

Key

**VOLUNTARY AND COMMUNITY SERVICES PEAKS AND DALES  
(A COMPANY LIMITED BY GUARANTEE)**

**AUDITED FINANCIAL STATEMENTS FOR THE  
YEAR ENDED 31 MARCH 2018  
REGISTERED CHARITY NO. 1067193  
(REGISTERED COMPANY NO. 2918492)**

THURSDAY



\*A7K946W1\*

A21

06/12/2018

#245

COMPANIES HOUSE

**CONTENTS****PAGE**

Charity Reference and Administrative Details

**1**

Trustees' Annual Report (Incorporating The Directors' Report)

**2-11**

Independent Auditor's report

**12-13**Statement of Financial Activities (Including Income and  
Expenditure Account)**14**

Balance Sheet

**15**

Statement of Cash Flows

**16-17**

Notes to the Financial Statements

**18-28**

**VOLUNTARY AND COMMUNITY SERVICES PEAKS AND DALES  
(A COMPANY LIMITED BY GUARANTEE)**

**CHARITY REFERENCE AND ADMINISTRATION DETAILS**

**Company number:** 2918492

**Registered Charity number:** 1067193

**Trustees:**

David Brindley	(Appointed 20 March 2018)
Will Burton	
Sue Hawkings	(Resigned 23 November 2017)
Helen Hazelhurst	
Fiona Innes	(Resigned 23 November 2017)
Robert Shaw	
Mike Starzec	
Tina Sullivan	
Alan Thompson	
Jonathan Wood	(Appointed 20 December 2017)
Heather Worsley	(Resigned 26 June 2017)

**Company secretary:** G. Geddes

**Key management personnel:** Chief Executive – G Geddes  
Head of Home Support Services – C Gregory  
Head of Aspire Services – K Shenton  
Head of Transport Services – H Gunn  
Operations & Development Manager (Dales) – J Short  
Head of Business Development – D Hackett  
Head of Finance – H Eskriett  
Head of Home Maintenance and Handy Van - D Mint

**Registered office:** 16 Eagle Parade  
Buxton  
Derbyshire  
SK17 6EQ

**Auditor:** Cobb Burgin  
Chartered Accountants and Statutory Auditor  
129a Middleton Boulevard  
Wollaton Park  
Nottingham  
NG8 1FW

**Bankers:** Santander UK plc  
Bridle Road  
Bootle  
Merseyside  
L30 4GB

**VOLUNTARY AND COMMUNITY SERVICES PEAKS AND DALES  
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES' ANNUAL REPORT (INCORPORATING THE DIRECTORS' REPORT)  
YEAR ENDED 31 MARCH 2018**

The Trustees present their report and the audited financial statements of the charity for the year ended 31 March 2018. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 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 published on 16 July 2014 (as amended by Update Bulletin 1 published on 2 February 2016).

**Trustees of the charity**

The directors of the charitable company are its trustees for the purposes of charity law. The trustees who have served during the year and since the year end were as follow:

Alan Thompson  
Robert Shaw  
Helen Hazelhurst  
Jonathan Wood  
Fiona Innes  
Mike Starzec  
Will Burton  
Tina Sullivan  
Sue Hawings  
Heather Worsley  
David Brindley

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing Document**

The organisation is a charitable company limited by guarantee which re-registered as Voluntary and Community Services Peaks and Dales on 21<sup>st</sup> October 2013 having been previously registered as Volunteer Centre Buxton. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association.

The Charity has a Board of Trustees/Directors that is responsible for the governance of the Charity.

**Recruitment and Appointment of Trustees**

The Directors of the company are charity trustees for the purposes of charity law and under the Company's Articles are known as members of the Management Committee. The members of the Committee are elected for a period of three years after which they must be re-elected at the next AGM.

New trustees are appointed on the basis that they have appropriate skills and knowledge commensurate with the governance of a Charitable Company, and have knowledge and experience relating to the voluntary sector, our service provision, the area of benefit or communities of interest, or have other specific areas of knowledge or experience that have been identified by the Trustees as valuable to the governance of the Charity.

The Board of Trustees is periodically subject to a skills audit exercise to identify training needs, and gaps on the Board that can be filled through recruitment.

**VOLUNTARY AND COMMUNITY SERVICES PEAKS AND DALES  
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES' ANNUAL REPORT (INCORPORATING THE DIRECTORS' REPORT)  
YEAR ENDED 31 MARCH 2018 (CONTINUED)**

**Trustee Induction and Training**

All Trustees are familiar with the work of the organisation as many have been directly involved through their volunteering work and through quarterly project and service reports. Newly recruited Trustees meet the Chair of the organisation and attend a short training session with the Chief Executive and key staff. These sessions include:

- learning about the organisation and its aims and objectives, finding out about the various projects we run and meeting the staff involved in these projects.
- being given a Trustees task description and the last 2 years annual reports including finances, future plans and developments. This information is supported by the provision of a VCSPD Induction Pack with the relevant information provided and ongoing information from the Charity Commission etc.

**Management**

The Trustees delegate a large amount of the day to day decisions involved in the running of the Charity to the paid staff, and in particular to the Chief Executive. The Chief Executive reports directly to the Board. Decisions that will have a significant financial or operational impact, or that will make significant changes to the way the Charity is governed and administered are referred to the Board.

**Staff Remuneration**

In determining staff salaries, the Board consider staff remuneration in similar charities and uses these as a benchmark in determining salaries paid within VCSPD.

**Meetings**

The Board meets quarterly, with sub-group specialist meetings scheduled between the Board meeting dates. These sub groups provide support to the Chief Executive, and make best use of the specialist skills our trustees bring to the organisation.

**Members**

The members of the Charity are the Trustees.

**Risk Management**

The Trustees recognise the importance of Risk Management within the framework of governance and internal control. The Trustees continue to review the major risks to which the charity is exposed and systems have been established to mitigate those risks. A risk management policy has been implemented comprising

- A regular review of the risks which the charity may face and updating of the risk register
- The establishment of systems and procedures to mitigate those risks identified in the review
- The implementation of procedures designed to minimise any potential impact on the charity should any of these risks materialise. These are found in the Business Continuity Plan.

**VOLUNTARY AND COMMUNITY SERVICES PEAKS AND DALES  
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES' ANNUAL REPORT (INCORPORATING THE DIRECTORS' REPORT)  
YEAR ENDED 31 MARCH 2018 (CONTINUED)**

**OBJECTIVES AND ACTIVITIES OF THE CHARITY AND PUBLIC BENEFIT**

The Objects of the Charity, as stated in its governing document, are as follows:

- (i) To broker, promote and support voluntary work in local organisations
- (ii) To offer direct services to assist vulnerable people
- (iii) To champion and promote volunteering in the wider community

The overall aim of VCSPD is to encourage voluntary activity to support stronger and more cohesive communities, and to provide services that enable vulnerable people to live more independent and fulfilled lives.

VCSPD engages in the following activities to meet these aims:

- Volunteer brokerage – supporting people to find a volunteering role
- Volunteering development – supporting voluntary organisations in the management and support of their volunteers
- Domiciliary care and support for older people
- Personal care and support in the community for children and adults with a disability and/or additional support needs
- Transport to medical and hospital appointments
- Befriending and practical help to reduce social isolation and support independent living
- Home from Hospital service, social contact and practical help to assist people after a stay in hospital
- Wheelchair loans and hearing aid battery distribution
- Home maintenance, cleaning and gardening services
- Handy Van service
- Payroll services for small organisations

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

**ACHIEVEMENTS AND PERFORMANCE**

**Overview**

The last 12 months have seen a steady growth of many of our established services and some very encouraging successes in securing new contracts, continuation funding and grant support for new service development. During the year our services supported over 5,300 people.

Our CQC regulated care services continued to grow – but was countered by the challenge of recruiting sufficient care staff to meet the growing demand, as well as managing the increasing costs in delivering complex care packages on low margin contracts.

VCSPD is a key service provider in the health and social care sector in Derbyshire. By developing innovative and effective services we are able to respond to the emerging and growing needs of an ageing population, and an increasingly under resourced social care and health system. An example of this is our 'Home from Hospital' service in the southern Dales. Having taken some time to become established, the service now plays a valuable role in helping older, vulnerable people to return home safely after a stay in hospital - helping build confidence to cope at home and reducing the likelihood of re-admission to hospital.

## **VOLUNTARY AND COMMUNITY SERVICES PEAKS AND DALES (A COMPANY LIMITED BY GUARANTEE)**

Building on our experience in the southern Dales, we were delighted to secure funding for a similar service in the High Peak and north Dales. Working in partnership with New Mills Volunteer Centre and The Bureau, Glossop in the High Peak, the service will launch in Spring 2018.

VCSPD is always keen to explore and develop opportunities with other partners, and was therefore delighted to lead a successful consortium bid for Derbyshire County Council's Active Travel contract in the High Peak and North Derbyshire Dales. The service commenced in October 2017 and has already exceeded DCC's delivery expectations. The contract remains in place until March 2020.

As in previous years, funding for many of our services continued to be a major concern. This was particularly the case with regards to our funding support from the Clinical Commissioning Groups (CCGs), who as the financial year ended in March 2018, were only able to confirm their funding on a 3 month's basis.

Better news came in January 2018 when Macmillan Cancer Support confirmed a 2-year extension to our service agreement for our Readycall Macmillan service in the Derbyshire Dales. Over the years we have built a strong relationship with Macmillan, and very much value their funding and guidance in enabling us to continue to grow the service and the team of dedicated and skilled volunteers that help us to support so many service users.

We continued to engage in service development and planning meetings at local and county level. Our Chief Executive participated in strategic meetings for health and social care service delivery, including High Peak and Derbyshire Dales Place meetings, Public Health Locality meetings and STP development meetings with the CCG and others.

With over 140 staff and 280 volunteers helping to deliver our services, VCSPD is a major employer in the area. Our staff and volunteer teams are based in Buxton, Ashbourne, Bakewell, Chesterfield and Tameside and we provide services across the High Peak, North Derbyshire and the Derbyshire Dales.

Ongoing performance evaluation of all of our services is key to ensuring that we continue to deliver services that are needed and valued. The views of our service users, funders and stakeholders help us refine and improve what we do and we value external endorsement of our services through peer review and formal quality accreditation. During the year VCSPD was proud to achieve the following:

- Aspire Tameside – CQC Inspection rating of 'GOOD'.
- Home Support Service – Derbyshire County Council's Dignity & Respect Award.

As statutory funding streams reduce, strategic planning for the longer term sustainability of the organisation and the services we provide is essential. Grant support from the 'Big Potential' fund has enabled us to benefit from support and guidance from consultancy firm, 'Fresh Management'. This enabled us to identify new areas for service development and to review our charging and costing models. The measures identified will take time to yield results, but in the longer term, will help strengthen our financial reserves and the future viability of our services.

Our Aspire Tameside service has continued to build on our relationships with the CCG and Social Care teams in Tameside, with grant support agreed through to March 2019. The service provides much needed respite and support to carers and families with a child with a disability.

Funding from the Garfield Weston Foundation enabled us to dedicate some staff resources to fundraising and marketing activities. A number of events were held during the year, culminating in our first 'Pride of Buxton Awards Night' - a wonderful public event held at the Dome in Buxton. With support from the Buxton Advertiser and the University of Derby, the evening recognised local businesses and members of the public who had demonstrated outstanding levels of care and compassion for others in their community.

## **VOLUNTARY AND COMMUNITY SERVICES PEAKS AND DALES (A COMPANY LIMITED BY GUARANTEE)**

VCSPD itself was chosen as 'Charity of the Year' by the staff at the Buxton branch of Marks and Spencer's, benefiting from bag packs and other fundraising activities. Support from the local community was also evident in the Derbyshire Dales, with valuable donations and help received from local community based trusts, as well the commercial sector.

VCSPD's offices and services are at the heart of the local community. With support from an anonymous donor and the Bingham Trust, we were delighted to be able to install a 24-hour accessible defibrillator unit on the outside of our offices on the Market Place in Buxton. The unit was launched by the Mayor of the High Peak, Cllr Matthew Stone and East Midlands Ambulance Service with a practical 'live' demonstration.

VCSPD continued to be a dynamic organisation, seeking new opportunities that help us to better support our local communities. During the year, we had good success in attracting new funding to the organisation. These included grants from Comic Relief, Derbyshire County Council, Foundation Derbyshire, the Bingham Trust, the Sage Foundation, and a number of smaller grants from a range of charitable trusts. These new income streams will contribute towards the development of new services and activities in the coming year.

VCSPD has provided the following services throughout the year:

### **Volunteering Development**

Our Volunteering Development Coordinators have played a key role in growing the number of people who volunteer in the Derbyshire Dales and High Peak, introducing 355 new people to volunteering. Working with over 250 organisations that need volunteers to support their activities, our Volunteering Development team have promoted hundreds of interesting and rewarding volunteering opportunities. We also worked in partnership with Derbyshire County Council to provide accredited 'passport' training for both young and older volunteers for Derbyshire County Council.

### **Aspire Services**

Our Aspire Services provide one to one flexible support to disabled children and young people in Chesterfield, High Peak, the north Dales and Tameside. Much of this support is funded through block contracts with DCC and Tameside CCG, but we also provide one to one support through individual direct payments or personal budget arrangements with service users. In 2017-18 we began providing more intensive support through our 'Specialist Supported Living' contract, enabling young adults with complex support needs to live independently. Aspire also organise a number of group activities and trips that provide social interaction, fun activities and new experiences for service users. In 2017-18 we supported 101 service users and provided 58,700 care hours. This represents a 40% growth in care hours provided on the previous year.

### **Home Support Service**

Our Home Support Service assists older people in the Buxton and surrounding area with all aspects of personal care through a range of support options. These include 'pop-in' calls, day time and night time sits, as well as 'out and about' sessions in the community. Working closely with Adult Care, the CCGs, local hospitals and GP practices, we help people to retain their independence and to reduce the likelihood of hospital admissions.

As a well-established service, our staff have built a strong reputation as a reliable, caring and personal service. In 2017-18 our Home Support care staff supported 131 service users with around 11,300 care hours.

### **Transport**

Our volunteer transport services provide pre-booked transport to medical appointments and socially therapeutic activities for older and disabled people in the Southern Derbyshire Dales and the Buxton and surrounding areas. In addition, the transport service in Buxton provides minibus transport for groups and has its own small 'wheelchair accessible' vehicle for medical and hospital journeys. In the Southern Derbyshire Dales, the scheme has worked in



## **VOLUNTARY AND COMMUNITY SERVICES PEAKS AND DALES (A COMPANY LIMITED BY GUARANTEE)**

partnership with our Readycall Macmillan service to provide subsidised transport for cancer patients.

From October 2017, we began delivering the 'Active Travel' service, under contract to Derbyshire County Council. The service focusses on transport for medical appointments, and is delivered in partnership with Bakewell & Eyam Community Transport, New Mills Volunteer Centre and The Bureau, Glossop. We also provide the service in the southern Derbyshire Dales in partnership with South Derbyshire CVS.

In 2017-2018 our volunteer drivers carried out 15,000 journeys for over 1030 people, donating over 8,300 volunteer hours.

### **Home Maintenance and Cleaning Service**

These services were established as social enterprises that address local identified needs, and that we hope, over time, will generate surplus income to support our 'non-charged for' services that help vulnerable people.

Our Home Maintenance team offer a home repair and general maintenance service to residents of the High Peak, many of whom will be users of our other services. However, as in the previous year, the service continued to run at a deficit. A service restructure in January should improve the financial viability of the service in the coming year.

Our Cleaning Service offers domiciliary cleaning in the Buxton and High Peak area. This is also a 'charged for' service, with the majority of customers being older people who need assistance with the cleaning of their home. The service has remained stable during the year, and we hope to grow staff and service user numbers in the coming year.

### **Handy Van**

This service, provided under contract with Derbyshire County Council, and in partnership with Derbyshire Fire and Rescue Service, offers a range of fire safety, security and telecare support to people aged 60 and over who live in the High Peak, North East Derbyshire, Chesterfield and the northern Derbyshire Dales. Over the past year the Handy Van service has provided support to 3455 service users.

### **Befriending (Buxton)**

The service supports older, lonely and isolated people in Buxton and the surrounding area, by visiting people at home and offering practical help and support and, most importantly, company and conversation.

This year the service again worked in partnership with Buxton and Leek College, providing a weekly 'Coffee Club', which takes place in the beautiful Buxton Dome. The Club is organised by our Befriending Service Coordinator, and is delivered through support from volunteers and students at the College.

Our team of volunteer befrienders supported 30 people on an ongoing basis during the year, donating 1050 hours of volunteering time.

### **Readycall Macmillan (Befriending and practical help)**

In partnership with Macmillan Cancer Support and Southern Derbyshire CCG, this service provides support to people aged 60 and over who are, or have been affected by cancer or are living with other life limiting conditions. The service also supports carers, helping to give them a vital break from their caring role.

With the support of trained volunteers, we provide befriending, shopping, practical support and subsidised transport for cancer related medical appointments. Referrals continue to increase with the last 12 months seeing a 12% increase in service provision. Our dedicated team of 139 volunteers helped over 195 service users with 5016 hours of practical help and befriending contact. We are delighted that Macmillan Cancer Support decided to further extend their funding through to March 2020 for this service.

### **Home from Hospital Service (Southern Derbyshire Dales)**

With funding support from Southern Derbyshire CCG, this service provides practical help and social contact to older people on returning home after a stay in hospital. Working with the

## **VOLUNTARY AND COMMUNITY SERVICES PEAKS AND DALES (A COMPANY LIMITED BY GUARANTEE)**

discharge teams from the local community and city hospitals, the service helps patients to return home safely, helps build self-confidence to be able to cope at home and reduces the likelihood of a readmission to hospital. Our Home from Hospital Coordinator, and her team of volunteers provide support over a 6-week period, after which the service user is hopefully able to cope alone, or if not, is referred on to other support services that will assist them in their rehabilitation.

Although it took some time for the service to become established, over the last year the service helped 34 service users. After initial support from the Home from Hospital service, many of these service users were able to benefit from some of our other support services. At the close of the financial year the long term future of this service remained uncertain, with CCG funding only confirmed on a rolling 3 months' basis.

### **Sibling Support Project**

The sibling support group offers children and young adults aged 5-17, with a disabled sibling the opportunity to meet in a group setting on a regular basis. The group provides a fun space where they can discuss and share their feelings and experiences, develop coping strategies, enhance their knowledge about different disabilities and most off all make new friends. Over the past 12 months, we have held 12 sessions and two trips out. 10 children regularly attended the group in the High Peak, and we are now looking to establish a new group in the Derbyshire Dales.

### **Additional Services**

Our Buxton and Ashbourne offices are based in the town centres and offer a range of developing services. These include a short-term wheelchair loan service, hearing aid battery exchange and a collection point for a community 'fruit and veg' bag scheme. We also offer meeting room facilities and a payroll service.

## **STAFF, VOULUNTEERS AND TRUSTEES**

Our staff numbers remained stable over the year, but we face ongoing challenges in the recruitment of care staff in the High Peak, North Dales and Tameside to enable us to meet the demands of our growing care services.

Our office based staff team also saw some new faces. We recruited two part-time staff to raise our fundraising and marketing profile. In response to the rapid growth of the Aspire services, Lee Hancox was appointed as Deputy Head, strengthening the office team and providing operational and strategic support to Kate Shenton.

Polly Yates, our Readycall Macmillan Manager left us in February for a new challenge. Polly is credited with achieving tremendous success in growing the Readycall Macmillan service, for building a strong relationship with Macmillan and for developing a highly professional and much respected service. The development of our Derbyshire Dales based services will in future be led by Juliet Short, who joined us in February.

As a Volunteer Centre, we recognise and value the fantastic contribution that volunteers make to our organisation and the community. We have over 280 volunteers actively supporting our services: these volunteers help deliver our Befriending Service in Buxton, our Readycall Macmillan and 'Home from Hospital' services in the Derbyshire Dales, our Transport Services in the High Peak and Derbyshire Dales, and provide office and reception support in our Buxton and Ashbourne offices. Our trustees, who also give their time voluntarily, provide governance and guidance to the organisation as a whole.

We have seen a number of changes in the membership of the Board over the past 12 months, saying farewell to some long established trustees.

Heather Worsley stood down in June when she moved to sunnier climes. Heather was for many years the Chair of Volunteer Centre Buxton, as well as for the newly established

## **VOLUNTARY AND COMMUNITY SERVICES PEAKS AND DALES (A COMPANY LIMITED BY GUARANTEE)**

VCSPD, overseeing the merger process. Her openness, passion and wealth of experience were key in helping the merger succeed. She was also a very active volunteer, providing transport and reception support, and is fondly remembered by many of our service users. We are extremely grateful to Heather for her outstanding contribution to the management and development of the organisation over so many years.

We also bid farewell to Sue Hawkings and Fiona Innes. Sue had been a trustee of Volunteer Centre Derbyshire Dales, remaining on the Board through the merger process, and playing a key role in the discussions. Fiona, was a long standing trustee of Volunteer Centre Buxton, and with a professional background in supported housing and independent living, she provided valuable guidance to the organisation in the development of our services.

The loss of these key trustees was countered by the appointments of David Brindley and Jon Wood, who joined the Board in November. David, is a retired head teacher, a volunteer driver and a very active member of the Buxton community. Jon is a volunteer with our Readycall Macmillan service, and as a retired solicitor his legal knowledge further strengthens the skill set of the Board.

### **FINANCIAL REVIEW**

The year saw an uplift in incoming funds and related expenditure. While there was an overall deficit of £43,067 at the end of the year, it should be noted that a significant part of the deficit arose due to the accounting requirement to recognise all income in the year it is received.

Grants received in 2016/17 and held in restricted reserves, including those from Garfield Weston and Southern Derbyshire CCG for Readycall, were included in the income for 2016/17 but utilised in 2017/18.

The Trustees also recognised a need to put into designated reserves at the end of 2016/17 an amount for Home Maintenance while it established and developed in 2017/18.

The overall movement in reserves making up the deficit was:

- A reduction of £27,615 in restricted reserves.
- A reduction of £25,445 in designated reserves
- An increase of £9,993 in general reserves

At 31 March 2018, VCSPD had overall reserves of £286,446 of which £57,256 is allocated to restricted funds, leaving £229,190 retained as unrestricted funds.

£135,437 of the unrestricted reserves has been designated for specific items of expenditure leaving available reserves at 31 March 2018 of £93,753.

See Fund Accounting on page 18 for descriptions of the different types of reserves

### **RESERVES POLICY**

Reserves are kept to ensure that VCSPD continues to meet its legal obligations to its staff, many of whom are long serving, and also to the members of the community to whom we provide services. It is agreed that VCSPD aims to have 3 months running costs kept in reserve to ensure the organisation is able to meet its obligations.

We have free reserves of £93,753 which equates to 4 months of support costs, which is above the obligations of the current reserves policy.

## **VOLUNTARY AND COMMUNITY SERVICES PEAKS AND DALES (A COMPANY LIMITED BY GUARANTEE)**

### **FUTURE PLANS AND EXTERNAL FACTORS AFFECTING THE CHARITY**

Over the coming 12 months we will be building on our partnership work with Buxton and Leek College, Macmillan Cancer Support, Derbyshire County Council, Tameside, North and South Derbyshire CCGs and with colleagues across the voluntary sector.

Working with our voluntary sector partners in the High Peak, we will launch our Home from Hospital service, and build a team of volunteers to help us deliver support.

We will continue to build on the initiatives begun by our marketing and fundraising team, and will further explore ideas for rebranding the organisation.

We will continue to review the financial performance of all of our services, ensuring that they are financially sustainable through efficient management of costs and where appropriate, competitive charge rates.

We will work to strengthen our services and to identify new ventures to help achieve greater financial sustainability of the organisation as a whole. We currently await the outcome on a number of funding applications for some exciting, larger scale projects and new service development.

We will invest staff time and resources in ensuring that our CQC regulated services continue to improve and are able to respond to the growing needs of the communities. We will continue to raise public recognition of the essential contribution that care staff make to the local community.

We will grow the range of befriending and social activity support we provide to the lonely and socially isolated across our geographical area. Over the coming 3 years, our grant from Comic Relief will enable our *Alive & Kickin'* project to develop innovative, social opportunities that are tailored to an ageing population that is IT and social media savvy.

The reduction in grant support from statutory bodies remains a significant concern for the Charity, but VCSPD is proactive in identifying new opportunities to help limit the longer term impact of loss of funding. Experience, however, tells us that new services do take time to become established and sustainable. We ask therefore that funding bodies consider a phased reduction in any grant support, rather than a removal of all funding. This would help ensure that a framework on which to build and deliver services is retained

The trustees have a business continuation plan and risk management process in place. They therefore remain optimistic about VCSPD's ability to be able to maintain the services we deliver.

### **TRUSTEES' RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS**

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (UK GAAP).

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;

**VOLUNTARY AND COMMUNITY SERVICES PEAKS AND DALES**  
**(A COMPANY LIMITED BY GUARANTEE)**

- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business

The trustees are responsible for keeping proper accounting records that 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 or other irregularities.

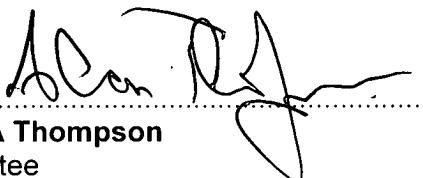
The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

In so far as the trustees are aware:

- There is no relevant information, being information needed by the auditor in connection with preparing their report, of which the company's auditors are unaware, and
- The trustees, have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

This report is prepared in accordance with the Statement of Recommended Practice Accounting and reporting by Charities FRS102 (issued January 2015) and in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by the Board of Trustees on 19/10/2018 and signed on its behalf by:

  
.....  
**Mr A Thompson**  
Trustee

## **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF VOLUNTARY AND COMMUNITY SERVICES PEAKS AND DALES**

### **Opinion**

We have audited the financial statements of Voluntary and Community Services Peaks and Dales for the year ended 31 March 2018 which comprise statement of Financial Activities (including income and expenditure account), the Balance Sheet, Statement of Cash Flow and the related notes and notes to the financial statements 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 2018 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to smaller entities; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

### **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 UK, including the FRC'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**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

### **Other information**

The trustees are responsible for the other information. The other information comprises the information included in the trustees' annual report, other than the financial statements and our auditor's report thereon. 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.

In connection with our audit of the financial statements, 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 audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. 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 (incorporating the directors' report) for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report has been prepared in accordance with applicable legal requirements.

## INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF VOLUNTARY AND COMMUNITY SERVICES PEAKS AND DALES (CONTINUED)

### 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 directors' report.

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

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us;
- the financial statements are not in agreement with the accounting records and returns;
- 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.
- the trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemption in preparing the directors' report.

### Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on pages 10 and 11 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.

### 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.

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



Philip Handley FCA (Senior Statutory Auditor)  
For and on behalf of Cobb Burgin

Date 28<sup>th</sup> November 2018

129A Middleton Boulevard  
Wollaton Park  
Nottingham  
NG8 1FW

**VOLUNTARY AND COMMUNITY SERVICES PEAKS AND DALES  
(A COMPANY LIMITED BY GUARANTEE)**

**STATEMENT OF FINANCIAL ACTIVITIES INCLUDING (INCOME AND EXPENDITURE  
ACCOUNT) FOR THE YEAR ENDED 31 MARCH 2018**

	Notes	Unrestricted Funds	Designated funds	Restricted funds	Total	2017
<b>Income</b>		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Donations and legacies</b>	<b>2</b>	31,546	-	10,000	<b>41,546</b>	104,783
<b>Income from charitable activities</b>						
Grants	<b>3</b>	357,033	-	47,993	<b>405,026</b>	262,390
Service delivery income	<b>3</b>	802,393	-	-	<b>802,393</b>	859,439
Other	<b>3</b>	340,407	-	-	<b>340,407</b>	309,337
<b>Investments</b>						
Bank interest		450	-	-	<b>450</b>	974
<b>Total income</b>		<u>1,531,829</u>	<u>-</u>	<u>57,993</u>	<u><b>1,589,822</b></u>	<u>1,536,923</u>
<b>Expenditure on</b>						
Charitable activities	<b>4</b>	<u>1,540,577</u>	<u>-</u>	<u>92,312</u>	<u><b>1,632,889</b></u>	<u>1,487,373</u>
<b>Total expenditure</b>		<u>1,540,577</u>	<u>-</u>	<u>92,312</u>	<u><b>1,632,889</b></u>	<u>1,487,373</u>
<b>Net income/(expenditure)</b>	<b>6</b>	( 8,748)	-	( 34,319)	<b>(43,067)</b>	49,550
Transfer between funds	<b>12</b>	<u>18,741</u>	<u>(25,445)</u>	<u>6,704</u>	<u>-</u>	<u>-</u>
Net movement in funds in the year		9,993	(25,445)	( 27,615)	<b>(43,067)</b>	49,550
<b>Reconciliation of funds:</b>						
<b>Funds brought forward</b>	<b>11/12</b>	<u>83,760</u>	<u>160,882</u>	<u>84,871</u>	<u><b>329,513</b></u>	<u>279,963</u>
<b>Funds carried forward</b>	<b>11/12</b>	<u><b>93,753</b></u>	<u><b>135,437</b></u>	<u><b>57,256</b></u>	<u><b>286,446</b></u>	<u>329,513</u>

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

The notes on pages 18 to 28 form an integral part of these financial statements




**VOLUNTARY AND COMMUNITY SERVICES PEAKS AND DALES**  
**(A COMPANY LIMITED BY GUARANTEE)**

**BALANCE SHEET AT 31 MARCH 2018**

		2018	2017
	Note	£	£
<b>FIXED ASSETS</b>			
Tangible assets	8	12,771	20,102
<b>CURRENT ASSETS</b>			
Debtors	9	236,831	186,751
Cash at bank and in hand		<u>161,117</u>	<u>229,148</u>
		397,948	415,899
<b>CREDITORS: amounts falling due within one year</b>	10	<u>( 124,273)</u>	<u>(106,488)</u>
<b>NET CURRENT ASSETS</b>		<u>273,675</u>	<u>309,411</u>
<b>NET ASSETS</b>		<u>286,446</u>	<u>329,513</u>
<b>CHARITY FUNDS</b>			
Unrestricted funds	11	93,753	83,760
Designated funds	11/13	135,437	160,882
Restricted funds	11	<u>57,256</u>	<u>84,871</u>
<b>TOTAL CHARITY FUNDS</b>	12	<u>286,446</u>	<u>329,513</u>

These financial statements are prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 and with the Financial Reporting Standard 102.

Approved on behalf of the board of trustees on 19/10/2018 and signed on its behalf by:

  
Mr A. Thompson - Trustee

  
Mr R. Shaw - Trustee

The notes on pages 18 to 28 form part of these financial statements

**VOLUNTARY AND COMMUNITY SERVICES PEAKS AND DALES**  
**(A COMPANY LIMITED BY GUARANTEE)**

**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 31 MARCH 2018**

	Notes	2018 £	2017 £
<b>Cash flow from operating activities</b>	<b>1</b>	<b>(66,947)</b>	<b>27,005</b>
<b>Cash flows from investing activities</b>			
Interest received		450	974
Payments to acquire tangible fixed assets		<u>( 1,534)</u>	<u>( 17,950)</u>
<b>Net cash flow from investing activities</b>		<u>( 1,084)</u>	<u>( 16,976)</u>
<b>Increase/(decrease) in cash and cash equivalents</b>		<b>(68,031)</b>	<b>10,029</b>
<b>Cash and cash equivalents at 1 April 2017</b>		<u><b>229,148</b></u>	<u><b>219,119</b></u>
<b>Total cash and cash equivalents at 31 March 2018</b>	<b>2</b>	<u><b>161,117</b></u>	<u><b>229,148</b></u>

The notes on pages 18 to 28 form part of these financial statements

**VOLUNTARY AND COMMUNITY SERVICES PEAKS AND DALES**  
**(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 31 MARCH 2018**

**1. RECONCILIATION OF NET INCOME/EXPENDITURE TO NET CASH FROM OPERATING ACTIVITIES**

	2018 £	2017 £
Net income/expenditure for the year before	(43,517)	48,576
Depreciation of tangible fixed assets	8,865	6,896
(Increase) in debtors	( 50,080)	( 37,352)
(Decrease)/Increase in creditors	<u>17,785</u>	<u>8,885</u>
<b>Net cash inflow from operating activities</b>	<u><b>66,947</b></u>	<u><b>27,005</b></u>

**2. ANALYSIS OF CHANGES IN NET FUNDS**

	1 April 2017 £	Cash flow £	31 March 2018 £
Net cash			
Cash at bank and in hand	<u>229,148</u>	<u>( 68,031)</u>	<u><b>161,117</b></u>

**VOLUNTARY AND COMMUNITY SERVICES PEAKS AND DALES  
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE  
YEAR ENDED 31 MARCH 2018**

**1. ACCOUNTING POLICIES**

Voluntary and Community Services Peaks and Dales is a private company, limited by guarantee, registered in England and Wales. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member. The company's registered number and registered office address can be found on the company information page.

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

Voluntary and Community Services Peaks and Dales 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 note(s).

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

**INCOME**

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

**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 Bank.

**DONATED GOODS**

The charity has not received any material donated goods for its own use. Small items are not recognised in the Statement of Financial Activities.

The monetary value of volunteer services are not recognised in the Statement of Financial Activities.

**FUND ACCOUNTING**

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work.

**VOLUNTARY AND COMMUNITY SERVICES PEAKS AND DALES**  
**(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED**  
**31 MARCH 2018 (CONTINUED)**

**EXPENDITURE AND IRRECOVERABLE VAT**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- expenditure on charitable activities includes the costs of its activities and services for beneficiaries it includes both costs that can be directly allocated to such activities and those costs of an indirect nature necessary to support them.
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

All costs are allocated between the 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.

**SUPPORT COSTS ALLOCATION**

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs, governance costs, administrative payroll costs. They are incurred directly in support of expenditure on the objects of the charity and include project management carried out at Headquarters. Where support costs cannot be directly attributed to particular headings they have been allocated to cost of raising funds and expenditure on charitable activities on the basis consistent with use of the resources. Overheads have been allocated on a basis of budgeted turnover.

**HIRE PURCHASE AND LEASING COMMITMENTS**

Rentals paid under operating leases are charged to the income and expenditure account on a straight line basis over the period of the lease.

**FIXED ASSETS**

Fixed assets are included in the balance sheet at cost less accumulated depreciation. Depreciation had been provided to write off the cost of fixed assets over their estimated useful lives at the following rates per annum:

Computer Equipment	-	33 1/3% on cost
Office Equipment	-	25% on cost
Motor Vehicles	-	25% on cost
Leasehold improvements	-	over the length of the lease
Individual assets costing less than £1,000 are not generally capitalised.		

**DEBTORS**

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

**CASH AT BANK AND IN HAND**

Cash at bank and cash 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.

**VOLUNTARY AND COMMUNITY SERVICES PEAKS AND DALES**  
**(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED**  
**31 MARCH 2018 (CONTINUED)**

**CREDITORS AND PROVISIONS**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

**PENSIONS**

The pension costs charged in the financial statements represent the contribution payable the company during the year to a defined contribution scheme.

**VOLUNTARY AND COMMUNITY SERVICES PEAKS AND DALES**  
(A COMPANY LIMITED BY GUARANTEE)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2018**

**2. DONATIONS**

	Other	Transport	Home	Home	Aspire	Car scheme	Handy van	Ready call	Total	2017
	£	Buxton	maintenance	support	service	(dales)	£	£	£	£
Donations	13,636	745	1,308	204	4,230	473	10	2,255	<b>22,861</b>	11,427
Income in kind	-	-	-	-	-	-	-	-	-	13,000
<b>Grant funding</b>										
High Peak Borough Council	5,000	-	-	-	-	-	-	-	<b>5,000</b>	5,000
The Edith Murphy Foundation	-	-	-	-	-	-	-	-	-	4,000
Foundation Derbyshire	-	-	-	-	-	-	-	-	-	4,227
Garfield Weston	-	-	-	-	-	-	-	-	-	25,000
Big Lottery fund	10,000	-	-	-	-	-	-	-	<b>10,000</b>	17,350
Derbyshire County Council	-	-	-	-	-	-	-	-	-	18,000
Various grants	2,950	622	-	-	-	-	113	-	<b>3,685</b>	6,779
<b>TOTAL</b>	<b>31,586</b>	<b>1,367</b>	<b>1,308</b>	<b>204</b>	<b>4,230</b>	<b>473</b>	<b>123</b>	<b>2,255</b>	<b>41,546</b>	<b>104,783</b>

**VOLUNTARY AND COMMUNITY SERVICES PEAKS AND DALES**  
(A COMPANY LIMITED BY GUARANTEE)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2018**

**3. INCOME FROM CHARITABLE ACTIVITIES**

	Other	Transport	Home	Home	Aspire	Car scheme	Handy van	Ready call	Total	2017
	£	Buxton	maintenance	support	service	(dales)	£	£	£	£
<b>Grants</b>										
North Derbyshire CCG	17,986	17,061	-	33,469	-	-	-	-	<b>68,516</b>	-
Tameside and Glossop CCG	-	-	-	-	93,333	-	-	-	<b>93,333</b>	80,810
Southern Derbyshire CCG	18,827	-	-	-	-	16,544	-	12,000	<b>47,371</b>	44,934
Children in Need	-	-	-	-	15,166	-	-	-	<b>15,166</b>	23,867
High Peak Borough Council	-	-	-	-	-	-	-	-	-	-
Bus operators grants	-	-	-	-	-	-	-	-	-	-
Derbyshire County Council	30,236	16,306	-	-	2,000	-	7,000	-	<b>55,542</b>	112,253
Macmillan Cancer support	-	-	-	-	-	-	-	124,572	<b>124,572</b>	137,072
Other grants	-	-	-	-	-	526	-	-	<b>526</b>	526
	<u>67,049</u>	<u>33,367</u>	<u>-</u>	<u>33,469</u>	<u>110,499</u>	<u>17,070</u>	<u>7,000</u>	<u>136,572</u>	<b><u>405,026</u></b>	<u>399,462</u>
<b>Service agreements</b>										
Southern Derbyshire CCG	-	-	-	-	-	4,500	-	-	<b>4,500</b>	-
North Derbyshire CCG	-	-	-	723,886	-	-	-	-	<b>123,886</b>	128,560
Derbyshire County Council	-	13,750	-	-	530,008	-	130,249	-	<b>674,007</b>	593,811
	<u>-</u>	<u>13,750</u>	<u>-</u>	<u>123,886</u>	<u>530,008</u>	<u>4,500</u>	<u>130,249</u>	<u>-</u>	<b><u>802,393</u></b>	<u>722,367</u>
<b>Other</b>										
Transport charges	8,328	55,792	2,983	1,079	22,404	17,706	-	-	<b>108,292</b>	98,798
Client contribution	6,921	-	39,017	32,401	94,486	-	283	-	<b>173,108</b>	156,442
Other income	10,747	104	26,003	-	257	-	21,896	-	<b>59,007</b>	54,097
	<u>25,996</u>	<u>55,896</u>	<u>68,003</u>	<u>33,480</u>	<u>117,147</u>	<u>17,706</u>	<u>22,179</u>	<u>-</u>	<b><u>340,407</u></b>	<u>309,337</u>
<b>TOTAL</b>	<b><u>93,045</u></b>	<b><u>103,013</u></b>	<b><u>68,003</u></b>	<b><u>190,835</u></b>	<b><u>757,654</u></b>	<b><u>39,276</u></b>	<b><u>159,428</u></b>	<b><u>136,572</u></b>	<b><u>1,547,826</u></b>	<b><u>1,431,166</u></b>



**VOLUNTARY AND COMMUNITY SERVICES PEAKS AND DALES**  
(A COMPANY LIMITED BY GUARANTEE)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2018**

**4. EXPENDITURE ON CHARITABLE ACTIVITIES**

	Other	Transport	Home	Home	Aspire	Car scheme	Handy van	Ready call	Total	2017
	Buxton	maintenance	support	service	(dales)					
	£	£	£	£	£	£	£	£	£	£
Direct project costs	-	9,345	11,404	344	13,141	1,250	25,608	5,335	<b>66,427</b>	82,999
Travel	890	-	-	16,475	72,076	-	-	4,519	<b>93,960</b>	94,356
Motor expenses	5,160	2,749	5,485	-	106	-	699	-	<b>14,199</b>	16,992
Training and recruitment	1,078	-	-	796	10,280	-	-	494	<b>12,648</b>	6,286
Volunteer expenses	16	30,222	18	-	259	15,769	-	2,276	<b>48,560</b>	52,397
Staff salaries	-	31,467	60,211	160,467	630,531	13,427	118,407	80,688	<b>1,095,198</b>	950,116
Support costs (see note 5)	138,174	17,130	16,476	13,309	58,424	8,139	19,998	30,247	<b>301,897</b>	284,227
	<b>145,318</b>	<b>90,913</b>	<b>93,594</b>	<b>191,391</b>	<b>784,817</b>	<b>38,585</b>	<b>164,712</b>	<b>123,559</b>	<b>1,632,889</b>	1,487,373

**5. ANALYSIS OF SUPPORT COSTS**

Wages and staff welfare	102,376	3,780	4,348	4,420	20,964	1,464	12,880	9,279	<b>159,511</b>	138,296
Establishment costs	8,897	2,655	2,124	2,621	11,932	2,448	1,717	10,532	<b>42,926</b>	29,445
Equipment lease	524	304	243	300	1,239	209	197	625	<b>3,641</b>	4,510
Administration costs	3,099	2,018	1,577	2,970	14,285	1,638	4,563	7,908	<b>38,058</b>	34,418
Subscriptions	2,419	1,440	70	2,204	4,345	720	-	662	<b>11,860</b>	7,571
Depreciation	4,378	3,250	1,237	-	-	-	-	-	<b>8,865</b>	6,896
Bank charges	882	-	-	-	-	-	194	-	<b>1,076</b>	611
Bad debts	2,837	3,079	6,394	198	3,198	1,244	57	-	<b>17,007</b>	44,455
Audit and accountancy	1,039	604	483	596	2,461	416	390	1,241	<b>7,230</b>	7,800
Professional fees	11,723	-	-	-	-	-	-	-	<b>11,723</b>	10,225
	<b>138,174</b>	<b>17,130</b>	<b>16,476</b>	<b>13,309</b>	<b>58,424</b>	<b>8,139</b>	<b>19,998</b>	<b>30,247</b>	<b>301,897</b>	284,227

**VOLUNTARY AND COMMUNITY SERVICES PEAKS AND DALES**  
**(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2018 (CONTINUED)**

**6. NET INCOMING RESOURCES**

Net incoming resources are stated after charging:

	2018	2017
	£	£
Trustees remuneration	-	-
Depreciation	8,865	6,896
Auditors remuneration	4,800	4,800
Operating lease rentals	<u>3,641</u>	<u>4,510</u>

Fees payable to the charity's auditor for accountancy services amount to £3,400 (2017: £3,400).

**7. STAFF COSTS AND NUMBERS**

	2018	2017
Wages and salaries	1,180,392	1,018,981
Social security costs	46,975	42,198
Pension costs	<u>27,342</u>	<u>27,233</u>
<b>Total staff costs</b>	<u><b>1,254,709</b></u>	<u><b>1,088,412</b></u>

No employee earned £60,000 pa or more.

The average number of employees permanently engaged by the charity was 123 (2017:119).

No reimbursed expenses were made to any trustees during the year (2017: £nil).

The charity contributes to a defined contribution scheme for 123 employees (2017:119).

The key management personnel of the charity comprise of the following positions :

Chief Executives / Head of Home Support Services / Head of Aspire Services / Head of Transport Services / Operations & Development Manager / Head of Business Development / Head of Finance / Head of Home Maintenance. The total key personnel employee benefits for the year totalled £217,805 (2017:£181,735).

**8. TANGIBLE FIXED ASSETS**

	Motor Vehicles	Office equipment	Leasehold improvements	Computers	Total
	£	£	£	£	£
<b>COST</b>					
At 1 April 2017	59,060	21,675	19,583	38,614	<b>138,932</b>
Additions	-	-	-	1,534	<b>1,534</b>
Disposals	-	-	-	-	-
At 31 March 2018	<u><b>59,060</b></u>	<u><b>21,675</b></u>	<u><b>19,583</b></u>	<u><b>40,148</b></u>	<u><b>140,466</b></u>
<b>DEPRECIATION</b>					
At 1 April 2017	43,457	21,675	19,583	34,115	<b>118,830</b>
Charge for the year	4,487	-	-	4,378	<b>8,865</b>
Disposals	-	-	-	-	-
At 31 March 2018	<u><b>47,944</b></u>	<u><b>21,675</b></u>	<u><b>19,583</b></u>	<u><b>38,493</b></u>	<u><b>127,695</b></u>

**VOLUNTARY AND COMMUNITY SERVICES PEAKS AND DALES**  
**(A COMPANY LIMITED BY GUARANTEE)**

**8. TANGIBLE FIXED ASSETS (CONTINUED)**

	<b>Motor Vehicles</b>	<b>Office equipment</b>	<b>Leasehold improvements</b>	<b>Computers</b>	<b>Total</b>
<b>NET BOOK VALUE</b>					
At 31 March 2018	<u><b>11,116</b></u>	<u>-</u>	<u>-</u>	<u><b>1,655</b></u>	<u><b>12,771</b></u>
At 31 March 2017	<u><b>15,603</b></u>	<u>-</u>	<u>-</u>	<u><b>4,499</b></u>	<u><b>20,102</b></u>

**9. DEBTORS**

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
Trade debtors	<b>93,262</b>	144,884
Prepayments	<b>11,045</b>	11,692
Accrued income	<b>132,524</b>	30,175
	<u><b>236,831</b></u>	<u>186,751</u>

**10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>£</b>	<b>£</b>
Trade creditors	<b>4,339</b>	7,803
Taxation and social security	<b>14,631</b>	-
Other creditors and accruals	<b>84,567</b>	74,626
Deferred income (note 10a)	<b>20,736</b>	24,059
	<u><b>124,273</b></u>	<u>106,488</u>

**10a Deferred income**

	<b>£</b>	<b>£</b>
Income received for service agreements that run into future years	<b>10,018</b>	10,018
Grants received where the performance criteria have not yet been met	<b>10,718</b>	14,041
	<u><b>20,736</b></u>	<u>24,059</u>

**VOLUNTARY AND COMMUNITY SERVICES PEAKS AND DALES**  
**(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2018 (CONTINUED)**

**11. ANALYSIS OF NET ASSETS BETWEEN FUND**

	Unrestricted funds £	Designated funds £	Restricted funds £	Total funds £	2017 £
Tangible fixed assets	12,771	-	-	12,771	20,102
Current assets	205,255	135,437	57,256	<b>397,948</b>	415,899
Current liabilities	(124,273)	-	-	<b>( 124,273)</b>	( 106,488)
	<u><b>93,753</b></u>	<u><b>135,437</b></u>	<u><b>57,256</b></u>	<u><b>286,446</b></u>	<u><b>329,513</b></u>

**12. MOVEMENTS IN FUNDS**

	Opening balance £	Incoming funds £	Resources expended £	Transfers £	Closing balance £
<b>Restricted funds</b>					
Big Potential Lottery Fund	12,734	10,000	( 11,484)	-	<b>11,250</b>
Children in Need	19,122	15,166	( 15,639)	-	<b>18,649</b>
Community Café	18,000	-	-	-	<b>18,000</b>
Derbyshire Dales Car Scheme	468	-	( 468)	-	-
Garfield Weston	24,977	-	( 31,681)	6,704	-
Parent support group (Buxton)	-	1,000	( 560)	-	<b>440</b>
Parent support group (Chesterfield )	-	1,000	( 500)	-	<b>500</b>
Southern Derbyshire CCG (Readycall)	2,000	12,000	( 10,221)	-	<b>3,779</b>
Southern Derbyshire CCG (Home from Hospital)	7,570	18,827	( 21,759)	-	<b>4,638</b>
	<u>84,871</u>	<u>57,993</u>	<u>( 92,312)</u>	<u>6,704</u>	<u><b>57,256</b></u>
<b>Unrestricted funds</b>	83,760	1,531,829	(1,540,577)	18,741	<b>93,753</b>
<b>Designated Funds (note 13)</b>	<u>160,882</u>	<u>-</u>	<u>-</u>	<u>(25,445)</u>	<u><b>135,437</b></u>
	<u><b>329,513</b></u>	<u><b>1,589,822</b></u>	<u><b>(1,632,889)</b></u>	<u><b>-</b></u>	<u><b>286,446</b></u>

**VOLUNTARY AND COMMUNITY SERVICES PEAKS AND DALES**  
**(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2018 (CONTINUED)**

The transfers from Home Support/Handy Van/Derbyshire Dales Readycall represent service agreements that have been reclassified as unrestricted funds.

Restricted funds as at 31 March 2018 consist of:

- Community Café - funding for a feasibility study into the opening of a community café.
- Big Potential Lottery Fund - funding for consultancy cost into new income streams.
- Children in Need - funding to provide workshops and trips for children who have disabled siblings.
- Southern Derbyshire CCG (Readycall) - funding for a befriending service that provides social contact to older vulnerable people.
- Southern Derbyshire CCG (home from Hospital) - funding to deliver support for people on discharge from hospital.
- Parent Support Group (Buxton & Chesterfield) - Funding to deliver support groups to the parents and carers of children and young people with additional needs and/or disabilities.

**13. DESIGNATED FUNDS**

Designated funds as at 31 March 2018 consist of:

	<b>2018</b>
	<b>£</b>
Donations allocated to be spent in 2018/19	<b>15,162</b>
To cover under provision of care hours to be made good in 2018/19	<b>8,558</b>
Contingency fund	<b>94,000</b>
Match funded purchase of wheelchair accessible vehicle	<b>12,000</b>
To cover Home Maintenance deficit for committed 2 year period	<b>5,717</b>
	<b><u>135,437</u></b>

**14. OPERATING LEASE COMMITMENTS**

	<b>Equipment</b>	
	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
Expiring within one year	<b>2,038</b>	<b>2,038</b>
Between one and five years	<b>1,950</b>	<b>3,988</b>
	<b><u>3,988</u></b>	<b><u>6,026</u></b>

**VOLUNTARY AND COMMUNITY SERVICES PEAKS AND DALES  
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 31 MARCH 2018 (CONTINUED)**

**15. COMPANY STATUS**

The company is limited by guarantee, the maximum amount of liability for each member does not exceed £1.

**16. RELATED PARTY TRANSACTIONS**

There were no related party transactions requiring disclosure undertaken during the year.