

Company registration number: 06058360

Charity registration number: 1118403

# Voluntary Action Merthyr Tydfil

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2020

Mitchell Meredith Limited  
St Davids House  
48 Free Street  
Brecon  
Powys  
LD3 7BN



## **Voluntary Action Merthyr Tydfil**

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## **Voluntary Action Merthyr Tydfil**

### **Reference and Administrative Details**

<b>Chairman</b>	A Roberts
<b>Trustees</b>	E J Dawson, Vice Chairman P Gray, Treasurer H O Thomas B Lewis N B Mahoney M Ward K A Nor-Val M J A Jones S E Davies M Ronan
<b>Secretary</b>	I G Davy, Chief Officer
<b>Principal Office</b>	89 -90 High Street Merthyr Tydfil Mid Glamorgan CF47 8UH
<b>Company Registration Number</b>	06058360
<b>Charity Registration Number</b>	1118403
<b>Bankers</b>	HSBC Bank Plc Merthyr Tydfil Branch 127/128 High Street Merthyr Tydfil Mid Glamorgan CF47 8DN
<b>Auditor</b>	Mitchell Meredith Limited St Davids House 48 Free Street Brecon Powys LD3 7BN

## **Voluntary Action Merthyr Tydfil**

### **Trustees' Report**

#### **ACCOUNTABILITY AND GOVERNANCE**

The trustees are pleased to present their annual directors' report together with the financial statements of the charity for the year ended 31 March 2020 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

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

Voluntary Action Merthyr Tydfil is an incorporated association and a registered charity. The current company / charity became operational on 1 October 2007 with assets and liabilities transferred from the old charity with the same name (registered number 1060242).

Directors/Trustees are recruited and appointed in accordance with the articles and memorandum of association. Nominations are invited from the members of the company/charity and are elected at the AGM. The Officers are elected by the Board.

No outside party can nominate trustees but the elected trustees may co-opt members in accordance with the constitution.

#### **OBJECTIVES**

2019/20 marked the 23rd year of operation of Voluntary Action Merthyr Tydfil.

The objectives are in accordance with the service specification for Third Sector Support Wales (TSSW) as agreed with Welsh Government. TSSW is a consortium comprised of Wales Council for Voluntary Action and the nineteen County Voluntary Councils in Wales. As such, VAMT continues to receive a contribution towards its core activities from Welsh Government via Wales Council for Voluntary Action.

There are Core Service Standards associated with VAMT's role as a County Voluntary Council. They are;

- Volunteering
- Good governance
- Sustainable funding
- Engagement and influencing

The objectives are furthered by additional core funding from Merthyr Tydfil County Borough Council and Cwm Taf Morgannwg University Health Board.

## **Voluntary Action Merthyr Tydfil**

### **Trustees' Report**

In furtherance of both the organisations key strategic and charitable aims some projects have been developed, such as;

- Cwm Taf Morgannwg University Health Board continue to provide part funding for a Health and Well Being Facilitator role.
- The Welsh Government Integrated Care Fund (via Cwm Taf Morgannwg University Health Board) has provided continued funding for two Community Coordinators, a Cwm Taf Community Capacity Fund and other grant funding for third sector projects administered by VAMT.
- New funding from the Integrated Care Fund (via Cwm Taf Morgannwg University Health Board) has provided for a "Tackling Loneliness and Isolation Development Officer" from October 2019.
- Funding via Merthyr Tydfil County Borough Council provides for an information and advice role and a community development role (from August 2019) in support of the Calon Las Community Hub in Gurnos.

### **PUBLIC BENEFIT**

The trustees consider the charitable activities of the organisation to ensure that they provide benefit to the public. In shaping our objectives for the year and planning our activities the trustees always ensure that the programmes we undertake are in line with our main objective which is to promote all or any purposes for the benefit of the community deemed by law to be charitable and in particular the advancement of education, the furtherance of health and the relief of poverty, distress and sickness.

The trustees confirm that they have referred to the Charity Commission's guidance on public benefit when reviewing the aims and objectives as they have overall responsibility for implementation of the Strategic Plan and monitor and scrutinise the Operational Plan.

### **ACHIEVEMENTS AND PERFORMANCE**

#### **Key Performance Indicators**

All Third Sector Support Wales member organisations (including VAMT) utilise an integrated Customer Relationship Management (CRM) system which includes functionality to record and monitoring activity.

Total number of interactions (instances of advice / support) with organisations/stakeholders	1,792
Number of volunteers placed / supported	223
Number of Third Sector organisations provided with direct advice/support	177
Number of Third Sector organisations referred to specialist support	4
Amount of funding received by Third Sector organisations following support	£234,664
Amount of funding provided through grants schemes administered by VAMT	£483,797
Number of attendees at forums and events organised by VAMT	565
Number of participants at training courses provided	122
Total membership	280

# **Voluntary Action Merthyr Tydfil**

## **Trustees' Report**

### **Summary of operational progress towards objectives in the VAMT Strategic Plan**

*Strategic Aim 1 - Enable third sector organisations to deliver services, improve in all aspects of their work and become resilient*

Four copies of INFORM MAGAZINE were published, one in each quarter and are available on the VAMT website. A healthy supply of articles continued to be provided by third sector organisations who wish to promote their activities to others. One edition celebrated Volunteers Week focusing on volunteering opportunities available locally and young volunteers' stories from Gellideg Foundation and Elite Supported Employment. Other editions focussed on the Gurnos Community Zone, RVS, Age Connects Morgannwg, Royal Crescent Allotments, Lark in the Park at Treharris Park, the Environmental and Green Spaces Network, Central Beacons Mountain Rescue's success at the WCVA Charity Awards; Gelligaer and Merthyr Common, Bridging the Gap, and the school holiday's Fit and Fed (holiday hunger), Infoengine, 3Gs Youth Project, The Willows Centre in Troedryhiw, Housing First, Hafal, Bevan Foundation's new Foundational Economy project in Treharris, New Pathways, Reconnect 50+, and the Rotary Club of Merthyr Tydfil, together with Fareshare Cymru. Each edition included new volunteering opportunities.

### **Social Media**

- The VAMT News blog continues to be well used. There were 130 posts during the year, 1,848 users and 2,633 page views
- VAMT Twitter has 1,867 followers. In the year there were 43,928 tweets impressions (reach), 135 new followers and 259 mentions
- VAMT Facebook has 478 followers, 466 likes and there were 202 posts during the year
- The VAMT website had 3,052 users visit the site and 4,932 page views during the year.

### **Covid Response**

- In response to the Covid emergency, VAMT staff moved to home working on 18th March 2020.
- VAMT developed a help and support services spreadsheet indicating offers of help and support from third sector and local organisations. By 31st March, this contained 66 services including shopping, befriending, prescription delivery, food delivery, help advice and support. This was used extensively by all agencies across the borough to find third sector support for their clients, tenants and general enquirers.
- Between 18 March and 28 March, 8 general briefings on updated support were distributed to VAMT members and other key contacts to enable them to stay abreast of developments in the sector.
- Developed and published initial guidance on Covid 19 for local/good neighbour/community schemes; GDPR updates, risk assessments and a model volunteer agreement placed on the website.
- Volunteering opportunities were promoted and recruited
- Some feedback received was
  - "VAMT have gone over and above to support the charity with volunteers and grant assistance, they are supporting us every step of the way we couldn't do this without them" – local charity
  - "can I just express our thanks to you for keeping us updated, the information is essential for us to help our clients so appreciate all you are doing in this difficult time" – local charity
  - "Thanks for sending this through. The spreadsheet information is exactly what we need" - CTMUHB staff member

A full summary of the VAMT Covid response will be highlighted in the next Annual Report

## **Voluntary Action Merthyr Tydfil**

### **Trustees' Report**

GOVERNANCE SUPPORT has been provided to 47 different organisations including:

- Treharris Boys and Girls Club regarding governance options and risk
- Supported @Play in submitting their application to the Charity Commission to become a Charitable Incorporated Organisation
- Merthyr Walking Group re legal structures
- Advice and guidance was given to a national charity on a confidential basis. This has involved being an independent member of a sub group exploring a number of governance and safeguarding concerns. A report was compiled over a period of nine months and run to 32 pages with extensive recommendations. The report was presented to the Trustee Board and was accepted.
- Merthyr Eyelights were supported with monitoring and evaluation
- A regional organisation was assisted with options regarding changing status/governing document, and possible local options regarding income diversification.
- Cyfarthfa Gardening Group were supported in strengthening their governance arrangements.
- Bridging the Gap Youth have been supported with their monitoring requirements for grant funding

Bespoke trustee roles and responsibilities training has been offered to two organisations during the period

FUNDING SUPPORT has been provided to 54 different organisations including:

- Forever Young
- Cyfarthfa Gardeners
- Bridging the Gap
- 3G's Development Trust
- Invest Local Ynysowen
- Merthyr Tydfil 50+ Forum
- Stephens and George Charitable Trust

33 funding opportunities were promoted on the VAMT blog and social media.

Supported the MERTHYR TYDFIL: FOOD PROPERTY ALLIANCE who prioritised developing community fridge /food pantry initiatives. Two collaborative bids were submitted, both of which were successful, to develop food pantry provision, across the borough

Acted as the lead CVC in administering the COMIC RELIEF COMMUNITY FUND across Merthyr Tydfil, RCT and Bridgend. 25 applications were received totalling £197,000. A panel was convened by VAMT with representation from the trustees of the three CVCs in the region. 20 applications were approved and all of the £145,000 available was dispersed. VAMT is responsible for the administration and collecting the monitoring reports for the projects.

Facilitated initial discussions with LLOYDS FOUNDATION and local stakeholders. Following this Lloyds confirmed that Merthyr Tydfil will be one of their 6 selected areas to provide additional support in the UK, and is the only one in Wales. A three day visit by Lloyds Foundation took place in November where their staff visited several local organisations and also attended VAMT's AGM. The next step was to convene a larger workshop to include all partners to identify priorities and agree a way forward. However, the event planned for March was postponed due to the pandemic. Contact has been maintained and Merthyr Tydfil is still a priority area for them. The commitment is to a resourced, long-term (5-10 years) development, focusing on locally led priorities.

## **Voluntary Action Merthyr Tydfil**

### **Trustees' Report**

As part of the TSSW LANDFILL TAX GRANT SCHEME, following training, assessments of Landfill Tax Fund applications were undertaken for the two bidding rounds during the year. VAMT also were involved in the RURAL DEVELOPMENT FUND grants panel and the MVH GRANTS Panel.

VAMT and Interlink agreed a new approach for the ICF funded COMMUNITY CAPACITY GRANT SCHEME for 2019-20, offering a small grant scheme of up to £5,000 and introducing a new micro grant scheme of up to £500. The scheme was administered by VAMT. A multiagency panel was convened and a total of 20 grants were awarded across the two rounds. All 20 attended a Welcome Meeting to share their project intentions, to receive advice and information on monitoring and evaluation, volunteering and financial responsibilities.

The ICF DEMENTIA COMMUNITY CAPACITY GRANT SCHEME was administered by VAMT and spans two financial years. 10 projects have been introduced via the Scheme and will deliver services throughout the Cwm Taf region.

The ICF CAPITAL GRANTS FUND worth £70,000 was managed by VAMT. A bidding process was opened across all partners resulting in oversubscription to the Cwm Taf allocation. A review of third sector proposals was undertaken between the RCU and CVCs resulting in agreement of 11 discretionary capital projects to progress. VAMT will administer the funding and collect the monitoring and reporting criteria is followed.

Continued to administer ICF funding for BEFRIENDING SERVICES. 5 projects have been supported during the year. They are the RVS Good Neighbour Scheme, Volunteering Matters Welcome Friends Project, Valleys Kids – Keeping Connected with your Community, Age Connects Morgannwg – Reaching Out Project and Safer Merthyr Tydfil – Reconnect 50. Following discussions with partners a “Befriending Services Review” was conducted between June and August and comprised a comprehensive questionnaire and a Stakeholder Workshop. The recommendations from the review were agreed with the Regional Commissioning Unit and included continuity of funding, the development of a befriending network and encouragement for new collaborative proposals

Actively promoted the CRYSTAL TROPHY AWARDS and participated in a multiagency panel to determine the prize winners who each presented at an Awards Ceremony. The final three winners were the Safer Merthyr Tydfil Reconnect 50 project taking the first prize of £1,000 plus Crystal Trophy. Rhondda Housing Association taking second prize of £750 for their Hapus Pawb project and Merthyr Tydfil Housing Association taking third prize of £500 for their Fit and Fed (Holiday Hunger) Project. Pictures of the event can be seen via this link [Crystal Trophy Event](#)

In partnership with Interlink and BAVO, the Social Value Forum was held in Merthyr Tydfil in April. This was the first meeting with the extended regional footprint of Cwm Taf Morgannwg. The event looked at the transformation plans for the region, preventative services and showcased third sector services. A specific workshop focussed on: Collaboration, Coproduction and Commissioning. 71 people attended the event with 72% reporting increased knowledge and understanding and overall, 96% reporting it as “excellent or very good”.

VAMT supported the FUNDERS FAYRE organised by the MP and the AM in Merthyr Tydfil. There were 6 direct enquiries at the event which were followed up.

Day to day FINANCIAL SUPPORT provided to MTIB and SMT on a formal contractual basis and payroll for Cylch Meithrin Pentrebach.

Five organisations supported with FINANCIAL ACCOUNTING.



## Voluntary Action Merthyr Tydfil

### Trustees' Report

#### *Strategic Aim 2 - Strengthen representation and influence of third sector organisations*

Six meetings were held of the HEALTH AND WELLBEING FORUM with total of 173 participants. It meets every two months and there were presentations from the Parent Network, Side by Side project (MIND), the Merthyr Tydfil County Borough Council Early Help Hub, Foster Cwm Taf, Barod, the Gellideg Wellbeing Centre, the Liver Disease Delivery Plan in Wales, Active Merthyr, Stroke Association Community Steps Project, Dementia Connect, "Nurture, Equip, Thrive", a Groundwork project; and "Re-engage", the re-branded Contact the Elderly. Feedback included:

- "Thank you so much for allowing us to attend, it was a very well organised and informative meeting. It was a great platform for us to meet members of agencies that we will no doubt link in with in the future".
- "I was really impressed with the number of representatives that were present and their dedication. Great to know that there are so many services in the area ..."

The MERTHYR TYDFIL FOOD POVERTY NETWORK has met on 3 occasions. The core group have focused on low cost/no cost actions which have resulted in a social media campaign regarding take up of free school meals, school uniform grant; increased joint working with social landlords to enable "Fit and Fed" to be delivered across 10 areas in the borough in collaboration with Street Games over all school holidays. The third meeting attended by 15 organisations together with Oxfam Cymru, a researcher on lived experience of food poverty, plus the local Foodbank presented on experiences. A presentation was also made by Pantri Box Porthcawl on affordable ethical and sustainable food provision.

Three meetings of the Merthyr Tydfil 50+ FORUM was co-facilitated and co-delivered with MTCBC. About 60 people attended each meeting.

Facilitated the CWM TAF DEMENTIA CARE PROVIDERS FORUM Forum jointly with Interlink. This network incorporates organisations/projects funded by the ICF Dementia Grant Scheme, as well as wider third sector partners providing support for those living with dementia and/or their family/carers. Additional funding was secured for a third sector Dementia Conference and film which is being taken forward by a task and finish group. However, Covid has meant that this has all now been put on hold and the March Forum meeting of the Forum was cancelled.

Facilitated the CWM TAF CARERS PROVIDERS FORUM jointly with Interlink. 3 meetings were convened and attended by 39 people. The Forum will link with the overall Cwm Taf Morgannwg partnership structure. At the third meeting the terms of reference were amended to also incorporate Bridgend area, thereby becoming a Cwm Taf Morgannwg Forum

The ENVIRONMENT AND GREEN SPACES NETWORK held a field trip in October which was a visit to several environment / conservation projects in the Borough in order to share ideas and information. There were 25 participants with excellent feedback. A survey was developed identifying changes, and future options for the forum.

VAMT are engaged in the following LOCAL PARTNERSHIPS;

- Tackling Poverty Strategic Group.
- Town Centre Partnership
- Youth Support Services Partnership
- Early Help Hub
- Merthyr Tydfil IAA / Dewis Group
- Merthyr Tydfil GP Cluster
- Gurnos Community Zone Implementation Group

VAMT are engaged in the following REGIONAL PARTNERSHIPS;

- Cwm Taf PUBLIC SERVICE BOARD (PSB) - the Chair of VAMT is lead representative with the Chief Officer as the alternate.

## Voluntary Action Merthyr Tydfil

### Trustees' Report

- Cwm Taf Strategic Partnership Board (SPB) - the Chief Officer is the lead officer for the "TACKLING LONELINESS AND ISOLATION" objective and reports directly to this Board. An action plan was developed in collaboration with partners and agreed. One of the priorities was the need to develop a shared strategic approach to "Social Prescribing" in the region. This has been developed in collaboration with Public Health and other partners and was endorsed by the PSB as well as the Cwm Taf Morgannwg Regional Partnership Board

SOCIAL PRESCRIBING Working Group (CTM) - following the endorsement of the paper described above, a multi-agency implementation group was established. Two meetings have been held and a project management plan agreed. VAMT is vice chair of the group. In addition, Cwm Taf UHB via their public health lead consulted with VAMT (along with Interlink and BAVO) regarding the possible allocation of funding to support social prescribing by providing funding to support the development of community assets (community support). This has been shaped but implementation has been delayed until 2020/21.

Cwm Taf Morgannwg CHILDREN AND FAMILIES Planning Group - The Group has discussed a number of collaborative approaches to address the need for better services re emotional health and well-being and for children looked after. They agreed that the MAPPS project will be commissioned out to the third sector

Cwm Taf Information, Communication and Involvement Group

Cwm Taf Community Zones Strategic Group

Cwm Taf Community Safety Partnership

Cwm Taf Morgannwg Regional Partnership Board and Transformation Leadership Group

Cwm Taf Dementia Action Steering Group

Cwm Taf Carers Strategic Partnership Board - It was decided that the Carers funding allocation for 2020-2021 across the Cwm Taf Morgannwg area, be offered as a grant opportunity – up to £5,000, £10,000 or £50,000. VAMT promoted this opportunity to its members in February and were part of the grant panel and decision making.

Cwm Taf Morgannwg Health Board STAKEHOLDER REFERENCE GROUP. VAMT has chaired all meetings in the period. The Group is currently in the process of reviewing its Terms of Reference to incorporate Bridgend. CVCs are to secure representatives as necessary through their individual area memberships. All messaging received via the Group is cascaded through VAMT to its members, routinely via the Health and Wellbeing Forum. Nominated as substantive Chair of the SRG from October 2019.

Cwm Taf Morgannwg IMMUNISATION GROUP - National Immunisation Conference poster competition winners, highlighting our work to support the increase in take up of the shingles vaccine in Merthyr Tydfil.

Cwm Taf Morgannwg Reducing Inequalities Group

Cwm Taf Morgannwg Safeguarding Board

Cwm Taf Morgannwg Together for Mental Health (T4MH) Partnership Board

Cwm Taf Local Action Group (RDP)

*Strategic Aim 3 – Enhance volunteering and wellbeing through participation and community action*

223 potential VOLUNTEERS were supported with at least 97 being placed. There was a sharp increase in the number of individuals interested and being placed into volunteering towards the end of March due to lockdown. 21 people were given general information regarding volunteering and 41 people were placed between 18th and 31st March.

Weekly OUTREACH at the local Job Centre and Merthyr Tydfil College

## **Voluntary Action Merthyr Tydfil**

### **Trustees' Report**

Support was provided to 16 organisations regarding VOLUNTEER RECRUITMENT. In the last two weeks of March and the onset of lockdown, additional volunteer recruitment took place. Helen Davies from Age Connects Morgannwg said "You have been a fabulous resource for us in this recruitment phase, I really would like to thank you for all your effort in getting us volunteers to help with people's stresses. This has been so rewarding for me, helping people provide community support". Helen Hughes, Charity Coordinator at Stephens and George Charitable trust said "We have turned the Charity on its head one minute we were organising Spread the Word Festival, the next moment we are delivering food parcels. We now have volunteers supporting The Trusts COVID 19 programme, all referred into the charity from VAMT.

GOOD PRACTICE IN VOLUNTEERING - assistance given to 14 organisations. They were given information sheets and offered ongoing support to develop policies.

Training and awareness session held on the VOLUNTEERING WALES website attended by 13 organisations attended, with positive feedback.

Two meetings were held of the Cwm Taf MANAGING VOLUNTEERS NETWORK

VAMT worked with the Merthyr Tydfil Borough Wide Youth Forum to deliver the YOUTH LED GRANTS SCHEME. The grant money was awarded to 4 groups, namely Friends of Nant Llwynog Park in Bedlinog, Stephens and George Charitable Trust, Merthyr Performance Company and MTBWYF. Additional money was secured later in the year and further monies allocated to 3 more projects. They were Treharris Boys and Girls Club, Willows Youth Club and Gellideg Foundation Group.

In partnership with Merthyr College a VOLUNTEERING FAYRE took place in September, the fayre was open to all students at the college as well as the general public. 25 voluntary organisations attended this event. Although many students picked up information and applications forms from the organisations, 15 students also requested a one to one appointment with the Volunteering Officer for further discussions.

OUTREACH events attended were A Health and Wellbeing day held by Stephens and George Charitable Trust, an "Opportunity Knocks" event at the Job Centre, the launch of Calon Las, a Careers Pathway event organised by Merthyr Tydfil College and a Volunteer Recruitment Day for the Reconnect Project

Stalls promoting volunteering were held during VOLUNTEERS WEEK at Tesco's and Marks and Spencer. Tesco's was very worthwhile. At that site 14 direct enquiries were made regarding volunteering, all made further contact, and from that 6 interviews took place.

As part of VAMT's EMPLOYEE VOLUNTEERING scheme, 2 local organisations were supported by 4 members of VAMT staff. These organisations were Merthyr and the Cynon Foodbank and the Merthyr Mendicants.

The COMMUNITY COORDINATORS project has continued on a Cwm Taf basis in partnership with Interlink:

Provide information, advice and assistance via a range of methods.

- 12 monthly bulletins issued
- Bulletins distributed to over 900 contacts across all sectors.
- 693 individuals signposted to third sector services and activities such as Merthyr and the Valleys MIND, community groups and shopping and cleaning services. 32 were specifically related to Covid-19
- 548 referrals received for individuals for issues ranging from benefit checks to social support. 36 referrals were specifically related to Covid-19

## **Voluntary Action Merthyr Tydfil**

### **Trustees' Report**

Support individuals to maintain their health and wellbeing. Support voluntary organisations and/or community groups to develop capacity.

- 11 screening / immunisation sessions held at GP Practices.
- 12 myth busting sessions held providing information to 300 people.
- Supported British Liver Trust to promote and also host their "Love your Liver" roadshow at VAMT – 50+ people attended and were provided with a free scan and advice.
- Brokered Alzheimer's Society Dementia Support staff to attend new weekly dementia clinic at St Johns Medical Practice.
- Working in partnership with Diabetes UK and Cwmbach Diabetes Support Group to develop new "Living with Diabetes" initiative in South Cynon.

Make appropriate referrals for individuals to engage with lifelong learning opportunities and deliver sessions to raise awareness of the project and to promote the third sector.

- 6 presentations made to statutory sector teams and one to BSc Health inequalities students. One piece of feedback was "Just to let you know the group that you saw this morning thought your session was really fantastic. They learnt so much about services out there and community groups to support older people. They did not realise there were so many agencies out there and volunteers that support / care for an older person".

Provide appropriate information, advice and assistance to enable connection with third sector services and activities

- 214 referrals made to third sector and statutory services. 24 referrals were made specifically in relation to Covid-19.

Continue to map the third sector. Arrange and deliver third sector awareness raising events. Make appropriate referrals to third sector services

- Brokered 34 sessions on behalf of third sector orgs to enable them to improve engagement with primary care / health and raise awareness of their services directly with patients.
- 33 referrals for benefit checks for income maximisation.
- 17 referrals were made to Care and Repair for home safety checks.

CALON LAS COMMUNITY HUB – VAMT continued with a Service Agreement with Merthyr Tydfil County Borough Council for the provision of a part time Information and Advice Officer based at the Hub. In August, this was augmented by the appointment of a part time Community Development Officer

- Supported the refurbishment of the facility and gathered a range of information leaflets to share with individuals attending or visiting the hub.
- Supported individuals by making 40 signposts to services/activities within the area and making 6 onward referrals to other organisations/projects.
- Brokered in 12 new services to the hub – Citizens Advice, Cat's Protection and Dog's Trust, as well as continuing to develop existing relationships with a range of local providers, such as the Parent Network and Drink Wise Age Well for the benefit of the local community.
- Organised and facilitated a Dementia Cupcake day, raising £140 for the Alzheimer's Society.
- Supported Volunteers Week, raising awareness of local opportunities available and signposted five individuals who wish to pursue volunteering
- Supported other initiatives such as Adult Learners' Week by providing information around local courses / classes available, and helping individuals engage with a range of opportunities available at Calon Las during the week.
- Observed footfall to the facility and noted an increase in community engagement over the course of the period.

## **Voluntary Action Merthyr Tydfil**

### **Trustees' Report**

- Supported the Zone Lead Officer in organising a formal launch event in September and brokered in 26 stallholders.
- In partnership with the Dog's Trust organised 2 Free Health Check sessions throughout the year. (September and November) In the 2 sessions there were more than 60 attendees and 30 dogs, 4 of these dogs had been microchipped for free.
- In partnership with 3G'S Youth to host a Christmas event for the community. Over 100 attendees, estimated 80 being children.
- Organised Santa's Grotto for the Gurnos residents.
- A Facebook page for Calon Las has been developed to promote the services available at the Community Hub and to encourage more dialogue with the local community. To date 298 followers have been achieved.
- A successful bid for 21st Century Schools funding was made by the Implementation Group to expand the current facility and incorporate a coffee shop area. A consultation/ engagement process around the proposed expansion, inviting stakeholders to feedback on how the facility might be used. During the launch event the vast majority of respondents voted in favour of the plans

A Community Litter Pick event was organised with a view to connecting with local community members and engaging them in further activities within the Hub. It was attended by 46 people from the community including the 3Gs Youth Project, Gurnos Men's Group and EE Staff as part of their community volunteering initiative. Over 50 bags of litter were collected on the day.

Supported the development of "Calon Las Cupcakes" (baking group). Have accompanied group members to undertake MIND Side by Side peer mentor training.

Supported St Aloysius Senior Citizens group to undertake MIND Side by Side peer mentor training.

The TACKLING LONELINESS AND ISOLATION PROJECT began in October is funded by ICF and provides for a development officer to work with communities in Merthyr Tydfil and RCT.

- Helped set up a Dowlais Men's Shed project with 6 men who have undertaken clearing of raised beds, planting flowers and participating in indoor curling sessions.
- Set up the Calon Las Men's indoor activity group supported by Kier Hardie Health Park and The Gurnos Men's Group.
- Set up a new over 50's group called The Golden Girls based in Caedraw. They started a basic IT course with Digital Heroes from Caedraw Primary School.
- Delivered a Dementia friends training session to 7 members of the Merthyr Historical Society.
- 4 dementia friends training sessions were organised and delivered to Merthyr Valleys Homes. 39 staff and community members participated and completed the training.
- Supported the Upper Rhondda community consultation in February.
- Delivered a Indoor curling taster session for the Taff Ely 50+ forum in February. 27 community members attended the event. As a result they have now set up the Taff Ely Curlers who meet on a monthly basis.
- Delivered a Meet and Greet community consultation at Gilfach Goch Day Centre. During the event 20 community members participated in a SWOT analysis and tried their hand at indoor curling. Ideas were discussed for various activities.
- Delivered a taster event at Ystrad Rhondda OAP hall. 16 community members attend this activity and following this they would like to set up their own indoor curling group as well as a film group.
- Cynon Valley Vision have been supported in applying for £500 to aide tackling loneliness and isolation which was successful.

## **Voluntary Action Merthyr Tydfil**

### **Trustees' Report**

#### **PLANS FOR FUTURE PERIODS**

Priorities include;

- Supporting the emergency Covid response and supporting organisations in the transition and recovery period
- VAMT will collaborate with Interlink RCT and BAVO (Bridgend Association of Voluntary Organisations) concerning regional partnerships and joint service delivery on the new Cwm Taf Morgannwg regional footprint
- Increasing organisational development support for local organisations
- Providing support to people wishing to volunteer
- Continuing to represent the sector at all levels of public partnerships
- Actively engaging in the ongoing implementation of the Social Services and Well Being Act and the need to support and develop community support
- Actively engaging in the furtherance of the Cwm Taf Well Being Plan and in particular focussing on delivering initiatives to tackle loneliness and isolation and development of volunteering
- Fully engaging in Integrated Care Fund projects including the Community Coordinators, third sector grants schemes and others
- Supporting the Calon Las Community Hub (Gurnos)
- Secure the Voluntary Action Centre premises for the longer term

#### **FINANCIAL REVIEW**

##### **Principal Funding Sources**

The organisation derives its funding from a variety of sources. The principal sources are derived from the Welsh Government, Merthyr Tydfil County Borough Council and Cwm Taf University Morgannwg Health Board.

##### **Reserves Policy and Going Concern**

The overall surplus for the year amounts to £64,712.

It is the Charity's policy that free reserves should be sufficient to allow the ongoing operation of the Charity in the event of an unexpected fall in funding. At 31 March 2020 free reserves amounted to £322,674 (2019 £278,017)

The Trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

The trustees of the charity regularly review and update the charities Risk Register which has a specific section on financial risk.

##### **Pay Policy for Senior Staff**

VAMT has an organisational policy which relates job roles to job groupings and an associated pay scale. Senior staff are incorporated in that policy. The spinal column points on the pay scales relate to the nationally agreed local government NJC scales (based on the rates as of 1st April 2017).

## **Voluntary Action Merthyr Tydfil**

### **Trustees' Report**

#### **Statement of Trustees' Responsibilities**

The trustees (who are also the directors of Voluntary Action Merthyr Tydfil for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

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

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

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.


#### **Disclosure of information to auditor**

Each trustee has taken steps that they ought to have taken as a trustee in order to make themselves aware of any relevant audit information and to establish that the charity's auditor is aware of that information. The trustees confirm that there is no relevant information that they know of and of which they know the auditor is unaware.

#### **Small companies provision statement**

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

The annual report was approved by the trustees of the charity on 30.11.20 and signed on its behalf by:



.....  
E J Dawson  
Trustee

## **Voluntary Action Merthyr Tydfil**

### **Independent Auditor's Report to the Members of Voluntary Action Merthyr Tydfil**

#### **Opinion**

We have audited the financial statements of Voluntary Action Merthyr Tydfil (the 'charity') for the year ended 31 March 2020, which comprise the Statement of Financial Activities, Balance Sheet, Statement of Cash Flows, 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 United Kingdom Accounting Standards, comprising Charities SORP - FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and applicable law (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2020 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

#### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity 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 charity'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 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.



## **Voluntary Action Merthyr Tydfil**

### **Independent Auditor's Report to the Members of Voluntary Action Merthyr Tydfil**

#### **Opinion on other matters prescribed by the Companies Act 2006**

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

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

#### **Matters on which we are required to report by exception**

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

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

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

#### **Responsibilities of trustees**

As explained more fully in the Statement of Trustees' Responsibilities (set out on page 13), the trustees 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 charity'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 charity 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.

As part of an audit in accordance with ISAs (UK), we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the charity's internal control.

## **Voluntary Action Merthyr Tydfil**

### **Independent Auditor's Report to the Members of Voluntary Action Merthyr Tydfil**

- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of the trustees use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the charity to express an opinion on the financial statements. We are responsible for the direction, supervision and performance of the charity audit. We remain solely responsible for our audit opinion.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

#### **Use of our report**

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



M L Barnes FCCA ACA (Senior Statutory Auditor)  
For and on behalf of Mitchell Meredith Limited, Statutory Auditor

St Davids House  
48 Free Street  
Brecon  
Powys  
LD3 7BN

30 November 2020

## Voluntary Action Merthyr Tydfil

### Statement of Financial Activities for the Year Ended 31 March 2020 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

		Unrestricted funds	Restricted funds	Total 2020	(As restated) Total 2019
	Note	£	£	£	£
<b>Income and Endowments from:</b>					
Charitable activities	4	202,036	865,551	1,067,587	686,003
Other activities	5	73,709	-	73,709	79,364
Investment income	6	1,104	-	1,104	2,218
Other income	7	6,127	-	6,127	3,246
Total income		<u>282,976</u>	<u>865,551</u>	<u>1,148,527</u>	<u>770,831</u>
<b>Expenditure on:</b>					
Charitable activities	8	<u>(291,256)</u>	<u>(784,186)</u>	<u>(1,075,442)</u>	<u>(970,776)</u>
Total expenditure		(291,256)	(784,186)	(1,075,442)	(970,776)
Gains/losses on investment assets		<u>(8,373)</u>	-	<u>(8,373)</u>	-
Net (expenditure)/income		(16,653)	81,365	64,712	(199,945)
Transfers between funds		<u>36,214</u>	<u>(36,214)</u>	-	-
Net movement in funds		19,561	45,151	64,712	(199,945)
<b>Reconciliation of funds</b>					
Total funds brought forward		<u>426,951</u>	<u>41,824</u>	<u>468,775</u>	<u>668,720</u>
Total funds carried forward	20	<u>446,512</u>	<u>86,975</u>	<u>533,487</u>	<u>468,775</u>


All of the charity's activities derive from continuing operations during the above two periods.

# Voluntary Action Merthyr Tydfil

(Registration number: 06058360)  
Balance Sheet as at 31 March 2020

	Note	2020 £	(As restated) 2019 £
<b>Fixed assets</b>			
Tangible assets	15	123,838	148,934
Investments	16	66,627	-
		<u>190,465</u>	<u>148,934</u>
<b>Current assets</b>			
Debtors	17	192,685	105,209
Cash at bank and in hand		339,144	369,234
		<u>531,829</u>	<u>474,443</u>
<b>Creditors: Amounts falling due within one year</b>	18	<u>(188,807)</u>	<u>(154,602)</u>
<b>Net current assets</b>		<u>343,022</u>	<u>319,841</u>
<b>Net assets</b>		<u>533,487</u>	<u>468,775</u>
<b>Funds of the charity:</b>			
<b>Restricted income funds</b>			
Restricted funds	20	86,975	41,824
<b>Unrestricted income funds</b>			
Unrestricted funds		<u>446,512</u>	<u>426,951</u>
<b>Total funds</b>	20	<u>533,487</u>	<u>468,775</u>

The financial statements on pages 17 to 33 were approved by the trustees, and authorised for issue on 30.11.20 and signed on their behalf by:

  
P. Gray  
Trustee

## Voluntary Action Merthyr Tydfil

### Statement of Cash Flows for the Year Ended 31 March 2020

	Note	2020 £	(As restated) 2019 £
<b>Cash flows from operating activities</b>			
Net cash income/(expenditure)		64,712	(199,945)
<b>Adjustments to cash flows from non-cash items</b>			
Depreciation		36,472	37,992
Investment income	6	(1,104)	(2,218)
Revaluation of investments		8,373	-
		<u>108,453</u>	<u>(164,171)</u>
<b>Working capital adjustments</b>			
(Increase)/decrease in debtors	17	(87,476)	139,124
Increase/(decrease) in creditors	18	34,205	(158,340)
Net cash flows from operating activities		<u>55,182</u>	<u>(183,387)</u>
<b>Cash flows from investing activities</b>			
Interest receivable and similar income	6	1,104	2,218
Purchase of tangible fixed assets	15	(11,376)	(8,507)
Purchase of investments	16	(75,000)	-
Net cash flows from investing activities		<u>(85,272)</u>	<u>(6,289)</u>
Net decrease in cash and cash equivalents		(30,090)	(189,676)
Cash and cash equivalents at 1 April		<u>369,234</u>	<u>558,910</u>
Cash and cash equivalents at 31 March		<u><u>339,144</u></u>	<u><u>369,234</u></u>

All of the cash flows are derived from continuing operations during the above two periods.

## **Voluntary Action Merthyr Tydfil**

### **Notes to the Financial Statements for the Year Ended 31 March 2020**

#### **1 Charity status**

The charity is limited by guarantee, incorporated in England and Wales, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

The address of its registered office is:

89 -90 High Street  
Merthyr Tydfil  
Mid Glamorgan  
CF47 8UH

#### **2 Accounting policies**

##### **Summary of significant accounting policies and key accounting estimates**

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

##### **Statement of compliance**

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). They also comply with the Companies Act 2006 and Charities Act 2011.

##### **Basis of preparation**

Voluntary Action Merthyr Tydfil 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 notes.

##### **Going concern**

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

## Voluntary Action Merthyr Tydfil

### Notes to the Financial Statements for the Year Ended 31 March 2020

#### Changes in accounting policy

##### Property depreciation

The following have been applied for the first time from 1 April 2019.

##### Freehold Property

Freehold property depreciation policy has changed from nil depreciation to depreciation at 2% of cost in line with UK GAAP.

##### Leasehold Improvements

Leasehold property improvements depreciation policy has been changed from straight line depreciation at 5% to depreciation over the remaining term of the lease.

	Relating to the current period disclosed in these financial statements	Relating to the prior period disclosed in these financial statements	Relating to periods before the prior period disclosed in these financial statements
	£	£	£
Depreciation	-	9,198	103,706
Net book value of freehold property	-	(1,260)	(12,598)
Net book value of leasehold property improvement	-	(7,938)	(91,108)

#### Income and endowments

##### Investment income

Dividends are recognised once the dividend has been paid.

#### Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

##### Charitable activities

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

##### Grant provisions

Provisions for grants are made when the intention to make a grant has been communicated to the recipient but there is uncertainty about either the timing of the grant or the amount of grant payable.

## **Voluntary Action Merthyr Tydfil**

### **Notes to the Financial Statements for the Year Ended 31 March 2020**

#### **Support costs**

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

#### **Governance costs**

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees's meetings and reimbursed expenses.

#### **Government grants**

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

#### **Taxation**

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

#### **Tangible fixed assets**

Individual fixed assets costing £500.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

#### **Depreciation and amortisation**

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

<b>Asset class</b>	<b>Depreciation method and rate</b>
Freehold property	2% straight line
Land	Not depreciated
Leasehold property	Written off over the remaining term of the lease
Office equipment	25% straight line

#### **Fixed asset investments**

Fixed asset investments, other than programme related investments, are included at market value at the balance sheet date. Realised gains and losses on investments are calculated as the difference between sales proceeds and their market value at the start of the year, or their subsequent cost, and are charged or credited to the Statement of Financial Activities in the period of disposal.

Unrealised gains and losses represent the movement in market values during the year and are credited or charged to the Statement of Financial Activities based on the market value at the year end.



## **Voluntary Action Merthyr Tydfil**

### **Notes to the Financial Statements for the Year Ended 31 March 2020**

#### **Trade debtors**

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

#### **Cash and cash equivalents**

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

#### **Trade creditors**

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

#### **Borrowings**

Interest-bearing borrowings are initially recorded at fair value, net of transaction costs. Interest-bearing borrowings are subsequently carried at amortised cost, with the difference between the proceeds, net of transaction costs, and the amount due on redemption being recognised as a charge to the Statement of Financial Activities over the period of the relevant borrowing.

Interest expense is recognised on the basis of the effective interest method and is included in interest payable and similar charges.

Borrowings are classified as current liabilities unless the charity has an unconditional right to defer settlement of the liability for at least twelve months after the reporting date.

#### **Fund structure**

Unrestricted income funds are general funds that are available for use at the trustees's discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

## Voluntary Action Merthyr Tydfil

### Notes to the Financial Statements for the Year Ended 31 March 2020

#### Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

#### 3 Grants

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
WG Infrastructure Partnership Agreement	156,318	-	156,318	141,610
Cwm Taf University Health Board	20,718	-	20,718	20,717
Merthyr Tydfil CBC - Core Grant	25,000	-	25,000	25,000
WG Comic Relief	-	145,000	145,000	-
Cwm Taf Health Board - ICF Grants	-	681,647	681,647	480,241
Gwirvol User Led Grant	-	12,650	12,650	9,124
MTCBC Community Zone	-	26,254	26,254	9,311
	<u>202,036</u>	<u>865,551</u>	<u>1,067,587</u>	<u>686,003</u>

#### 4 Income from charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2020 £	Total 2019 £
Grants and contracts	<u>202,036</u>	<u>865,551</u>	<u>1,067,587</u>	<u>686,003</u>

## Voluntary Action Merthyr Tydfil

### Notes to the Financial Statements for the Year Ended 31 March 2020

#### 5 Income from other activities

	Unrestricted funds		
	General	Total	Total
	£	2020	2019
		£	£
Other activities	15,727	15,727	17,109
Property rental income	57,982	57,982	62,255
	<u>73,709</u>	<u>73,709</u>	<u>79,364</u>

#### 6 Investment income

	Unrestricted funds		
	General	Total	Total
	£	2020	2019
		£	£
Interest receivable and similar income; Interest receivable on bank deposits	1,104	1,104	2,218

#### 7 Other income

	Unrestricted funds		
	General	Total	Total
	£	2020	2019
		£	£
Miscellaneous Income	6,127	6,127	3,246

#### 8 Expenditure on charitable activities

		Unrestricted funds			(As restated)
		General	Restricted funds	Total	Total
	Note	£	£	2020	2019
				£	£
Grants payable		1,941	594,129	596,070	439,284
Staff costs		162,067	157,838	319,905	343,501
Allocated support costs	9	108,920	32,219	141,139	171,666
Governance costs	9	18,328	-	18,328	16,325
		<u>291,256</u>	<u>784,186</u>	<u>1,075,442</u>	<u>970,776</u>

## Voluntary Action Merthyr Tydfil

### Notes to the Financial Statements for the Year Ended 31 March 2020

#### 9 Analysis of governance and support costs

##### Support costs allocated to charitable activities

	Basis of allocation	Unrestricted funds £	Restricted funds £	Total 2020 £	Total 2019 £
Premises expenses	Direct	16,525	9,691	26,216	36,138
Cleaning and repairs	Direct	21,753	-	21,753	19,589
Subscriptions	Direct	232	131	363	312
Advertising and publications	Direct	3,270	2,059	5,329	4,086
Insurance	Direct	2,507	1,757	4,264	4,231
Bank Charges	Direct	328	-	328	634
Development costs	Direct	3,082	677	3,759	3,881
Office costs	Direct	9,985	5,580	15,565	25,096
Computer expenses	Direct	9,013	6,176	15,189	15,051
Motor and travel	Direct	2,431	3,426	5,857	5,738
Recruitment & training	Direct	300	912	1,212	4,697
Volunteer Expenses	Direct	44	-	44	225
Legal and professional	Direct	566	1,773	2,339	6,210
Other costs	Direct	2,412	37	2,449	7,786
Depreciation	Direct	36,472	-	36,472	37,992
		<u>108,920</u>	<u>32,219</u>	<u>141,139</u>	<u>171,666</u>

##### Governance costs

	Unrestricted funds General £	Total 2020 £	Total 2019 £
Staff costs			
Wages and salaries	13,205	13,205	14,525
Audit fees			
Audit of the financial statements	4,750	4,750	-
Independent examiner fees			
Other accountancy services	-	-	1,800
Other governance costs	373	373	-
	<u>18,328</u>	<u>18,328</u>	<u>16,325</u>

## Voluntary Action Merthyr Tydfil

### Notes to the Financial Statements for the Year Ended 31 March 2020

#### 10 Net incoming/outgoing resources

Net incoming/(outgoing) resources for the year include:

	2020 £	2019 £
Audit fees	4,750	-
Depreciation of fixed assets	<u>36,472</u>	<u>37,992</u>

#### 11 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

#### 12 Staff costs

The aggregate payroll costs were as follows:

	2020 £	2019 £
<b>Staff costs during the year were:</b>		
Wages and salaries	280,253	307,957
Social security costs	24,221	23,894
Pension costs	<u>28,636</u>	<u>26,175</u>
	<u>333,110</u>	<u>358,026</u>

The monthly average number of persons (including senior management team) employed by the charity during the year expressed as full time equivalents was as follows:

	2020 No	2019 No
Total employees	<u>10</u>	<u>14</u>

No employee received emoluments of more than £60,000 during the year.

The total employee benefits of the key management personnel of the charity were £93,414 (2019 - £92,148).

#### 13 Independent examiner's remuneration

	2020 £	2019 £
Examination of the financial statements	<u>-</u>	<u>1,800</u>

## Voluntary Action Merthyr Tydfil

### Notes to the Financial Statements for the Year Ended 31 March 2020

#### 14 Auditors' remuneration

	2020 £	2019 £
Audit of the financial statements	<u>4,750</u>	<u>-</u>

#### 15 Tangible fixed assets

	Land and buildings £ (As restated)	Furniture and equipment £	Total £
<b>Cost</b>			
At 1 April 2019	515,412	97,782	613,194
Additions	<u>-</u>	<u>11,376</u>	<u>11,376</u>
At 31 March 2020	<u>515,412</u>	<u>109,158</u>	<u>624,570</u>
<b>Depreciation</b>			
At 1 April 2019	380,226	84,034	464,260
Charge for the year	<u>30,570</u>	<u>5,902</u>	<u>36,472</u>
At 31 March 2020	<u>410,796</u>	<u>89,936</u>	<u>500,732</u>
<b>Net book value</b>			
At 31 March 2020	<u>104,616</u>	<u>19,222</u>	<u>123,838</u>
At 31 March 2019	<u>135,186</u>	<u>13,748</u>	<u>148,934</u>

Included within the net book value of land and buildings above is £72,864 (2019 - £74,121) in respect of freehold land and buildings and £31,752 (2019 - £61,062) in respect of leaseholds.

## Voluntary Action Merthyr Tydfil

### Notes to the Financial Statements for the Year Ended 31 March 2020

#### 16 Fixed asset investments

	Listed investments £	Total £
<b>Cost or Valuation</b>		
Additions	75,000	75,000
Revaluation	<u>(8,373)</u>	<u>(8,373)</u>
At 31 March 2020	<u>66,627</u>	<u>66,627</u>
<b>Net book value</b>		
At 31 March 2020	<u><u>66,627</u></u>	<u><u>66,627</u></u>

#### 17 Debtors

	2020 £	2019 £
Trade debtors	16,814	14,769
Prepayments	1,278	1,381
Other debtors	<u>174,593</u>	<u>89,059</u>
	<u><u>192,685</u></u>	<u><u>105,209</u></u>

#### 18 Creditors: amounts falling due within one year

	2020 £	2019 £
Trade creditors	3,495	9,372
Other taxation and social security	6,439	5,808
Other creditors	163,590	129,398
Accruals	<u>15,283</u>	<u>10,024</u>
	<u><u>188,807</u></u>	<u><u>154,602</u></u>

#### 19 Pension and other schemes

##### Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £28,636 (2019 - £26,175).

## Voluntary Action Merthyr Tydfil

### Notes to the Financial Statements for the Year Ended 31 March 2020

#### 20 Funds

	Balance at 1 April 2019 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2020 £
<b>Unrestricted funds</b>					
<i>General</i>					
General	426,951	282,976	(299,629)	36,214	446,512
<b>Restricted funds</b>					
Building Stronger Bridges	-	37,080	(41,605)	4,525	-
Gwirvol user-led grants	-	12,650	(9,760)	(2,890)	-
World Mental Health Day	182	-	-	-	182
Intermediate Care Fund - Staff	-	145,850	(145,850)	-	-
Care Home Education	2,490	-	(2,490)	-	-
ICF Befriending Services	17,234	220,000	(195,350)	-	41,884
ICF - Carers Grant	11,705	-	(3,000)	(8,705)	-
ICF - Dementia	3,634	62,000	(41,500)	-	24,134
Community Zone	6,579	26,254	(26,748)	(2,654)	3,431
ICF - VAMT Staff Fund	-	102,798	(96,733)	(6,065)	-
WCVA Comic Relief	-	145,000	(145,000)	-	-
Loneliness and Isolation	-	42,906	(22,481)	(20,425)	-
ICF - Capital Grants	-	71,013	(53,669)	-	17,344
<b>Total restricted funds</b>	<u>41,824</u>	<u>865,551</u>	<u>(784,186)</u>	<u>(36,214)</u>	<u>86,975</u>
<b>Total funds</b>	<u>468,775</u>	<u>1,148,527</u>	<u>(1,083,815)</u>	<u>-</u>	<u>533,487</u>



## Voluntary Action Merthyr Tydfil

### Notes to the Financial Statements for the Year Ended 31 March 2020

	Balance at 1 April 2018 £	Incoming resources £	Resources expended £	Transfers £	(As restated) Balance at 31 March 2019 £
<b>Unrestricted funds</b>					
<i>General</i>					
General	491,096	272,155	(331,529)	(4,771)	426,951
<b>Restricted funds</b>					
Building Stronger Bridges	-	37,080	(52,916)	15,836	-
Workstep	785	-	(785)	-	-
Gwirvol user-led grants	580	9,124	(9,704)	-	-
Community Voice (MAGNET)	11,665	-	(42)	(11,623)	-
World Mental Health Day	382	-	(200)	-	182
Intermediate Care Fund - Staff	4,000	248,500	(252,607)	107	-
ICF - 5 Ways to Wellbeing	-	35,000	(35,000)	-	-
Care Home Education	2,490	-	-	-	2,490
ICF Befriending Services	116,722	60,000	(159,488)	-	17,234
ICF - Carers Grant	41,000	15,000	(44,295)	-	11,705
RDP - Digital Support	-	33,661	(34,112)	451	-
ICF - Dementia	-	51,000	(47,366)	-	3,634
Community Zone	-	9,311	(2,732)	-	6,579
<b>Total restricted funds</b>	<u>177,624</u>	<u>498,676</u>	<u>(639,247)</u>	<u>4,771</u>	<u>41,824</u>
<b>Total funds</b>	<u>668,720</u>	<u>770,831</u>	<u>(970,776)</u>	<u>-</u>	<u>468,775</u>

## **Voluntary Action Merthyr Tydfil**

### **Notes to the Financial Statements for the Year Ended 31 March 2020**

The specific purposes for which the funds are to be applied are as follows:

**Building Stronger Bridges** - Part of a national project to improve the relationship between the voluntary sector and the NHS.

**Gwirvol User-Led Grants** - Grants given to all CVC's to encourage youth led projects.

**World Mental Health Day** - The fund is made up of income from sponsorship and fundraising events which will fund the World Mental Health Day events. VAMT is in receipt of the fund which is managed by the World Mental Health Steering Group.

**Intermediate Care Fund** - The Intermediate Care Fund supported the employment of a team of community co-ordinators, 2 of whom are hosted by VAMT. The roles provide information, advice and signpost statutory partners and citizens to voluntary sector services and activities which benefit individuals aged 65+.

**Community Capacity Grant Scheme** - Funded by the Intermediate Care Fund, VAMT administered a £120,000 Neighbourhood Capacity Grant Scheme which funded 12 projects who demonstrated significant impact in reducing isolation and loneliness, promoting healthy lifestyles and wellbeing, preventing unnecessary hospital admissions and supporting hospital discharges.

**Care Home Education** - This funding is to support delivery of education about end of life care within Care Homes. It will focus on developing awareness and leadership at care home management level, as well as general awareness across other staffing groups.

**ICF Befriending Services** - Funding is provided to improve loneliness and isolation in the 50+ population by providing befriending services via one to one and group sessions.

**Carers Grant** - The grant is to provide preventative services which support and enhance the wellbeing of carers.

**ICF Dementia** - Grant funding for third sector organisations providing dementia care in the Cwm Taf Region.

**Community Zone** - For provision of Community Development and Information, Advice and Assistance support to the Community Zone within the Gurnos.

## Voluntary Action Merthyr Tydfil

### Notes to the Financial Statements for the Year Ended 31 March 2020

#### 21 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total funds
	General £	£	£
Tangible fixed assets	123,838	-	123,838
Fixed asset investments	66,627	-	66,627
Current assets	444,854	86,975	531,829
Current liabilities	(188,807)	-	(188,807)
Total net assets	<u>446,512</u>	<u>86,975</u>	<u>533,487</u>

#### 22 Related party transactions

There were no related party transactions in the year.

#### 23 Non-adjusting events after the financial period

The worldwide pandemic caused by Covid 19 has serious implications for the day to day operations of the Charity and the organisations it supports. The Charity's response is detailed in page 4 of the Trustees Report.