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**EAST STAFFORDSHIRE COMMUNITY AND VOLUNTARY SERVICE**  
**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2013**

**Charity No: 1114297**

**Company No: 5712135**

## **EAST STAFFORDSHIRE COMMUNITY AND VOLUNTARY SERVICE**

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## **EAST STAFFORDSHIRE COMMUNITY AND VOLUNTARY SERVICE**

### **Legal and Administrative Information for the year ended 31 March 2013**

**Charity Number**

1114297

**Company Number**

5712135

**Registered Office**

Voluntary Services Centre  
Union Street  
Burton on Trent  
Staffordshire  
DE14 1AA

**Independent Examiners**

Ian Lane Accountancy Services  
Chartered Certified Accountants  
12 North Avenue  
Mickleover  
Derby  
DE3 9HY

**Bankers**

Unity Trust Bank Plc  
Nine Brindleyplace  
Birmingham  
B1 2HB

CCLA Investment Management Limited  
Charities Official Investment Fund (COIF)  
80 Cheapside  
London  
EC2V 6DZ

Scottish Widows Bank plc  
PO Box 12757  
67 Morrison Street  
Edinburgh  
EH3 8YJ

## **EAST STAFFORDSHIRE COMMUNITY AND VOLUNTARY SERVICE**

### **Trustees' Report for the year ended 31 March 2013**

The Trustees, who are also directors of the charity for the purposes of the Companies Act, present their annual report together with the financial statements for the year ended 31 March 2013. The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in 2005 in preparing the annual report and financial statements of the charity.

#### **Trustee Board**

Mr C Mayor	Chair
Mr A Parsons	
Mrs G Foster	Vice-Chair
Mr T Clarke	Treasurer
Mrs J Heaven	
Mr J Haywood	
Mrs J Dunkerley	
Mr D Jones	
Mrs H Kara	
Mr S Khan	
Mr P Laffey	
Mrs P Spratt	

Resigned 26 October 2012

#### **Structure, Governance and Management**

##### Governing Document

East Staffordshire Community and Voluntary Service (ESCVS), is a charitable company limited by guarantee. It was incorporated on 16 February 2006 and registered as a charity on 19 May 2006. It is governed by a Memorandum and Articles of Association.

##### Recruitment and Appointment of Management Committee

The recruitment of trustees is made in accordance with the charity's skill and knowledge requirements during a particular period. People with the appropriate skills and knowledge can be co-opted onto the Committee during the year and can then stand for formal appointment at the annual general meeting.

##### Trustee Induction and Training

Each potential trustee will meet with the Chair to gain an understanding of the objects and plans of the charity. The induction covers:

- The roles and responsibilities of trustees
- The main documents that set out the operational framework of the organisation including the Memorandum and Articles of Association and the strategic plan
- Resourcing and the current financial position as set out in the last published accounts

Trustees are asked to provide details of their skills to enable skill and knowledge gaps within the organisation to be identified and addressed. Potential trustees are interviewed by at least two existing trustees who recommend whether or not they should be co-opted on to the board. This decision is then ratified at the Annual General Meeting.

##### Risk Management

The Trustee Board has conducted its own review of the major risks to which the charity is exposed and systems are being continually developed to mitigate those risks. Significant external risks to project funding have led to the development of a strategic plan, which will allow for diversification of funding and activities. Internal risks are minimised by the implementation of procedures for all transactions and projects to ensure consistent quality of delivery for all operational aspects of the charity. These procedures are reviewed annually to ensure that they still meet the needs of the charity.

## **EAST STAFFORDSHIRE COMMUNITY AND VOLUNTARY SERVICE**

### **Trustees' Report for the year ended 31 March 2013**

#### Organisational Structure

East Staffordshire Community and Voluntary Service has provision for up to 18 trustees who meet monthly and are responsible for the strategic direction of the charity. Typically, the number of trustees is 12.

The day to day running of the charity is delegated to the Development Manager who works within the policies set out by the Trustee Board. The Management Team is responsible for ensuring that the charity delivers the services specified and that key performance indicators are met.

#### Related Parties

In so far as it is complimentary to the charity's objectives, the charity is guided by both local and national policy. ESCVS continues its partnership work with SCIO (Staffordshire Consortium of Infrastructure Organisations) and is involved in the Transforming Local Infrastructure (TLI) project.

#### **Objectives and Activities**

The object of the charity is to promote any charitable purposes for public benefit within the Midlands area, with specific reference to the local authority of EAST STAFFORDSHIRE and in particular, the advancement of education, the protection of health and the relief of poverty, distress and sickness. It will also promote and organise co-operation in the achievement of that purpose. To meet this objective the charity seeks contributions from various funding bodies, which are allocated as grants and contracts for the different projects. In addition income is generated through delivery of Services against service level agreements and contract. There have been no changes in the charity's objects or policies during the year. We 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 our future activities.

#### **Achievements and Performance**

The main areas of charitable activity are in promoting and developing volunteer activity, building the capacity of local groups and in representation and advocacy on behalf of the third sector within the public policy arena.

#### Volunteering

ESCVS has retained its position as a high quality service provider in volunteering support and development. This status has enabled ESCVS to secure additional collaborative funding with partners to deliver a range of specialised volunteering services particularly to people with mental health problems and people from BME communities. ESCVS Volunteer Centre holds the Volunteering England quality mark.

#### Capacity Building

During the year ESCVS has provided critical support to a number of organisations to enable them to continue their operations. This essential work has been time consuming and the longer term benefits will be reaped by the beneficiaries of the services provided by these groups. ESCVS has been successful in achieving the NAVCA quality award.

ESCVS has also worked within the SCIO consortium to transform the overall standards of infrastructure delivery across Staffordshire.

Significant work has been done to develop the potential within our communities.

#### Representing the Third Sector

ESCVS has established itself as the Organisation most qualified to advocate on behalf of the broader sector. This position has been reached through the longevity, strength and depth of relationships within the sector that have been built up and developed over many years.

Through forums based in Burton and Uttoxeter, front line groups can engage in the broad public policy debate and the Third Sector Managers Group.

## **EAST STAFFORDSHIRE COMMUNITY AND VOLUNTARY SERVICE**

### **Trustees' Report for the year ended 31 March 2013**

#### **Financial Review**

The action taken on reducing costs during 2012 (mainly staffing costs) following the previous year's sizeable deficit has resulted in a small surplus being recorded for 2012/13. As a result, the general reserve now provides a more solid foundation for the future sustainability of the charity. All other costs are constantly reviewed and tightly controlled.

#### Principal Funding Sources

The charity received grants from

- East Staffordshire Borough Council
- Staffordshire County Council
- South Staffordshire Primary Care Trust

#### Investment Policy

Apart from retaining a prudent amount in reserves each year most of the charity's funds are to be spent in the short term so there are no funds for long term investment.

#### Reserves Policy

The Trustee Board believe that ESCVS should hold financial reserves in order to ensure that the charity can continue to operate, to meet its contractual and legal liabilities, and meet the needs of its members and community of interest in the event of unforeseen and potentially financially damaging circumstances arising.

They have therefore established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets (the free reserves) held by the charity should be equivalent to twelve months of resources expended under general funds.

#### **Plans for Future Periods**

The relative success and stability within the ESCVS income structure puts the emphasis on delivery against project targets in the next year. The majority of ESCVS' income now comes from collaborative bids and therefore requires a creative approach to performance and outcome measurement. ESCVS has developed shared approaches to performance management, with a strong evidence base of need and impact. This additional intelligence is providing a firm foundation for future tendering and grant opportunities.

The public policy agenda is encouraging third sector organisations to increase their involvement with public sector commissioning and in the next year or so this will change the balance of funding to contract funding. This continues to be a challenging area for those groups keen to participate in this arena.

Beyond 2013 the climate of funding will become increasingly competitive and ESCVS, in considering its options for the future has secured a Reaching Communities Big Lottery grant which will provide some stability for the next 5 years.

Approved by the trustees and signed on their behalf by



T Clarke - Treasurer

Date 11 October 2013

## **EAST STAFFORDSHIRE COMMUNITY AND VOLUNTARY SERVICE**

### **Independent Examiner's Report to the Trustees of East Staffordshire Community and Voluntary Service**

I report on the accounts of the charity for the year ended 31 March 2013, which are set out on pages 7 to 18

#### **Respective Responsibilities of the Trustees and Examiner**

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 and that an independent examination is needed. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Association of Chartered Certified Accountants.

It is my responsibility to

- examine the accounts under section 145 of the 2011 Act,
- follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145(5)(b) of the 2011 act, and
- state whether particular matters have come to my attention

#### **Basis of Independent Examiner's Statement**

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

#### **Independent Examiner's Statement**

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

- 1 which gives me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 386 of the Companies Act 2006, and
  - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice Accounting and Reporting by Charitieshave not been met, or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

**I H Lane FCCA**  
Ian Lane Accountancy Services  
Chartered Certified Accountants  
12 North Avenue  
Mickleover  
Derby  
DE3 9HY

*Ian. H. Lane*

Date 11 October 2013

# EAST STAFFORDSHIRE COMMUNITY AND VOLUNTARY SERVICE

## Statement of Financial Activities for the year ended 31 March 2013

	Notes	General Fund £	Restricted Fund £	Total 2013 £	Total 2012 £
<b>Incoming Resources</b>					
Incoming resources from generated funds					
Voluntary income - donations	2	13,000	-	13,000	13,000
Investment income - bank interest received		2,018	-	2,018	1,938
Incoming resources from charitable activities					
Grants receivable	3	54,999	3,233	58,232	67,438
Affiliation fees		1,725	-	1,725	1,470
Management fees		24,315	-	24,315	25,152
Reimbursed expenses		14,457	-	14,457	14,713
Contracts		4,899	164,415	169,314	210,919
Other incoming resources		37,043	32,027	69,070	71,682
<b>Total Incoming Resources</b>		<b>152,456</b>	<b>199,675</b>	<b>352,131</b>	<b>406,312</b>
<b>Resources Expended</b>					
Charitable activities	4	119,277	213,816	333,093	448,872
Governance	4	18,336	-	18,336	19,862
<b>Total Resources Expended</b>		<b>137,613</b>	<b>213,816</b>	<b>351,429</b>	<b>468,734</b>
<b>Net Incoming Resources</b> (representing net movement in funds for the year)		<b>14,843</b>	<b>(14,141)</b>	<b>702</b>	<b>(62,422)</b>
<b>Transfers between Funds</b>	15	<b>(12,623)</b>	<b>12,623</b>	<b>-</b>	<b>-</b>
		<b>2,220</b>	<b>(1,518)</b>	<b>702</b>	<b>(62,422)</b>
<b>Total funds brought forward</b>		<b>126,783</b>	<b>44,261</b>	<b>171,044</b>	<b>233,466</b>
<b>Total funds carried forward</b>	14	<b>129,003</b>	<b>42,743</b>	<b>171,746</b>	<b>171,044</b>

The notes on pages 9 to 18 form part of these accounts



# EAST STAFFORDSHIRE COMMUNITY AND VOLUNTARY SERVICE

## Balance Sheet as at 31 March 2013

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2013 £	Total 2012 £
<b>Fixed Assets</b>					
Tangible fixed assets	11	14,227	-	14,227	18,150
Fixed asset investments	12	4,995	-	4,995	-
		<hr/>	<hr/>	<hr/>	<hr/>
		19,222	-	19,222	18,150
<b>Current Assets</b>					
Debtors	13	17,237	-	17,237	13,567
Cash at bank and in hand		123,969	42,743	166,712	153,740
		<hr/>	<hr/>	<hr/>	<hr/>
		141,206	42,743	183,949	167,307
<b>Current Liabilities.</b>					
Amounts falling due within one year	14	31,425	-	31,425	14,413
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Net Current Assets</b>		109,781	42,743	152,524	152,894
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Total Assets Less Current Liabilities</b>		129,003	42,743	171,746	171,044
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Net Assets</b>		129,003	42,743	171,746	171,044
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Funds</b>	15	129,003	42,743	171,746	171,044
		<hr/>	<hr/>	<hr/>	<hr/>

The charity is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2013

The members have not required the charity to obtain an audit of its financial statements for the year ended 31 March 2013 in accordance with Section 476 of the Companies Act 2006

The Board of Trustees acknowledge their responsibility for

- (a) ensuring that the charity keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charity as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charity

Continued


The notes on page 9 to 18 form part of these accounts

**EAST STAFFORDSHIRE COMMUNITY AND VOLUNTARY SERVICE**

**Balance Sheet  
as at 31 March 2013  
continued**

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

Approved by the Board of Trustees on 11 October 2013 and signed on its behalf by

A handwritten signature in black ink, appearing to read 'C Mayor', written over a horizontal line.

C Mayor  
Chair

The notes on page 9 to 18 form part of these accounts

## **EAST STAFFORDSHIRE COMMUNITY AND VOLUNTARY SERVICE**

### **Notes to the Financial Statements for the year ended 31 March 2013**

#### **1. Accounting Policies**

##### **Accounting Convention**

The financial statements are prepared under the historical cost convention, and in accordance with the Companies Act 2006 and the Financial Reporting Standard for Smaller Entities (effective April 2008). In preparing the financial statements the charity follows best practice as laid down in the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2005) issued in March 2005.

##### **Fund Accounting**

General funds are unrestricted funds which are available for use at the discretion of the committee 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 management committee 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.

##### **Incoming Resources**

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Donated facilities are included at the value to the charity where this can be quantified and a third party is bearing the cost. No amounts are included in the financial statements for services donated by volunteers.

##### **Resources Expended**

All expenditure is accounted for on an accruals basis.

##### **Donations and Voluntary Income**

Donations and voluntary income are accounted for gross when received.

##### **Grants Receivable**

Grants for immediate expenditure are accounted for when they become receivable.

Grants received for specific purposes are treated as restricted funds.

Grants restricted to future accounting periods are deferred and recognised in those periods.

##### **Grants Payable**

Grants payable are accounted for when the charity pays them and these are detailed in note 5.

##### **Allocation of Costs**

Costs are allocated between direct charitable and other expenditure according to the nature of the cost. Where items involve more than one category they are apportioned between the categories on a basis consistent with the use of the resource. Detailed analysis of the allocation of costs is given in note 4 to the accounts.

# EAST STAFFORDSHIRE COMMUNITY AND VOLUNTARY SERVICE

## Notes to the Financial Statements for the year ended 31 March 2013

### 1 Accounting Policies – continued

#### Tangible Fixed Assets and Depreciation

Fixed assets used by the charity are capitalised at cost, where acquired, or market value as determined by the trustees where donated. They are stated in the accounts at cost or original value less depreciation.

Depreciation is calculated to write off the cost or valuation of the fixed assets, less their estimated residual value, over their expected useful lives on the following basis:

Refurbishment	10% straight line basis
Fixtures fittings and office equipment	15% reducing balance basis
Computer equipment	25% straight line basis

#### Operating leases

Rentals paid under operating leases are charged to the statement of financial activities on a straight line basis over the period of the lease.

#### Pensions

The charity operates defined contribution pension schemes, the assets of which are held separately from those of the charity in independently administered funds. Contributions for the year are charged in the statement of financial activities.

	General Fund £	Restricted Fund £	Total 2013 £	Total 2012 £
<b>2 Donations Receivable</b>				
Accommodation provided rent and rate free by East Staffordshire Borough Council	13,000	-	13,000	13,000
	<hr/>	<hr/>	<hr/>	<hr/>
	13,000	-	13,000	13,000
	<hr/>	<hr/>	<hr/>	<hr/>

	General Fund £	Restricted Fund £	Total 2013 £	Total 2012 £
<b>3. Grants Receivable</b>				
East Staffordshire Borough Council	30,000	-	30,000	40,000
Staffordshire County Council	24,999	-	24,999	24,705
South Staffordshire Primary Care Trust	-	2,733	2,733	2,733
Winhill Parish Council - Work Club	-	500	500	-
	<hr/>	<hr/>	<hr/>	<hr/>
	54,999	3,233	58,232	67,438
	<hr/>	<hr/>	<hr/>	<hr/>

# EAST STAFFORDSHIRE COMMUNITY AND VOLUNTARY SERVICE

## Notes to the Financial Statements for the year ended 31 March 2013

4. Total Resources Expended	Contracts and other unrestricted projects £	Funds administered on behalf of other organisations £	Restricted projects £	Governance £	Total 2013 £	Total 2012 £
<b>Costs directly allocated to activities</b>						
Grants paid	-	3,593	-	-	3,593	5,045
Direct costs	17,704	9,960	25,715	-	53,379	37,260
Staff costs	6,338	-	129,122	-	135,460	192,199
Staff expenses	994	-	6,406	-	7,400	6,677
Management fees	-	500	404	-	904	172
Audit and accountancy	283	-	792	460	1,535	1,495
<b>Other expenditure</b>						
Other staff costs	62,769	-	-	17,397	80,166	129,201
Staff expenses	779	-	-	-	779	6,153
Recruitment and training	120	-	2,616	119	2,855	7,475
Telephone, printing, postage, and stationery	103	-	8,909	360	9,372	12,632
IT costs	4,386	-	11,427	-	15,813	11,128
Advertising and promotion	783	-	7,565	-	8,348	20,440
Publications and subscriptions	812	-	171	-	983	4,452
Accommodation provided free of charge (note 2)	13,000	-	-	-	13,000	13,000
Rent	-	-	3,048	-	3,048	1,741
Insurance	2,110	-	1,706	-	3,816	3,986
Heat and light	1,765	-	544	-	2,309	1,133
Repairs and renewals	2,237	-	530	-	2,767	5,698
Bank charges	24	-	-	-	24	54
Cleaning	418	-	552	-	970	1,792
Sundry expenses	729	-	256	-	985	771
Depreciation	3,923	-	-	-	3,923	6,230
<b>Total Resources Expended</b>	<b>119,277</b>	<b>14,053</b>	<b>199,763</b>	<b>18,336</b>	<b>351,429</b>	<b>468,734</b>

	2013 £	2012 £
<b>5. Grants Paid</b>		
During the year the charity made the following grants		
Local institutions	<u>3,593</u>	<u>5,045</u>

# **EAST STAFFORDSHIRE COMMUNITY AND VOLUNTARY SERVICE**

## **Notes to the Financial Statements for the year ended 31 March 2013**

	2013 £	2012 £
<b>6. Net Incoming Resources for the Year</b>		
This is stated after charging		
Depreciation of owned assets	3,923	6,230
Independent Examiners remuneration	<u>1,535</u>	<u>1,495</u>
	2013 £	2012 £
<b>7. Staff Costs</b>		
Salaries and wages	175,727	271,332
Social security costs	12,285	22,265
Pension costs	14,043	21,290
Redundancy costs	13,571	6,513
	<u>215,626</u>	<u>321,400</u>
No employee received emoluments of more than £60,000		
The average number of full time equivalent employees during the period was	9	11
	<u>9</u>	<u>11</u>
<b>8 Trustees Remuneration and Expenses</b>		
No remuneration was paid or is payable for the year out of the funds of the charity, either directly or indirectly, to any trustee or to any person known to be connected to any trustee (2011- £nil)		
Expenses totalling £281 were paid to 2 trustees during the year ended 31 March 2013 (2012 - £354 to 3 trustees)		
No trustee indemnity insurance is maintained by the charity		
<b>9 Transactions with Trustees</b>		
There were no material transactions with trustees during the period		
<b>10. Taxation</b>		
As a charity, East Staffordshire Community and Voluntary Service is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or s 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects No tax charges have arisen during the year ended 31 March 2013 (2012 - £Nil)		

**Notes to the Financial Statements  
for the year ended 31 March 2013**

12. Fixed Asset Investments		Other Investments
Cost or Valuation		£
At 1 April 2012		-
Additions		4,995
		<hr/>
At 31 March 2013		4,995
		<hr/>

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# **EAST STAFFORDSHIRE COMMUNITY AND VOLUNTARY SERVICE**

## **Notes to the Financial Statements for the year ended 31 March 2013**

	<b>2013 £</b>	<b>2012 £</b>
<b>13. Debtors</b>		
Trade debtors	17,237	13,567
	<u>17,237</u>	<u>13,567</u>
	<u><u>17,237</u></u>	<u><u>13,567</u></u>
	<b>2013 £</b>	<b>2012 £</b>
<b>14 Liabilities: Amounts Falling Due Within One Year</b>		
Deferred income	24,638	-
Other taxes and social security	2,722	6,660
Other creditors	-	3
Accruals	4,065	7,750
	<u>31,425</u>	<u>14,413</u>
	<u><u>31,425</u></u>	<u><u>14,413</u></u>
	<b>2013 £</b>	<b>2012 £</b>
<b>15. Operating Lease Commitments</b>		
The following payments are committed to be paid within one year		
Plant and machinery		
Expiring between one and five years	3,434	3,434
	<u>3,434</u>	<u>3,434</u>
	<u><u>3,434</u></u>	<u><u>3,434</u></u>



# EAST STAFFORDSHIRE COMMUNITY AND VOLUNTARY SERVICE

## Notes to the Financial Statements for the year ended 31 March 2013

	At 1 April 2012 £	Incoming resources £	Outgoing resources £	Transfers £	At 31 March 2013 £
<b>16. Movements in Funds</b>					
<b>Restricted Funds:</b>					
Adult and Community Learning	-	3,664	(201)		3,463
Building and Sustaining Infrastructure Support (Big Lottery Funding)	1,112	14,827	(15,948)	9	-
Dovegate Prison	-	6,607	(6,607)		-
East Staffordshire Borough Council Local Strategic Partnership	-	43,136	(57,093)	13,957	-
East Staffordshire Borough Council Local Strategic Partnership – Stronger Communities	11,940	-	(11,947)	7	-
East Staffordshire Children's Centre	-	8,281	(5,712)		2,569
Parent Champions					
Heritage Lottery	2,134	8,718	(11,671)	819	-
SCIO* – Development	-	11,441	(11,441)		-
SCIO* – Secretariat	2,000	-	-	(2,000)	-
SCIO* – Volunteering	-	14,000	(14,000)		-
SCIO* – Web Portal	-	18,741	(9,574)		9,167
Social Care and Health	1,875	5,000	(5,625)		1,250
South Staffordshire Primary Care Trust	-	2,733	(2,764)	31	-
Staffordshire County Council – Cares	200	-	-	(200)	-
Staffordshire 3 <sup>rd</sup> Sector Network	-	11,680	(11,680)		-
UK – Online	-	35,000	(35,000)		-
Winhill Parish Council - Work Club	-	500	(500)		-
 Funds administered on behalf of other organisations					
Baron Davenport	1,821	679	(704)		1,796
British Sign Language User Group	252	-	-	-	252
East Staffordshire Borough Council Grant Aid Seed Funding	71	500	(200)		371
East Staffordshire Borough Council Local Strategic Partnership (Ready to Work) East Staffordshire Citizens Advice Bureau	-	14,168	(9,960)		4,208
Strachan and Buxton	22,856	-	(3,189)		19,667
<b>Total Restricted Funds</b>	<b>44,261</b>	<b>199,675</b>	<b>(213,816)</b>	<b>12,623</b>	<b>42,743</b>
<b>Unrestricted Funds:</b>					
General Funds	126,783	152,456	(137,613)	(12,623)	129,003
<b>Total Funds</b>	<b>171,044</b>	<b>352,131</b>	<b>(351,429)</b>	<b>-</b>	<b>171,746</b>

\* Staffordshire and Stoke on Trent Consortium of Infrastructure Organisations

## EAST STAFFORDSHIRE COMMUNITY AND VOLUNTARY SERVICE

### Notes to the Financial Statements for the year ended 31 March 2013

#### 16 Movements in Funds continued

##### Purposes of Restricted Funds

Adult and Community Learning	A Staffordshire County Council contract for the delivery of adult training
Building and Sustaining Infrastructure Support (Big Lottery Funding)	Volunteer Funding to promote the benefits of volunteering and provide volunteering taster days for those neighbourhoods identified as having a poor take up of volunteering
Dovegate Prison	Pilot project to provide pre-release training to prisoners in preparation for their integration back into the community through volunteering
East Staffordshire Borough Council Local Strategic Partnership	
Community Empowerment Network	To provide the core function of representation and partnership building, supporting and empowering individuals and community groups to engage with public service providers
First Contact	To facilitate and co-ordinate services according to the needs of elderly people over the age of 75 years living in the Anglesey ward
Community Buddies	To provide one to one support for the long term unemployed to prepare them for the work place
Ready to Work	A partnership with East Staffordshire Community and Voluntary Service to enable those who are unemployed or have been made redundant to access legal and benefits information, training workshops and volunteering experience
East Staffordshire Borough Council Local Strategic Partnership - Stronger Communities	Funding held on behalf of the Stronger Communities Task Group ESCVS chaired this group and are responsible for the distribution of the funding
East Staffordshire Children's Centre Parent Champions	To provide training and support for volunteer parents acting as advocates between hard to reach parents and Children's Centre services
Heritage Lottery	Short term funding to engage young volunteers to research memories of the 1948 Olympics, comparing them with the London 2012 experience, with the aim of inspiring children to engage with sport
SCIO* - Development	To fund the delivery of organisational support and development
SCIO* – Secretariat	To provide a secretarial service to SCIO members
SCIO* - Volunteering	To fund the delivery of volunteer brokerage and development
SCIO* – Web Portal	To provide a web portal to enable SCIO members to share information
Social Care and Health	To support and promote voluntary and community activity in a targeted ward in Burton upon Trent to develop a sense of community and community wellbeing

## EAST STAFFORDSHIRE COMMUNITY AND VOLUNTARY SERVICE

Notes to the Financial Statements  
for the year ended 31 March 2013

## 16. Movements in Funds continued

Purposes of Restricted  
Funds continued

South Staffordshire Primary Care Trust	To engage with the wider voluntary and community sector in East Staffordshire with the health agenda, particularly with the local strategic partnership and Healthier Communities boards
Staffordshire County Council – Staffordshire Cares	A bespoke piece of work to support groups to engage in a consultation process, and facilitate intelligence gathering
Staffordshire 3 <sup>rd</sup> Sector Network	This grant covers the salary and travel expenses of a member of staff seconded to the Staffordshire 3 <sup>rd</sup> Sector Network
UK Online	A one year grant for an online digital champions IT project
Winshill Parish Council – Work Club	Funding to enable the establishment of work clubs in Burton and Uttoxeter
Baron Davenport	This charity's objects are to assist spinsters, widows and divorcees who are in financial need and who have lived in the Midlands for at least 10 years
British Sign Language User Group	Monies held on behalf of a developing support group for British Sign Language users
East Staffordshire Borough Council Grant Aid - Seed Funding	To provide seed funding for new groups setting up in the East Staffordshire Area
East Staffordshire Borough Council Local Strategic Partnership (Ready to Work) East Staffordshire Citizens Advice Bureau	A partnership with East Staffordshire Citizens Advice Bureau to enable those who are unemployed or have been made redundant to access legal and benefits information, training workshops and volunteering experience
Strachan and Buxton	This charity's objects are to provide financial assistance to people over 60 who are in difficult circumstances and live within certain wards of Burton on Trent

## 17. Transfers between Funds

The transfers between restricted and unrestricted funds represent the cost of fixed assets acquired using funds provided specifically for that purpose. However, no restrictions were placed on the use of the assets concerned, hence the cost of these has been transferred to General Funds, where they will be depreciated over future years.

**EAST STAFFORDSHIRE COMMUNITY AND VOLUNTARY SERVICE**

**Notes to the Financial Statements  
for the year ended 31 March 2013**

**18. Company Limited by Guarantee**

The charity is a company limited by guarantee and as such does not have a share capital

The liability of the members is limited

Every member of the company undertakes to contribute to the assets of the company in the event of the same being wound up while he is a member, or within one year after he ceases to be a member, for payment of the debts and liabilities of the company contracted before he ceased to be a member, and of the costs, charges and expenses of winding up, and for the adjustment of the rights of the contributories among themselves, such amount as may be required, not exceeding £1