside many other people and organisations to improve life in York.

Priorities for the five years 2021 to 2026 are to

- Support our members by providing information, advice, training, networking and representation
- Promote volunteering of all kinds, from one-off opportunities to long-term links
- Tackle the causes of poverty in York
- Tackle loneliness and encourage a sense of community
- Help people stay well and feel well.

To support our aims, we will:

- Promote equality, diversity and opportunities for all, in everything we do
- Reach out to people with direct, first-hand experience and together find the best ways to make a real and lasting difference: we will co-design, co-produce, co-deliver and empower
- Work in partnership: we can only deliver this plan by working closely with our members and with partners in the public and private sectors

First year priorities include

- Review the city-wide volunteer strategy People Helping People and co-produce a new strategy for the next five years
- Develop ideas for recognising volunteering in York and look for sponsors for a high-profile annual celebration
- Publish a report on volunteering in York
- Establish a Poverty Truth Commission, comprising equal numbers of local decision-makers and York residents with direct experience of the impact of poverty: together, Commissioners will develop actions to tackle the causes of poverty in York
- Listen to what people say about their own experience of loneliness and – together – consider actions to reduce loneliness and boost the sense of community
- Co-design innovative services for people with multiple complex needs

YORK CENTRE FOR VOLUNTARY SERVICE
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Financial review

Reserves policy

York CVS recognises four types of reserves as outlined below:

1. Free reserves

Reserves that are not legally restricted or designated for specific future use. They do not include funds that can only be realised by disposing of fixed assets held for charity use. They may include reserves that are part of investments depending upon the nature of those investments; this will be specified in the position statement described below.

York CVS aims to hold a free reserve that will enable an orderly closure of the charitable company in such an eventuality. This is made up of two main components

- The funds to meet all contractual obligations of the company including service contracts and redundancy costs of employees
- The costs of continuing to run our entire service for between 3 and 6 months, in order to allow for an orderly wind down of services and mitigate the impact on service users.

The free reserves target is therefore expressed as a range.

2. Restricted Reserves

Reserves held in accordance with any restrictions required by the original funder.

3. Designated Reserves

A designated reserve known as the Future Maintenance Fund provides for the long-term cost of repairs, maintenance and renewal of the Priory Street Centre (the PSC), as well as major costs arising unexpectedly in any given period (for example, the unplanned replacement of a central heating boiler following a breakdown). The PSC comprises several Victorian buildings, which are grade 2 listed. Apart from routine maintenance, little has been spent on repairs and renewals in recent years. Key features including the windows, passenger lift and potentially the roofs will need to be renovated or renewed over the coming years. A provisional works schedule has been prepared at an anticipated total cost of up to £600,000 over a period of eight years.

The value of the Future Maintenance Fund Reserve stands at £201,971 at 31 March 2021.

4. Fixed Assets Fund

The Fixed Assets Fund represents the total net book value (NBV) of fixed assets held by the Charity. The value shown in these accounts largely represents the value of leasehold improvements made to the buildings in Priory Street in the 1990s, after depreciation.

YORK CENTRE FOR VOLUNTARY SERVICE
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Reserves Position Statement

Free Reserves

Target range	£225,000 - £425,000
At 1 April 2020	£385,373
Replenished/(Spent) in year	£60,354
Total at 31 March 2021	£445,727

Restricted Reserves

Restricted reserves relate to reserves held in accordance with any restrictions required by the original funder.

At 1 April 2020	£138,070
Income in the year	£714,132
Expenditure in the year	(£609,792)
Total at 31 March 2021	£242,410

Designated Reserves

Future Maintenance Fund Reserve

At 1 April 2020	£201,971
Replenished/(Spent) in year	£Nil
At 31 March 2021	£201,971

Fixed Assets Fund Reserve

At 1 April 2020	£525,901
Replenished/(Spent) in year	(£7,917)
At 31 March 2021	£517,984

Total designated reserves at 31 March 2021 £719,955

Total less fixed assets at 31 March 2021 £201,971

Fund results

During the year 2020-2021 York CVS had an overall surplus of £156,777, including a surplus of £104,340 for restricted activity. The unrestricted fund had a surplus of £60,356.

Funding Sources

York CVS's largest source of funding came from the City of York Council. The majority of this funding was restricted funding for Healthwatch York, our core funding and Ways to Wellbeing, through the Better Care Fund. Additional income was received from the Vale of York Clinical Commissioning Group which provided York CVS with funding to support the voluntary and community sector in York.

The largest source of unrestricted income was space in the Priory Street Centre used by VCSEs as office accommodation. As a result of the pandemic, there was virtually no income from the Conference Centre. As noted above, this was partly offset by a grant from the Big Lottery Community Fund.

A number of other small grants, contracts and donations were also received during the year from a number of organisations and individuals. We would like to thank them all for their generosity.

YORK CENTRE FOR VOLUNTARY SERVICE
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Expenditure

66% (2020: 65%) of total expenditure is on staffing as York CVS services are predominantly delivered by our staff colleagues. In 2020-2021 staff costs totalled £661,669 (2020: £743,637). York CVS is proud to be a Living Wage employer and to be contributing towards the City of York becoming a Living Wage City.

Other operating costs include the non-staff costs of running the PSC conference facilities and office space, and the non-staff costs of running the York CVS projects.

84% (2020: 93%) of the total depreciation included in the accounts is for depreciation of the leasehold improvements made to the buildings in the 1990s. The remaining 16% is the depreciation of capital items with a purchase cost of £2,000 or over.

Structure, Governance and Management

Constitution and Articles of Association

York CVS is constituted as a registered charity and a company limited by guarantee. The Articles outline the objects and powers of the Charity, how membership operates, how general meetings are to be conducted, how the Charity is governed by its Board of Trustees and general administrative provisions.

York CVS Trustees are commonly also trustees, staff or volunteers of other organisations and are required to declare all potential conflicts of interests as part of their induction; thereafter, they must declare new interests as they arise and reconfirm all interests annually. A Register of Trustees' Declared Interests is maintained for this purpose. Trustees must declare any interests relevant to items under discussion at every meeting of the Board of Trustees.

Recruitment and appointment of Trustees

The Charity is governed between general meetings by its Board of Trustees. The Trustees are also the Directors of the company. Not less than five and no more than twelve Trustees are elected at the AGM by and from the full members. In addition, no more than five other persons, who may but need not be connected with any organisation which is a full member of the CVS, may be co-opted to serve as Trustees by the Board of Trustees. The Board of Trustees may appoint Trustees during the year to fill any vacancy arising between Annual General Meetings.

Vacancies are advertised to members and the wider public by a range of means, including electronic media. Suitable applicants are interviewed by members of the Board of Trustees, who present a report and recommendations to the full Board of Trustees. The Board makes decisions on Trustee appointments based on the need for a spread of skills, expertise and diversity of expertise and opinion. All new Trustees are provided with relevant documents including the Memorandum and Articles of Association, reports and accounts and the Charity Commission guide, 'The Essential Trustee'. An induction programme is provided, including the opportunity to meet the chief executive and other CVS staff and Trustees, to familiarise them with the work of the CVS and the obligations of Trustees.

Elected Trustees must step down every 3 years at the AGM and co-opted Trustees each year at the AGM. No person may serve as a Trustee for more than six continuous years. All Trustees, elected and co-opted, have the same status once in post. For full details please see the Articles of Association available on www.yorkcvs.org.uk

YORK CENTRE FOR VOLUNTARY SERVICE
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Organisational structure and decision making

York CVS operates under the legal, regulatory and fiscal requirements which apply to registered charities in England. Our board of trustees is responsible for ensuring that these requirements are met at all times, and in particular that:

- In a typical year, income exceeds expenditure and that at all times, we remain a going concern
- We maintain sufficient reserves to cover:
 - i) Costs known or predicted to fall due in the foreseeable future, such as repairs to buildings
 - ii) Costs that would be incurred in the unlikely event that York CVS is wound up
- We meet all regulatory requirements, including (among others) employment law, health and safety regulations, safeguarding legislation and reporting requirements
- Our plans are based on reasonable assumptions and our appetite for risk
- We assess and manage operational and reputational risks
- We are fully accountable to our members
- We meet the standards set out in the Charity Governance Code

The Board of Trustees meets formally at least four times each year. At quarterly meetings the Board receives financial and other operational and management information and makes decisions concerning future strategic development, operational plans, financial management, organisational policy, delivery and practice as well as issues involving reputation and relationships. At least one additional meeting is held each year to focus on future development.

The Chief Executive develops an annual operational plan and budget for approval by the Board of Trustees, together with a target schedule which identifies the specific targets to be achieved by each of the CVS's projects. Some targets are numerical – for example, the number of forums or training events to be organised, the number of people attending them, and so on. Others measure the (self-reported) impact of our work on the individuals we help: for example, people reporting that they feel less lonely as a result of our support (in this instance, our Ways to Wellbeing project). Progress towards achieving targets is reported to the Trustees at their quarterly meetings and final outcomes are reviewed at the end of the financial year. In 2020-21, all performance targets were met or exceeded, with a small number of exceptions largely arising from the impact of the Covid-19 pandemic.

The Board of Trustees conducts an annual self-assessment of performance. The Chair speaks to all Trustees individually and the Vice Chair leads a review of the Chair's performance. The aim is to ensure all Trustees are fully engaged, able to speak their minds, contribute to the Charity's work and put forward ideas for further development and improvement. Trustee skills audits are carried out periodically (most recently in 2019) and training and development needs are identified. Trustees undertook online adult safeguarding training in 2020. York CVS is committed to meet the requirements and recommendations set out in the Charity Governance Code: a thorough self-assessment will be conducted in 2021.

Operational matters and day-to-day decisions are vested in the Chief Executive and her team of staff, and are reported to the Board at their quarterly meetings (or more often, if necessary).

The Chair of Trustees conducts the Chief Executive's appraisal and reports the outcome to the other Trustees at a closed meeting, together with a report on the Chief Executive's future objectives. The Chief Executive's remuneration is reviewed annually by the Board of Trustees, taking account of the pay and conditions of people in comparable positions in York and beyond. All other staff salaries and terms and conditions of employment are reviewed by the Chief Executive, who puts all key proposals to the Board for consideration, amendment (if appropriate) and approval.

In 2021-22, we will prepare a report on our governance arrangements, using the Charity Governance Code as a template. The report will set out any additional steps we need to take to comply with all parts of the Code, together with a timetable for implementation.

YORK CENTRE FOR VOLUNTARY SERVICE
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Resources Committee

The Resources Committee was established in 2019. The purpose of the Committee is to oversee the annual external audit cycle, monitor and review the use of resources including money, premises and staff, and make recommendations to the Board. The Committee comprises the Treasurer (who chairs the Committee), the Chair and Vice-Chair of Trustees and two additional members appointed by the full Board.

Risk management

The York CVS risk management matrix and control measures are reviewed and updated as appropriate at every quarterly meeting of the Board of Trustees. Particular attention is paid to financial, reputational and organisational risks. The Covid-19 pandemic gave rise to increased risks which were monitored closely by the Board of Trustees, which agreed to meet more frequently than usual for the duration of the pandemic.

The biggest single risk facing York CVS at the end of 2019-20 was the loss of revenue from the Priory Street Centre Conference rooms. With the country in lockdown, it seemed unlikely that the Conference Centre would return to normal levels of business at any time in the 2020-21 financial year, which has indeed proved to be the case. The Chief Executive proposed, and the Trustees agreed, that some of the lost revenue would have to be mitigated by making a number of full and part-time posts redundant, subject to full consultation with the affected staff. This has offset a large part of the lost revenue, but not the whole sum. The Board agreed to draw on free reserves in the short term, while working closely with the Chief Executive to seek new sources of income and manage resources during a challenging and unpredictable period. Grants from the Big Lottery Community Fund and the Two Ridings Community Foundation enabled York CVS to maintain and, in some cases, extend services in an otherwise challenging year, and substantially mitigated the risk to our financial position posed by Covid-19.

Disclosure of information to the auditor

Each of the persons who are Trustees at the time when this Trustees' report is approved has confirmed that:


- so far as that Trustee is aware, there is no relevant audit information of which the Charity's auditor is unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the charity's auditor is aware of that information.

Auditors

The auditors, Armstrong Watson Audit Limited, have indicated their willingness to continue in office. The designated Trustees will propose a motion reappointing the auditors at a meeting of the Trustees.

Declaration

The Trustees' Annual Report and Accounts were approved by the Board of Trustees and signed on behalf of the Trustees by:



David Harbourne
Chair

Date: 8/12/21

YORK CENTRE FOR VOLUNTARY SERVICE
(A Company Limited by Guarantee)

STATEMENT OF TRUSTEES' RESPONSIBILITIES
FOR THE YEAR ENDED 31 MARCH 2021

The Trustees (who are also the directors of the Charity for the purposes of company law) are responsible for preparing the Trustees' 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. Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) 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 Charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity 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 Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

YORK CENTRE FOR VOLUNTARY SERVICE
(A Company Limited by Guarantee)

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF YORK CENTRE FOR VOLUNTARY SERVICE

Opinion

We have audited the financial statements of York Centre for Voluntary Service (the 'charity') for the year ended 31 March 2021 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

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 2021 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; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

YORK CENTRE FOR VOLUNTARY SERVICE
(A Company Limited by Guarantee)

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF YORK CENTRE FOR VOLUNTARY SERVICE (CONTINUED)

Other information

The other information comprises the information included in the Annual Report other than the financial statements and our Auditor's Report thereon. The Trustees are responsible for the other information contained within the Annual Report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinion on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' Report for the financial year for which the financial statements are prepared is consistent with the financial statements.
- the Trustees' Report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Report.

We have nothing to report in respect of the following matters in relation to which 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' exemptions in preparing the Trustees' Report and from the requirement to prepare a Strategic Report.

Responsibilities of trustees

As explained more fully in the Trustees' Responsibilities Statement on page 16, the Trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

YORK CENTRE FOR VOLUNTARY SERVICE
(A Company Limited by Guarantee)

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF YORK CENTRE FOR VOLUNTARY SERVICE (CONTINUED)

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an Auditor's Report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

- the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non compliance with applicable laws and regulations;
- we identified the laws and regulations applicable to the charitable company through discussions with trustees, directors and other management and review of appropriate industry knowledge;
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management; and
- identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non compliance throughout the audit.

We assessed the susceptibility of the charitable company financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud; and
- considering the internal controls in place to mitigate risks of fraud and non compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures as a risk assessment tool to identify any unusual or unexpected relationships;
- tested journal entries to identify unusual transactions;
- Assessed whether judgements and assumptions made in determining the accounting estimates set out in Note 4 were indicative of potential bias.

In response to the risk of irregularities and non compliance with laws and regulations, we designed procedures which included, but were not limited to:

- agreeing financial statement disclosures to underlying supporting documentation; and
- enquiring of management as to actual and potential litigation and claims.

YORK CENTRE FOR VOLUNTARY SERVICE
(A Company Limited by Guarantee)

**INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF YORK CENTRE FOR VOLUNTARY
SERVICE (CONTINUED)**

Auditor's responsibilities for the audit of the financial statements (continued)

Due to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. For example, as with any audit, there remained a higher risk of non detection of irregularities, as these may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls. We are not responsible for preventing fraud or non compliance with laws and regulations and cannot be expected to detect all fraud and non compliance with laws and regulations.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our Auditor's Report.

Use of our report

This report is made solely to the charitable company's trustees, 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 trustees 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 Charity and its trustees, as a body, for our audit work, for this report, or for the opinions we have formed.



Ross Preston (Senior Statutory Auditor)

for and on behalf of
Armstrong Watson Audit Limited

Chartered Accountants and Registered Auditors

Leeds

Date: 13 December 2021

YORK CENTRE FOR VOLUNTARY SERVICE
(A Company Limited by Guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2021**

	Note	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Income from:					
Donations and legacies	5	1,768	280	2,048	2,332
Charitable activities	6	343,751	713,852	1,057,603	1,163,927
Investments	9	2,844	-	2,844	2,602
Other income	10	27,703	-	27,703	-
Total income		376,066	714,132	1,090,198	1,168,861
Expenditure on:					
Charitable activities	11	399,060	609,792	1,008,852	1,145,116
Total expenditure		399,060	609,792	1,008,852	1,145,116
Net (expenditure)/income before net gains on investments		(22,994)	104,340	81,346	23,745
Net gains on investments		75,431	-	75,431	-
Net movement in funds		52,437	104,340	156,777	23,745
Reconciliation of funds:					
Total funds brought forward		1,113,245	138,070	1,251,315	1,227,570
Net movement in funds		52,437	104,340	156,777	23,745
Total funds carried forward		1,165,682	242,410	1,408,092	1,251,315

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 25 to 48 form part of these financial statements.

YORK CENTRE FOR VOLUNTARY SERVICE
(A Company Limited by Guarantee)
REGISTERED NUMBER: 00493550

BALANCE SHEET
AS AT 31 MARCH 2021

	Note	2021 £	2020 £
Fixed assets			
Tangible assets	17	517,984	525,901
Investments	18	389,419	313,988
		<u>907,403</u>	<u>839,889</u>
Current assets			
Debtors	19	185,149	64,382
Cash at bank and in hand		753,929	505,710
		<u>939,078</u>	<u>570,092</u>
Creditors: amounts falling due within one year	20	(398,568)	(112,507)
Net current assets		<u>540,510</u>	<u>457,585</u>
Total assets less current liabilities		<u>1,447,913</u>	<u>1,297,474</u>
Creditors: amounts falling due after more than one year	21	(39,821)	(46,159)
Total net assets		<u><u>1,408,092</u></u>	<u><u>1,251,315</u></u>
Charity funds			
Restricted funds	22	242,410	138,070
Unrestricted funds			
Designated funds	22	719,955	727,872
General funds	22	445,727	385,373
		<u>1,165,682</u>	<u>1,113,245</u>
Total funds		<u><u>1,408,092</u></u>	<u><u>1,251,315</u></u>

The entity was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the entity to obtain an audit for the year in question in accordance with section 476 of the Companies Act 2006.

However, an audit is required in accordance with section 144 of the Charities Act 2011.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

YORK CENTRE FOR VOLUNTARY SERVICE
(A Company Limited by Guarantee)


BALANCE SHEET (CONTINUED)
AS AT 31 MARCH 2021

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

The financial statements were approved and authorised for issue by the Trustees on 8 December 2021 and signed on their behalf by:



David Harbourne
Chair



Richard Weston
Trustee

The notes on pages 25 to 48 form part of these financial statements.

YORK CENTRE FOR VOLUNTARY SERVICE
(A Company Limited by Guarantee)

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2021

	2021 £	2020 £
Cash flows from operating activities		
Net cash used in operating activities (note 25)	245,375	78,564
Cash flows from investing activities		
Dividends, interests and rents from investments	2,844	2,602
Purchase of tangible fixed assets	-	(761)
Net cash provided by investing activities	2,844	1,841
Change in cash and cash equivalents in the year	248,219	80,405
Cash and cash equivalents at the beginning of the year	505,710	425,305
Cash and cash equivalents at the end of the year	753,929	505,710

The notes on pages 25 to 48 form part of these financial statements

YORK CENTRE FOR VOLUNTARY SERVICE
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

1. General information

The Charity is a private charitable company limited by guarantee and is a registered charity. The Charity is registered in England and Wales and its registered office is as stated in the Reference and Administration section of the Annual Report.

The functioning and presentational currency is Sterling (£).

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

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

2.2 Going concern

The Trustees are satisfied that the going concern basis is appropriate for the preparation of the financial statements due to the net asset position of the Charity and the availability of sufficient cash reserves to meet liabilities as they fall due. The Trustees have considered the potential impact of the ongoing COVID-19 pandemic, on the activities and operations of the Charity. The Charity has adapted well through amending its operational procedures and has managed to continue delivering its projects and services, despite the closure of its main office for periods during the year ended 31 March 2021.

In reaching their conclusion, the Trustees have considered cash flows covering a period of 12 months from the date of sign off, the various financial support measures that remain in place from the UK government and the availability of funding both externally and internally. They have also considered future strategic and operational objectives for the ensuing 12 months and have considered and applied sensitivity analysis on the forecasts as appropriate.

As a consequence, the Trustees believe that the charity is well placed to manage its financial risks successfully despite the current uncertain economic outlook. After making enquiries, the Trustees have a reasonable expectation that the charity has adequate reserves to continue in operational existence for the foreseeable future and for a period of at least 12 months from the date of signing of these financial statements. Accordingly, the Trustees continue to adopt the going concern basis in preparing the accounts.

YORK CENTRE FOR VOLUNTARY SERVICE
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

2. Accounting policies (continued)

2.3 Income

All income is included in the SOFA when the Charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. Income for grants is deferred where a funder specifies that income must be used in future accounting periods. Other income is deferred where it relates to the following year.

Grants are included in the Statement of Financial Activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance Sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

The job retention scheme income amounts are recognised when there is reasonable assurance that the entity will comply with the conditions attaching to the grant and the grant will be received.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

2.4 Expenditure

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.

Raising 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.

Grants awarded are charged in the year when formally awarded by the Charity in line with funding requirements and are accounted for as they are paid.

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 12.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

All expenditure is inclusive of irrecoverable VAT.

2.5 Government grants

Government grants relating to tangible fixed assets are treated as deferred income and released to the Statement of Financial Activities over the expected useful lives of the assets concerned. Other grants are credited to the Statement of Financial Activities as the related expenditure is incurred.

YORK CENTRE FOR VOLUNTARY SERVICE
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

2. Accounting policies (continued)

2.6 Interest receivable

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

2.7 Taxation

The Charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the Charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

2.8 Tangible fixed assets and depreciation

Tangible fixed assets costing £2,000 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

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

At each reporting date the Charity assesses whether there is any indication of impairment. If such indication exists, the recoverable amount of the asset is determined to be the higher of its fair value less costs to sell and its value in use. An impairment loss is recognised where the carrying amount exceeds the recoverable amount.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives.

Depreciation is provided on the following bases:

Leasehold improvements	- Over the term of the lease
Equipment	- 25-50%

The assets' residual values, useful lives and depreciation methods are reviewed, and adjusted prospectively if appropriate, or if there is an indication of a significant change since the last reporting date.

2.9 Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance sheet date, unless the fair value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the Statement of financial activities.

2.10 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

YORK CENTRE FOR VOLUNTARY SERVICE
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

2. Accounting policies (continued)

2.11 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

2.12 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

2.13 Financial instruments

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

2.14 Retirement benefits

Up until 1 October 2012 employees were entitled to join the multi-employer pension scheme Growth Plan 3 which was a defined benefit scheme. Then employees were offered to join the multi-employer pension scheme Growth Plan 4 which is a defined contribution scheme.

Following auto enrolment from 1 October 2015 new and existing employees were automatically enrolled into the multi-employer Growth Plan 4 scheme unless they have exercised their right to opt out of scheme membership. The amount charged to the Statement of Financial Activities is the contributions payable in the year and also includes the movement in the liability due the multi-employer pension scheme. More details of the scheme can be found in note 28.

2.15 Operating leases

Rentals payable under operating leases are charged to the Statement of Financial Activities as incurred over the terms of the lease.

2.16 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

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

YORK CENTRE FOR VOLUNTARY SERVICE
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

3. Legal status of charity

The company is a company limited by guarantee. The members of the company are the Trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £0.25 per member of the company. The trustees are directors for the purposes of the Companies Act 2006. At 31 March 2021 there were ten members (2020: nine members).

4. Critical accounting estimates and areas of judgment

The preparation of these financial statements require management to make judgements, estimates and assumptions that affect the application of policies and reported amounts of assets and liabilities, income and expenses.

Estimates and judgments are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

The Company makes estimates and assumptions concerning the future. The resulting accounting estimates will, by definition, seldom equal the related actual results.

Critical accounting estimates and assumptions:

Useful economic lives of tangible assets

Tangible fixed assets, as mentioned in note 2.8 above, are depreciated over a period intended to reflect their estimated useful lives. The applicability of the assumed lives is reviewed annually, taking into account factors such as physical condition, maintenance and obsolescence.

Tangible fixed assets are also assessed as to whether there are indicators of impairment. The assessment involves consideration of the economic viability of the purpose for which the asset is used.

Recoverability of debtors

The charity makes an estimate of the recoverable value of trade and other debtors. When assessing impairment of trade and other debtors, management considers factors including the current credit rating of the debtor, the ageing profile of debtors and historical experience.

5. Income from donations

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Donations	1,768	280	2,048	2,332
<i>Total 2020</i>	782	1,550	2,332	

YORK CENTRE FOR VOLUNTARY SERVICE
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

6. Income from charitable activities

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Grants and contracts (Note 7)	223,683	-	223,683	76,584
Room hire and services to organisations	120,068	-	120,068	476,089
Project income (Note 8)	-	713,852	713,852	611,254
Total 2021	343,751	713,852	1,057,603	1,163,927
<i>Total 2020</i>	<i>705,507</i>	<i>458,420</i>	<i>1,163,927</i>	

7. Grants and contracts

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
City of York Council	48,000	48,000	48,000
Clinical Commissioning Group	28,881	28,881	23,023
Other Grants & Contracts	146,802	146,802	-
Grants from Trusts	-	-	5,561
Total 2021	223,683	223,683	76,584
<i>Total 2020</i>	<i>76,584</i>	<i>76,584</i>	

YORK CENTRE FOR VOLUNTARY SERVICE
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

8. Project income

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Nursery	-	-	-	150,097
CYC Healthwatch York	-	136,145	136,145	122,898
Safeguarding Training Project	-	6,095	6,095	-
Multiple Complex Needs Network	-	243,955	243,955	101,350
Social Prescribing	-	83,083	83,083	17,429
Dementia Co-ordinator	-	3,432	3,432	23,500
Time to Change	-	22,867	22,867	16,664
Safe Place	-	-	-	19,592
Way 2 Wellbeing	-	156,132	156,132	156,072
Blood Pressure Monitoring	-	12,000	12,000	-
Beyond The Rules	-	17,400	17,400	-
Barrets Cultural Values	-	20,000	20,000	-
Humber Coast and Vale Director	-	12,743	12,743	-
Other	-	-	-	6,652
Total 2021	-	713,852	713,852	614,254
<i>Total 2020</i>	<i>152,834</i>	<i>458,420</i>	<i>611,254</i>	

9. Investment income

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Investment income	2,844	2,844	2,602
<i>Total 2020</i>	<i>2,602</i>	<i>2,602</i>	

YORK CENTRE FOR VOLUNTARY SERVICE
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

10. Other income

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Coronavirus Job Retention Scheme Grant	27,703	27,703	-

11. Analysis of expenditure on charitable activities

Summary by fund type

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Core services	399,060	-	399,060	455,788
Project costs	-	609,792	609,792	620,361
Grants payable	-	-	-	68,967
Total 2021	399,060	609,792	1,008,852	1,145,116
<i>Total 2020</i>	<i>643,506</i>	<i>501,610</i>	<i>1,145,116</i>	

YORK CENTRE FOR VOLUNTARY SERVICE
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

12. Analysis of Expenditure by Costs

	Staff costs 2021 £	Other costs 2021 £	Support costs 2021 £	Total funds 2021 £	Total funds 2020 £
Core - Priory Street Centre	299,350	58,089	41,621	399,060	401,198
Core - Payroll Services	-	-	-	-	54,590
Nursery	-	-	-	-	187,718
Green Spaces	13,772	-	6	13,778	13,427
Healthwatch York	105,684	21,738	4,768	132,190	129,256
Social Prescribing	89,861	2,975	-	92,836	4,627
Dementia Co-ordinator	8,180	737	-	8,917	17,705
Multiple Needs Network	58,961	113,597	221	172,779	116,515
Time to Change	16,300	7,200	-	23,500	18,109
Safe Place	3,437	1,200	-	4,637	9,968
Ways 2 Wellbeing	62,213	29,072	6	91,291	109,693
Tang Hall	-	-	-	-	5,208
Safeguarding training	3,911	44	-	3,955	1,702
Healthwatch England	-	-	-	-	2,500
CYC Disabled Access Fund	-	-	-	-	316
CYC Depreciation	-	-	-	-	1,740
CYC EYPP	-	-	-	-	1,877
Grants - Green Spaces	-	15,690	-	15,690	38,235
Grants - Healthwatch	-	28,533	-	28,533	29,640
Grants - Time to Change	-	-	-	-	1,092
Beyond The Rules	-	3,418	-	3,418	-
Barrets Cultural Values	-	14,709	-	14,709	-
Humber Coast and Vale Director	-	3,559	-	3,559	-
Total 2021	661,669	300,561	46,622	1,008,852	1,145,116
Total 2020	743,637	322,486	78,993	1,145,116	

YORK CENTRE FOR VOLUNTARY SERVICE
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

Support costs -	2021 £	2020 £
Depreciation	7,917	7,156
Communications and Marketing	3,713	1,426
Insurance	11,563	1,851
Irrecoverable VAT	1,288	18,576
Building costs	17,140	49,984
	<u>41,621</u>	<u>78,993</u>
	=====	=====

Support staff costs of £299,350 (2020: £249,118) included within total staff costs have been allocated on the basis of an estimate of staff time spent on those activities.

Support other costs have been allocated on the basis of an estimate of the proportion of expenditure incurred in that part of the organisation, based upon usage and space allocation.

13. Grants payable

In the accounting year ended 31 March 2021 there were no grants to individuals (2020: Nil) and 22 grants to institutions totalling £44,223 (2020: 19 grants to institutions totalling £68,967).

14. Auditor's remuneration

	2021 £	2020 £
Fees payable to the Charity's auditor for the audit of the Charity's annual accounts	6,935	6,475
Fees payable to the Charity's auditor in respect of:		
All non-audit services not included above	<u>2,470</u>	<u>1,875</u>

YORK CENTRE FOR VOLUNTARY SERVICE
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

15. Staff costs

	2021 £	2020 £
Wages and salaries	602,996	684,270
Social security costs	43,233	42,755
Pension costs	15,440	16,612
	<u>661,669</u>	<u>743,637</u>

The average number of employees in the year is 31 (2020: 40) in the year ended 31 March 2021.

The average headcount expressed as full-time equivalents was: 22 (2020: 28) in the year ended 31 March 2021.

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

The key management personnel comprise the Trustees, the Chief Executive Officer, Head of Marketing and Business Operations and the Head of Finance. The total paid to key management personnel during the year was £98,579 (2020: £112,146).

16. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2020 - £NIL).

During the year ended 31 March 2021, expenses totalling £Nil were reimbursed or paid directly to Trustees (2020 - £358 to 2 Trustees).

YORK CENTRE FOR VOLUNTARY SERVICE
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

17. Tangible fixed assets

	Leasehold Improv'ts £	Equipment £	Total £
Cost or valuation			
At 1 April 2020	1,575,665	64,139	1,639,804
Disposals	-	(17,629)	(17,629)
At 31 March 2021	<u>1,575,665</u>	<u>46,510</u>	<u>1,622,175</u>
Depreciation			
At 1 April 2020	1,051,040	62,863	1,113,903
Charge for the year	6,641	1,276	7,917
On disposals	-	(17,629)	(17,629)
At 31 March 2021	<u>1,057,681</u>	<u>46,510</u>	<u>1,104,191</u>
Net book value			
At 31 March 2021	<u>517,984</u>	<u>-</u>	<u>517,984</u>
At 31 March 2020	<u>524,625</u>	<u>1,276</u>	<u>525,901</u>

18. Fixed asset investments

	Investments £
Cost or valuation	
At 1 April 2020	313,988
Revaluations	75,431
At 31 March 2021	<u>389,419</u>
Net book value	
At 31 March 2021	<u>389,419</u>
At 31 March 2020	<u>313,988</u>

The balance relates to the COIF Charities Investment Fund with a market value at the year end date of £389,418. The historical cost of this investment was £300,000.

YORK CENTRE FOR VOLUNTARY SERVICE
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

19. Debtors

	2021 £	2020 £
Due within one year		
Trade debtors	133,700	42,518
Other debtors	36,270	-
Prepayments and accrued income	15,179	21,864
	<u>185,149</u>	<u>64,382</u>

20. Creditors: Amounts falling due within one year

	2021 £	2020 £
Trade creditors	29,833	12,472
Other creditors	10,145	33,712
Accruals and deferred income	358,590	66,323
	<u>398,568</u>	<u>112,507</u>

	2021 £	2020 £
Deferred income at 1 April 2020	10,000	75,000
Resources deferred during the year	328,721	10,000
Amounts released from previous periods	(10,000)	(75,000)
	<u>328,721</u>	<u>10,000</u>

Deferred income of £328,721 relates to Community Mental Health, Humber Coast & Vale Director and The Volunteer Centre.

Deferred income of £10,000 as at 31 March 2020 related to Awards for All.

21. Creditors: Amounts falling due after more than one year

	2021 £	2020 £
Other creditors	39,821	46,159

Included in the above the liability over 5 years is £Nil (2020: £Nil).

YORK CENTRE FOR VOLUNTARY SERVICE
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

22. Statement of funds

Statement of funds - current year

	Balance at 1 April 2020 £	Income £	Expenditure £	Gains/ (Losses) £	Balance at 31 March 2021 £
Unrestricted funds					
Designated funds					
Future Maintenance Fund	201,971	-	-	-	201,971
Fixed Assets Fund	525,901	-	(7,917)	-	517,984
	<u>727,872</u>	<u>-</u>	<u>(7,917)</u>	<u>-</u>	<u>719,955</u>
General funds					
General Fund	385,373	376,066	(391,143)	75,431	445,727
Total Unrestricted funds	<u>1,113,245</u>	<u>376,066</u>	<u>(399,060)</u>	<u>75,431</u>	<u>1,165,682</u>
	Balance at 1 April 2020 £	Income £	Expenditure £	Gains/ (Losses) £	Balance at 31 March 2021 £
Restricted funds					
Time to change	7,729	22,867	(23,500)	-	7,096
Healthwatch York	31,149	136,425	(132,190)	-	35,384
Bursary Fund	1,248	-	-	-	1,248
Green Spaces	51,380	-	(13,778)	-	37,602
Social Prescribing	15,570	83,083	(137,059)	-	(38,406)
Dementia Co-ordinator	9,351	3,432	(8,917)	-	3,866
Ready for Anything	416	-	-	-	416
CYC Deprivation	315	-	-	-	315
CYC EYPP	261	-	-	-	261
CYC Disabled Access fund	40	-	-	-	40
Multiple Needs Network	(4,599)	243,955	(172,779)	-	66,577
Ways2Wellbeing	17,227	156,132	(91,291)	-	82,068
Blood Pressure Monitoring	-	12,000	-	-	12,000
Humber Coast and Vale Director	-	12,743	(3,559)	-	9,184
Safeguarding Training Project	259	6,095	(3,955)	-	2,399
Safe Place	7,724	-	(4,637)	-	3,087
Beyond The Rules	-	17,400	(3,418)	-	13,982
Barrets Cultural Values	-	20,000	(14,709)	-	5,291

YORK CENTRE FOR VOLUNTARY SERVICE
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

22. Statement of funds (continued)

Statement of funds - current year (continued)

	Balance at 1 April 2020 £	Income £	Expenditure £	Gains/ (Losses) £	Balance at 31 March 2021 £
	138,070	714,132	(609,792)	-	242,410
Total of funds	1,251,315	1,090,198	(1,008,852)	75,431	1,408,092

YORK CENTRE FOR VOLUNTARY SERVICE
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

22. Statement of funds (continued)

Statement of funds - prior year

	Balance at 1 April 2019 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2020 £
Unrestricted funds					
Designated funds					
Future Maintenance Fund	145,083	-	-	56,888	201,971
CVS Development Fund	56,888	-	-	(56,888)	-
Fixed Assets Fund	532,296	-	(7,156)	761	525,901
	<u>734,267</u>	<u>-</u>	<u>(7,156)</u>	<u>761</u>	<u>727,872</u>
General funds					
General Fund	<u>318,801</u>	<u>708,891</u>	<u>(636,350)</u>	<u>(5,969)</u>	<u>385,373</u>
Total Unrestricted funds	<u>1,053,068</u>	<u>708,891</u>	<u>(643,506)</u>	<u>(5,208)</u>	<u>1,113,245</u>
Restricted funds					
Time to change	10,266	16,664	(19,201)	-	7,729
Healthwatch York	37,457	122,948	(129,256)	-	31,149
Healthwatch England	2,500	-	(2,500)	-	-
Bursary Fund	1,248	-	-	-	1,248
Green Spaces	103,042	-	(51,662)	-	51,380
Social Prescribing	2,768	17,429	(4,627)	-	15,570
Dementia Co-ordinator	3,556	23,500	(17,705)	-	9,351
Ready for Anything	416	-	-	-	416
CYC Deprivation	1,009	1,046	(1,740)	-	315
CYC EYPP	1,318	820	(1,877)	-	261
CYC Disabled Access fund	356	-	(316)	-	40
Multiple Needs Network	10,566	101,350	(116,515)	-	(4,599)
Safe Place	-	17,692	(9,968)	-	7,724
Ways2Wellbeing	-	156,560	(139,333)	-	17,227
Tang Hall Big Project	-	-	(5,208)	5,208	-
Safeguarding Training Project	-	1,961	(1,702)	-	259
	<u>174,502</u>	<u>459,970</u>	<u>(501,610)</u>	<u>5,208</u>	<u>138,070</u>

YORK CENTRE FOR VOLUNTARY SERVICE
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

22. Statement of funds (continued)

Total of funds	<u>1,227,570</u>	<u>1,168,861</u>	<u>(1,145,116)</u>	<u>-</u>	<u>1,251,315</u>
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YORK CENTRE FOR VOLUNTARY SERVICE
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

23. Summary of funds

Summary of funds - current year

	Balance at 1 April 2020 £	Income £	Expenditure £	Gains/ (Losses) £	Balance at 31 March 2021 £
Designated funds	727,872	-	(7,917)	-	719,955
General funds	385,373	376,066	(391,143)	75,431	445,727
Restricted funds	138,070	714,132	(609,792)	-	242,410
	<u>1,251,315</u>	<u>1,090,198</u>	<u>(1,008,852)</u>	<u>75,431</u>	<u>1,408,092</u>

Summary of funds - prior year

	Balance at 1 April 2019 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2020 £
Designated funds	734,267	-	(7,156)	761	727,872
General funds	318,801	708,891	(636,350)	(5,969)	385,373
Restricted funds	174,502	459,970	(501,610)	5,208	138,070
	<u>1,227,570</u>	<u>1,168,861</u>	<u>(1,145,116)</u>	<u>-</u>	<u>1,251,315</u>

YORK CENTRE FOR VOLUNTARY SERVICE
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

23. Summary of funds (continued)

Designated funds

The Future Maintenance Fund Reserve has been set aside to provide for long term future maintenance of the Priory Street Centre.

The Fixed Assets Fund represents the total net book value (NBV) of fixed assets held by the Charity.

The Transfers between funds column represents transfers affecting the fixed asset fund as well as movements in reserves.

Restricted Funds

Time to Change

Around 1 in 4 people will experience a mental health problem this year yet the shame and silence can be as bad as the mental health problem itself. We work in partnership with Public Health colleagues to raise awareness, change attitudes and reduce stigma.

Healthwatch York

Healthwatch York is the funding from City of York Council to enable the public to voice their opinions on the provision of Healthcare Services.

Healthwatch England

This is Healthwatch England funding to conduct engagement work on the NHS long term plan.

Bursary Fund

The Bursary Fund was set up to provide funding for charities in York to access the services of York CVS.

Green Spaces

York CVS has been funded by City of York Council to find ways in which five local parks and open spaces can be supported by volunteers. The ambition is to maintain and ideally develop their attractiveness, as well as expand the diversity and numbers of volunteers involved.

Social Prescribing (Ways to Wellbeing)

In 2017/18 the City of York Council funded this Social Prescribing project through the Independent Better Care Fund and funding from a number of Wards. Funding was also received from the Two Ridings Foundation. The project connects people to local community support to make them feel better. Nationally 20 to 25% of patients consult their GPs for social problems such as loneliness. We reduce use of GP appointments for social issues, helping people stay safe and well at home for longer.

Dementia Co-ordinator

York CVS' Dementia Action Co-ordinator provides support to York Dementia Action Alliance. This work is funded by City of York Council.

Ready for Anything

This is a legacy fund that was originally set up to offer volunteering support in emergencies, established in response to the 2015 York Boxing Day floods.

YORK CENTRE FOR VOLUNTARY SERVICE
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

23. Summary of funds (continued)

CYC Deprivation

This is a legacy fund in connection with CYC funding for 3 and 4 year olds and is based on the child's postcode. The funding is used to support children to access their places – eg cover the cost of their lunches or for resources to improve their nursery experience. This funding will be spent within the next financial year.

CYC (Early Years Pupil Premium) EYPP

This is a legacy fund in connection with CYC funding for 3 and 4 year olds based on post codes. It aims to help bridge the gap between the most and least advantaged children and their readiness for school. The funding is used for nursery resources, equipment or staff training. This funding will be spent within the next financial year.

CYC Disabled Access fund

This is a legacy fund in connection with CYC funding on a needs basis to enable disabled children to access the Nursery. This funding will be spent within the next financial year.

Multiple Needs Network

A cross-sector, multi-agency network funded by Lankelly Chase, working together to change the system in York, so that people experiencing multiple and complex needs get better support. To host staff and resources to support the co-ordination of the Multiple Complex Needs Network (MCN) to bring about change to the system in York to ensure that people who need services and support can access what they need in a way that works best for them.

Safe Place

The funding will be used to set up a Safe Place Scheme in the city of York. This is a voluntary scheme that provides safe and supportive places, displaying a nationally recognised 'Safe Place' logo, which are open to the general public, such as shops, cafes and visitor centres. These act as 'go to' places should a disabled person experience difficulties, feel lost or frightened. Staff will help the individual by giving directions, or contacting a nominated person or help line and creating a temporary safe place.

Tang Hall Big Local

Additional income to provide more focussed deliver of Ways to Wellbeing in the Tang Hall area.

Safeguarding Training Project

A collaboration between 6 CVS, this project provides additional income to deliver safeguarding training and support to our members to ensure they use best practice in keeping vulnerable people safe.

Blood Pressure Monitoring

Funding was received in 2020/21 for a Pilot scheme for monitoring blood pressure in patients at home running April - June 2021.

Humber Coast and Vale Director

York CVS is hosting this post. The individual in this post has been seconded from another charity.

YORK CENTRE FOR VOLUNTARY SERVICE
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

23. Summary of funds (continued)

Beyond The Rules

A collaborative project exploring alternative governance and organisational structures, collating learning and insights from others who are coming up against governance and structure issues, finding those who are experimenting with alternative principles and creating processes that overcome the challenges that traditional structures and principles create.

Barrets Cultural Values

York MCN Network undertaking a Cultural Values Survey, supported by Barrett Values Centre. This was a part of the Network's desire to build relationships and consensus about what good support looks like, and to identify what enables 'system stakeholders' to act collectively in order to better support people. Armed with new knowledge about the change people want to see, we can now make sustainable adjustments to improve the culture of the system, and ultimately better support those experiencing multiple complex needs in York.

24. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Tangible fixed assets	517,984	-	517,984
Fixed asset investments	389,419	-	389,419
Current assets	696,668	242,410	939,078
Creditors due within one year	(398,568)	-	(398,568)
Creditors due in more than one year	(39,821)	-	(39,821)
Total	1,165,682	242,410	1,408,092

Analysis of net assets between funds - prior year

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £
Tangible fixed assets	525,901	-	525,901
Fixed asset investments	313,988	-	313,988
Current assets	419,209	150,883	570,092
Creditors due within one year	(99,694)	(12,813)	(112,507)
Creditors due in more than one year	(46,159)	-	(46,159)
Total	1,113,245	138,070	1,251,315

YORK CENTRE FOR VOLUNTARY SERVICE
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

25. Reconciliation of net movement in funds to net cash flow from operating activities

	2021 £	2020 £
Net income for the year (as per Statement of Financial Activities)	156,777	23,745
Adjustments for:		
Depreciation charges	7,917	7,156
Gains/(losses) on investments	(75,431)	-
Dividends, interests and rents from investments	(2,844)	(2,602)
(Increase)/decrease in debtors	(120,767)	81,067
Increase/(decrease) in creditors	279,723	(30,802)
Net cash provided by operating activities	245,375	78,564

26. Analysis of cash and cash equivalents

	2021 £	2020 £
Cash in hand	753,929	505,710
Total cash and cash equivalents	753,929	505,710

27. Analysis of changes in net debt

	At 1 April 2020 £	Cash flows £	At 31 March 2021 £
Cash at bank and in hand	505,710	248,219	753,929
	505,710	248,219	753,929

28. Contingent liabilities

There is a potential liability to meet deficits on the defined benefit scheme (Growth Plan series 1, 2 and 3) if at any time York CVS ceases to have active members of the Pensions Trust Growth Plan series 4 scheme. The potential liability as at 30 September 2020 was advised as being £213,024 (September 2019: £225,558) including the series 3 scheme.

York CVS currently has 27 active members and Trustees have no plans to withdraw from the scheme. This means that the risk of realising the liability is minimal.

YORK CENTRE FOR VOLUNTARY SERVICE
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

29. Multi employer pension scheme

York CVS participates in the Pensions Trust Growth Plan, which is a multi-employer pension plan with both defined benefit (Growth Plan series 1, 2 and 3) and defined contribution elements (Growth Plan series 4). Since 1 October 2012 contributions have only been made to Growth Plan series 4, a defined contribution scheme. As at the balance sheet date there were 27 active members of the Plan employed by York CVS.

York CVS is unable to identify its share of the underlying assets and liabilities of the scheme as each employer is exposed to actuarial risks associated with the current and former employees of other entities participating in the scheme. The last formal valuation of the Plan was at September 2020. At this stage the market value of the Plan's assets were £799 million, liabilities were £832 million and the deficit was £33 million. The next valuation is due at 30 September 2023.

On advice from the scheme actuary, the scheme employers have agreed an allocation of the scheme shortfall, subject to triennial review. York CVS has agreed to contribute payments into the scheme until March 2025. The liability is discounted to its net present value of £49,148 using a discount factor of 0.66% (2020: 2.53%) and has been recognised within creditors. The cost of unwinding the discount is a finance cost in the SOFA. The movement on the fund is:

	£
At 1 April 2020	58,234
Increase in provision	1,308
Remeasurement	1,681
Released in the year	(12,075)
At 31 March 2021	49,148

The repayment rate from 1 April 2010 is £12,075 per annum, increasing by 3% per year.

The employer's contribution to the Pensions Trust Growth plan was £12,075 for the year ended 31 March 2021 (2020: £11,723) at a contribution rate of 1% – 8% of pensionable salaries to match the employees'. The employer's contribution rate for the year ended 31 March 2022 has been set at 1% - 8%. The employer's contribution for the year ended 31 March 2022 is £12,437.

30. Operating lease commitments

At 31 March 2021 the Charity had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2021 £	2020 £
Not later than 1 year	888	888
Later than 1 year and not later than 5 years	444	1,332
	<u>1,332</u>	<u>2,220</u>

YORK CENTRE FOR VOLUNTARY SERVICE
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

31. Related party transactions

The Charity has not entered into any related party transaction during the year, nor are there any outstanding balances owing between related parties and the Charity at 31 March 2021.