

SC106743

VOLUNTEER DEVELOPMENT SCOTLAND LIMITED

**DIRECTORS' REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31st MARCH 2007**



VOLUNTEER DEVELOPMENT SCOTLAND LIMITED
REPORT AND ACCOUNTS FOR THE YEAR ENDED 31st March 2007

CONTENTS

	PAGE
Officers and Professional Advisors	2
Directors' Report	3 6
Auditor's Report	7
Income and Expenditure Account (summarised)	8
Balance Sheet	9
Statement of Financial Activities	10
Notes to the Accounts	11 15
 The following pages do not form part of the financial statements	
Income and Expenditure Account (detailed)	17

VOLUNTEER DEVELOPMENT SCOTLAND LIMITED

OFFICERS AND PROFESSIONAL ADVISORS

DIRECTORS

Directors serving during the year ended 31st March 2007

Elected

Phyl Meyer
John Thorburn
Pamela Millar

Appointed

Karl Monsen Elvik, VC Scotland
David Jamieson
Irene Swankie
Bill Howat
Colin Lee (appointed 30 May 2006)
Michael Empson (appointed 30 May 2006)
Robert Ellis (appointed 5 December 2006)

COMPANY SECRETARY

George Thomson

LEADERSHIP

George Thomson	Chief Executive
Kenneth Sturatt	Head of Resources
Richard Dale	Head of New Technologies
Eliane Reid	Head of Client Services
Linda Irvine	Head of Business Development

AUDITORS

Macfarlane Gray
Chartered Accountants & Registered Auditors
15 Gladstone Place
Stirling
FK8 2NX

BANKERS

The Royal Bank of Scotland plc	Bank of Scotland
82 Murray Place	600 Gorgie Road
Stirling	Edinburgh
FK8 2DR	EH11 3XP

REGISTERED OFFICE

Stirling Enterprise Park
Stirling
FK7 7RP

COMPANY REGISTRATION NUMBER

SC106743

CHARITY NUMBER

SC013740

VOLUNTEER DEVELOPMENT SCOTLAND LIMITED

DIRECTORS' REPORT

STRUCTURE, GOVERNANCE AND MANAGEMENT

GOVERNING DOCUMENT

Volunteer Development Scotland is a company limited by guarantee and not having share capital incorporated on 17th September 1987

A revision of its Memorandum and Articles of Association was passed through a special resolution on 15 November 1996 and they were revised and adopted with immediate effect

In the event of the company being wound up all members, or within one year after he ceases to be a member, are liable for the payment of debts and liabilities of the company, and for the costs and expenses of winding up of that date, such amount as required but not exceeding £1

RECRUITMENT AND APPOINTMENT OF DIRECTORS

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles are known as Board of Directors

The maximum number of directors shall be 15, of whom a maximum of 10 directors shall be elected and a maximum of 5 directors shall be appointed

One third of the elected directors shall retire from office at the conclusion of each annual general meeting, but shall be eligible for re election in accordance with the provisions of article 52 of the Memorandum

An elected director shall not be eligible to serve as a director for a period in excess of six consecutive years and after that time shall vacate office and be ineligible to serve as an elected director for one year

DIRECTORS INDUCTION AND TRAINING

VDS Directors annually review the organisation's Standards of Practice for Directors which contains guidance on all aspects of good governance This review is complemented by an assessment of training needs of each Director and an induction pack and programme for new Directors

A Board Directors away day is held each year and a programme of Directors workshops has been introduced to precede Board meetings which address Directors training needs and good governance

ORGANISATIONAL STRUCTURE

Volunteer Development Scotland hold Board meetings on a bi monthly basis and hold their Annual General meeting in the first week of December

Current Board members have a variety of professional backgrounds and skills relevant to the work of the organisation Also present at Board meetings are the Executive committee who have no voting rights

The Board is responsible for the approval of strategic direction and also approval of policies of the organisation

An Audit and Scrutiny Committee has been formed, with delegated powers from the Board, to ensure that there is an established framework for accountability including that of risk management and ensuring that Volunteer Development Scotland is compliant with all aspects of the law, relevant regulations and good practice

The Executive committee has been formed, with delegated powers, to make operational and management decisions on an ongoing basis to ensure the smooth day to day running of the organisation The Executive are responsible for ensuring that the organisation delivers on the services specified and that key performance indicators are met They are also responsible for the engagement of all staff and that the work team continue to develop their skills and working practices in line with best practice

RELATED PARTIES

Core activities which Volunteer Development Scotland is involved in are funded by the Scottish Executive and as such we are accountable on our core activities to that body Predominantly our core funding comes from the Voluntary Issues Unit of the Scottish Executive, however we have secured other funding from Health and Education Units of the Scottish Executive and have delivered accordingly

VOLUNTEER DEVELOPMENT SCOTLAND LIMITED

DIRECTORS' REPORT

Volunteer Development Scotland has also secured funding from Scottish Executive to enable the local Volunteer Centre brand to operate, in partnership with VDS as part of a national network, within every Local Authority area in Scotland, to implement a strategic role in delivering outcomes sought in the Volunteering Strategy for Scotland

VISION, AIMS AND OBJECTIVES

VDS Vision

- People are an active power in society making a positive difference through volunteering

VDS Aims

To maximise the positive impacts of volunteering on people, organisations (formal and informal), community and wider society through our independent leadership role by

- Listening to individuals and stakeholders, championing their voice
- Gathering intelligence and evidence to inform thinking, influence policy development and drives high quality practice
- Innovating in key areas including impact assessment
- Providing legislative, regulatory and other support services for the voluntary, public & private sector
- Working in partnership with a variety of networks and organisations including the Scottish Executive

Our Values

Our values of integrity, openness, honesty, accountability, inclusiveness, diversity and equality of opportunity are the foundation for our behaviour and the way we work with others

ACHIEVEMENTS AND PERFORMANCE

Volunteer Development Scotland serves as the National Centre for Excellence in volunteer development, playing a strategic role to maximise the positive impacts of volunteering on individuals, groups, organisations, communities and indeed society

Volunteer Development Scotland has continued to work across the sectors through the national and local networks which are in place disseminating research and good practice within volunteering together with providing advice and information to businesses and voluntary organisations throughout Scotland

During the year Volunteer Development Scotland also increased its role and dimension with regards to the introduction of the Protection of Children in Scotland legislation (POCSA) and our unit, the Central Registered Body in Scotland (CRBS), has been responsible for processing the increased volume of applications and registrations arising as a result of this

The main achievements and organisational developments which have taken place during the last 12 months have added to our portfolio and demonstrates the strong position that VDS have been

- The development of the VDS and CRBS brand identity including establishing clarity of vision, aims, values and key strategic priorities
- Delivering all services and contractual/consultancy obligations satisfactorily to a number of clients including Scottish Executive and the Big Lottery Fund
- Efficiencies realised through implementation of new organisational staffing structure and appointment of new staff
- Robust partnership agreement established with Volunteer Centre Network, resulting in clarity of contractual arrangements and benefits through additional joint working
- Adding substantial value to advancing the boundaries of volunteering by establishing new relationships and partnerships with e.g. London 2012 Olympics, Jobcentre Plus, Time Bank UK, the Environmental Group and Health Department within the Scottish Executive

FINANCIAL REVIEW

INVESTMENT POWERS

A To invest funds not immediately required for the purpose of its activities in such investments and that in such manner as may from time to time be considered advantageous (subject to compliance with any applicable legal requirements) and to dispose of and vary such investments and securities

B The company shall have the power to purchase, take on feu, lease, hire, take in exchange, and otherwise acquire any property and rights which may be advantageous for the purposes of the activity of the company

VOLUNTEER DEVELOPMENT SCOTLAND LIMITED

DIRECTORS' REPORT

C To lend money and give credit to any person, with or without security, and to grant guarantees and contracts of indemnity on behalf of any person

D To borrow money and give security for the payment of money by, or the performance of other obligations of, the company or any other person

RESERVES POLICY

The directors have reviewed their financial responsibilities and have established a policy whereby unrestricted funds not committed or invested in tangible fixed assets (free reserves) held by the company should equate to £800,000. At this level the directors feel that they would be able to continue the current activities of the company in the event of a significant drop in funding, whilst also covering other identified contingencies and potential property costs. At present free reserves amount to £795,239. The policy will therefore be subject to review in the year to 31 March 2008.

RISK MANAGEMENT

The directors have assessed the major risks to which the company is exposed and are satisfied that systems are in place to mitigate those risks. An Audit and Scrutiny Committee has been formed, consisting of three Board directors and an Executive member, to review the risk framework and existing policies within Volunteer Development Scotland to ensure that any risk exposure is minimised and that good practice is maintained.

VDS Long Term Strategic Priorities

- To maintain and develop VDS as a recognised Centre for Excellence in Volunteer Development
- To investigate, interpret and disseminate intelligence about the volunteering market in Scotland
- To contribute to the four strands of the Volunteering Strategy through innovation, best practice, legislative, regulatory and other services
- To develop and build strategic relationships with stakeholders and organisations
- To continuously develop and consistently implement excellent "ways of working"
- We aim to maximise the positive impacts of volunteering on individuals, organisations, community and society through our independent leadership role by
 - Listening to individuals and stakeholders, championing their voice
 - Gathering intelligence and evidence which informs thinking, influences policy development and drives high quality practice
 - Innovating in key areas including understanding volunteering, influencing policy, best practice and impact assessment
 - Providing legislative, regulatory and other support services for the voluntary, public and private sector
 - Working in partnership with the Scottish Executive, our Volunteering Infrastructure partners and organisations from other sectors

RESPECTIVE RESPONSIBILITIES OF DIRECTORS AND AUDITORS

Company Law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company, and of the surplus or deficit of the company, for that year. In preparing those financial statements, the directors are required to

Select suitable accounting policies and then apply them consistently
Make judgements and estimates that are reasonable and prudent
State whether applicable accounting standards have been followed
Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

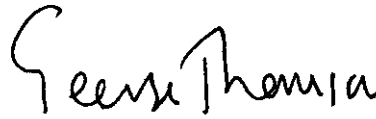
VOLUNTEER DEVELOPMENT SCOTLAND LIMITED

DIRECTORS' REPORT

AUDITORS

Macfarlane Gray, Chartered Accountants & Registered Auditors, Stirling, being eligible for re election have indicated their willingness to continue in office

By order of the Board



George Thomson

COMPANY SECRETARY

DATE 3rd July 2007

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF
VOLUNTEER DEVELOPMENT SCOTLAND LIMITED**

We have audited the financial statements for the year ended 31 March 2007 as presented on pages 8 to 15 which have been prepared under the historical cost convention and the accounting policies as set out on page 11

This report is made solely to the company's members, as a body, in accordance with Section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

RESPECTIVE RESPONSIBILITIES OF THE DIRECTORS AND THE AUDITORS

As described on page 5, the charity's directors are responsible for the preparation of the financial statements in accordance with applicable law and United Kingdom Accounting Standards.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK & Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you if, in our opinion, the Directors' Annual Report is not consistent with the financial statements, if the charity has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information required by law regarding trustees' remuneration and transaction with the charity is not disclosed.

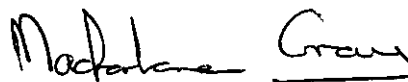
BASIS OF OPINION

We conducted our audit in accordance with International Standards on Auditing (UK & Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the directors in the preparation of the financial statements, and of whether the accounting policies are appropriate to the company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the statements.

OPINION

In our opinion the financial statements give a true and fair view of the state of the company's affairs as at 31st March 2007 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended and have been properly prepared in accordance with the provisions of the Companies Act 1985 as applicable to the nature of the company.



MACFARLANE GRAY
Chartered Accountants
&
Registered Auditors

DATE 31 / 7 / 07

VOLUNTEER DEVELOPMENT SCOTLAND LIMITED
INCOME AND EXPENDITURE ACCOUNT YEAR ENDED 31st MARCH 2007 (summarised)

	<u>2007</u>	<u>2006</u>
	£	£
INCOME	6,237,467	5,695,111
EXPENDITURE	<u>6,235,474</u>	<u>5,441,666</u>
SURPLUS FOR YEAR	1,993	253,445
Restricted loss / (surplus)	<u>31,529</u>	<u>16,982</u>
UNRESTRICTED SURPLUS FOR YEAR BEFORE TRANSFERS	33,522	270,427
Transferred from/(to) designated/restricted funds	<u>4,885</u>	<u>28,038</u>
INCREASE IN GENERAL FUND	<u>38,407</u>	<u>298,465</u>

The notes on pages 10 to 14 form part of these accounts

VOLUNTEER DEVELOPMENT SCOTLAND LIMITED
BALANCE SHEET AS AT 31st MARCH 2007

	<u>Notes</u>	<u>2007</u> £	<u>2006</u> £
TANGIBLE FIXED ASSETS	7	<u>94,868</u>	<u>112,438</u>
CURRENT ASSETS			
Prepayments and Accrued Income	8	50,855	23,534
Cash at Bank and Building Society		904,389	1,352,333
Cash on Hand		<u>500</u>	<u>500</u>
		<u>955,744</u>	<u>1,376,367</u>
CREDITORS Amounts falling due within one year			
Sundry Creditors and Accruals	9	<u>160,505</u>	<u>600,691</u>
NET CURRENT ASSETS		<u>795,239</u>	<u>775,676</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>890,107</u>	<u>888,114</u>
TOTAL ASSETS LESS LIABILITIES		<u>890,107</u>	<u>888,114</u>
FINANCED BY:			
Unrestricted funds			
Designated funds		541,379	558,949
General funds		<u>348,728</u>	<u>310,321</u>
		890,107	869,270
Restricted funds			<u>18,844</u>
Total funds	10	<u>890,107</u>	<u>888,114</u>

Approved by the Board on 3/7/07 and signed on behalf of the board by


 Bill Howat CHAIRMAN

The notes on pages 11 to 15 form part of these accounts

VOLUNTEER DEVELOPMENT SCOTLAND LIMITED
STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31st MARCH 2007

		Unrestricted	Restricted	Total Funds	Total Funds
	Notes	Funds	Funds	2007	2006
		£	£	£	£
Incoming resources from					
Generated funds:					
<i>Voluntary income</i>					
Core grant		900,000		900,000	700,000
<i>Activities for generating funds</i>					
Courses and conferences		33,156		33,156	36,106
Fees		113,285		113,285	152,920
Publications		341		341	1,930
Interest received		68,560		68,560	49,870
Incoming resources from charitable activities:					
Grants	3	1,097,766	4,004,243	5,102,009	4,729,381
Membership subscriptions		20,116		20,116	24,904
Total Incoming Resources		<u>2,233,224</u>	<u>4,004,243</u>	<u>6,237,467</u>	<u>5,695,111</u>
Resources Expended					
	4				
Costs of generating funds		46,616		46,616	90,963
Charitable activities		2,098,169	4,035,772	6,133,941	5,296,964
Governance costs		54,917		54,917	53,739
Total Resources Expended		<u>2,199,702</u>	<u>4,035,772</u>	<u>6,235,474</u>	<u>5,441,666</u>
Net Incoming/(Outgoing) Resources		33,522	(31,529)	1,993	253,445
Total Funds at 1 April 2006		<u>869,270</u>	<u>18,844</u>	<u>888,114</u>	<u>634,669</u>
Transfer between Reserves		(12,685)	12,685		
Total Funds at 31 March 2007	10	<u>890,107</u>		<u>890,107</u>	<u>888,114</u>

The notes on pages 11 to 15 form part of these accounts

VOLUNTEER DEVELOPMENT SCOTLAND LIMITED
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2007

1. ACCOUNTING POLICIES

Basis of Accounting

The Accounts have been prepared under the historical cost basis of accounting, and in accordance with the Companies Act 1985 and Accounting and Reporting by Charities 2005 Statement of Recommended Practice

Incoming Resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income

- Voluntary income is received by way of grant funding and where entitlement to the grant is not conditional on the delivery of a specific performance by the charity, the grant is recognised when the charity becomes unconditionally entitled to the grant,
- Investment income is included when receivable,
- Incoming resources from charitable trading activity are accounted for when earned,
- Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred

- Costs of generating funds comprise the costs associated with the administration and development of the generated funds,
- 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,
- All costs are allocated between the expenditure categories of the statement of financial activity on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis

Depreciation

Depreciation is provided on all fixed assets at rates calculated to write off the cost of each asset evenly over its useful life as follows

Leasehold Property	10 years
Furniture & Fittings	either 3 or 5 years
Computer & Electronic Equipment	either 3 or 5 years

Funds

In compliance with Accounting and Reporting by Charities 2005 Statement of Recommended Practice, the directors have defined funds in terms of those which are of a restricted nature and those which are unrestricted

Pensions

Pension fund arrangements are available for employees who elect to participate and are made either through the Pension Trust or alternatively through any personal pension scheme chosen individually by the employee. All schemes are money purchase arrangements. Contributions are charged to the income and expenditure account as incurred

2 EXCESS OF INCOME OVER EXPENDITURE

Excess of income over expenditure for the year is stated after charging

	<u>2007</u>	<u>2006</u>
	£	£
Auditors' Remuneration for year (including VAT)	9,000	8,539
Depreciation	25,461	25,975

VOLUNTEER DEVELOPMENT SCOTLAND LIMITED
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2007 (cont)

3. GRANTS

	Unrestricted	Restricted	2007 Total	2006
ICT Development/Training Suite				75,000
POCSA		55,000	55,000	82,070
Central Registered Body	900,000		900,000	872,500
Other				313
Community Development Alliance				25,750
MV	171,453		171,453	178,318
VC Network grant		2,304,000	2,304,000	2,194,000
MV Network grant		736,000	736,000	736,000
Equal Project		13,398	13,398	
Scottish Executive Evaluation Grant				20,150
Scottish Centre for Regeneration		13,000	13,000	13,350
Scottish Executive – Russell Commission		311,660	311,660	8,409
Health Department grants		113,772	113,772	150,000
Section 9 Training				19,321
Big Lottery Funding		450,000	450,000	225,090
European Social Fund		7,413	7,413	41,030
N Ireland Dept for Social Development	26,313		26,313	57,000
SCVO				16,000
Scottish Natural Heritage				15,080
	<u>1,097,766</u>	<u>4,004,243</u>	<u>5,102,009</u>	<u>4,729,381</u>

4. RESOURCES EXPENDED

	Core	Health	CRBS	Projects	Governance	2007 Total	2006 Total
Costs directly allocated to activities							
Staff costs	511,645	155,008	643,720	277,222	45,917	1,633,512	1,305,337
Printing & publications	40,721		9,809	2,527		53,057	60,656
Library & subscriptions	4,831		6,661			11,492	15,795
Committee expenses	2,134	430	53	8,577		11,194	17,289
Youth development costs				530,783		530,783	140,500
Volunteer costs	12,391	22		229		12,642	14,057
Research & marketing	76,609			12,352		88,961	104,470
Seminars & conferences	19,318	478	6,893	46,114		72,803	41,677
Grants disbursed	10,000			3,040,000		3,050,000	2,837,625
Audit fees					9,000	9,000	8,539
Professional fees	37,648	6,758	21,015	144,032		209,453	299,092
Support costs allocated to activities							
Premises & general costs	131,513		121,379	6,239		259,131	232,415
Management costs			76,400	44,000		120,400	130,150
Secretarial costs	70,072		33,500			103,572	152,889
IT costs			25,000	9,500		34,500	55,200
Sponsorship	9,513					9,513	
Depreciation	12,050		13,411			25,461	25,975
Total resources expended	938,445	162,696	957,841	4,121,575	54,917	6,235,474	5,441,666

VOLUNTEER DEVELOPMENT SCOTLAND LIMITED
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2007 (cont)

5. STAFF COSTS	<u>2007</u> £	<u>2006</u> £
Salaries	1,510,754	1,334,901
Social Security Costs	152,794	119,616
Other Pension Costs	<u>106,332</u>	<u>94,916</u>
	<u>1,769,880</u>	<u>1,549,433</u>

One employee received emoluments of more than £60,000 during the year

The average number of employees during the year was 67 made up as follows

	<u>2007</u> £	<u>2006</u> £
Professional/Operational Staff (Full Time)	48	43
Professional/Operational Staff (Part Time)	12	10
Administration Staff (Full Time)	6	3
Administration (Part Time)	<u>1</u>	<u>1</u>
	<u>67</u>	<u>57</u>

NB Other than as detailed in note 12, directors are not remunerated Directors received reimbursement of expenses for attending meetings, amounting to a total of £1,646 (2006 £732)

6. TAXATION

The Company is accepted as a charity for taxation purposes It is considered that no liability to taxation will arise from the results for the year

7. TANGIBLE FIXED ASSETS

	Freehold Property	Leasehold Property	Computer, Furniture & Fixtures	Electronic Equipment	TOTAL
	£	£	£	£	£
Cost					
As at 31/3/06		199,978	48,714	40,670	289,362
Additions	7,891				7,891
Disposals					
As at 31/3/07	<u>7,891</u>	<u>199,978</u>	<u>48,714</u>	<u>40,670</u>	<u>297,253</u>
Depreciation					
As at 31/3/06		93,003	43,251	40,670	176,924
Charge for Year		19,998	5,463		25,461
Disposals					
As at 31/3/07	0	<u>113,001</u>	<u>48,714</u>	<u>40,670</u>	<u>202,385</u>
Net Book Value					
As at 31/03/07	<u>7,891</u>	<u>86,977</u>			<u>94,868</u>
Net Book Value					
At 31/3/06		<u>106,975</u>	<u>5,463</u>		<u>112,438</u>

VOLUNTEER DEVELOPMENT SCOTLAND LIMITED
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2007 (cont)

8. PREPAYMENTS AND ACCRUED INCOME

	<u>2007</u>	<u>2006</u>
	£	£
Prepayments	32,499	20,955
Accrued Income	<u>18,356</u>	<u>2,579</u>
	<u>50,855</u>	<u>23,534</u>

9. CREDITORS – Amounts due within one year

	<u>2007</u>	<u>2006</u>
	£	£
V D S Funds		
Trade creditors	52,522	109,340
Accrued Charges	15,859	102,215
Pension Fund Creditor	13,843	15,553
Subscriptions in Advance	11,258	7,865
Grants in Advance and Accrued Project Costs		324,191
Income in Advance	20,400	
Social Security Costs and Other Taxes	<u>46,623</u>	<u>41,527</u>
	<u>160,505</u>	<u>600,691</u>

VOLUNTEER DEVELOPMENT SCOTLAND LIMITED
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2007 (cont)

10. FUNDS

	Property Fund £	Designated Fund £	General Fund £	Restricted Fund £	Total Fund £
Balance at 1st April 2006	112,438	446,511	310,321	18,844	888,114
Net incoming/(outgoing) resources			33,522	(31,529)	1,993
Transfers between reserves	<u>(17,570)</u>		<u>4,885</u>	<u>12,685</u>	
Balance at 31st March 2007	<u>94,868</u>	<u>446,511</u>	<u>348,728</u>		<u>890,107</u>
Represented by:					
Tangible fixed assets	94,868				94,868
Current assets		446,511	509,233		955,744
Other current liabilities			<u>(160,505)</u>		<u>(160,505)</u>
	<u>94,868</u>	<u>446,511</u>	<u>348,728</u>		<u>890,107</u>

The Property Fund has been set up to assist in identifying those funds that are not free funds and it represents the net book value of tangible fixed assets

Designated Funds are unrestricted funds which the directors have set aside for particular purposes as outlined in the reserves policy on page 5

General Funds are those funds which the directors are free to use in accordance with the charitable objects

Restricted Funds are funds which have been given for particular purposes and projects

11. CAPITAL

The Company is limited by guarantee and has no share capital

12. PRESENTATION OF ACCOUNTS

The accounts have been adapted under Section 3(3) of Schedule 4 of the Companies Act 1985 to incorporate an income and expenditure account instead of a profit and loss account

13. CAPITAL COMMITMENTS

The company has committed to the purchase of a new property. The new property will be situated at The Barracks Building Stirling. The purchase cost of the new building has been agreed at £822,500 with refurbishment costs estimated at £943,656, giving a total estimated cost of £1,766,156. A loan of £1,186,156 will be taken out to finance this purchase.

VOLUNTEER DEVELOPMENT SCOTLAND LIMITED
INCOME AND EXPENDITURE ACCOUNT YEAR ENDED 31st MARCH 2007(detailed)

	<u>Notes</u>	<u>2007</u>	<u>2006</u>
		£	£
Grants – Scottish Executive		5,436,886	4,993,111
Grants – Other		7,413	225,090
Membership		20,116	24,904
Courses & Conferences		33,156	36,106
Fees		113,285	152,920
Publications		341	1,930
Other income		557,710	211,180
Interest received		<u>68,560</u>	<u>49,870</u>
TOTAL INCOME		<u>6,237,467</u>	<u>5,695,111</u>
STAFF			
Salaries	5	1,769,880	1,549,433
Travel		33,206	32,956
Conference and Training		23,523	16,898
Advert/Interview		57,385	27,029
Agency		<u>7,990</u>	<u>17,260</u>
		<u>1,891,984</u>	<u>1,643,576</u>
COMMITTEE			
Travel		11,002	7,671
Conference and Training		<u>192</u>	<u>9,618</u>
		11,194	<u>17,289</u>
GRANTS DISBURSED		<u>3,050,000</u>	<u>2,837,625</u>
VOLUNTEERS			
Training & Travel		<u>12,642</u>	<u>14,057</u>
RESEARCH			<u>25,001</u>
YOUTH DEVELOPMENT COSTS		530,783	140,500
PREMISES & EQUIPMENT			
Rent		48,748	47,230
Insurance		15,741	16,343
Electricity		18,624	11,345
Furniture & Equipment		54,917	36,254
Maintenance & Cleaning		<u>12,183</u>	<u>9,085</u>
		<u>150,213</u>	<u>120,257</u>
OPERATING COST			
Print & Stationery		30,946	35,354
Publications Costs		53,056	60,656
Postage		37,902	40,917
Library and Subscriptions		11,493	15,795
Telephone		20,410	18,767
Sundries		5,644	3,394
Hospitality		2,276	2,052
Meetings/Venues Costs		72,803	41,677
Audit		9,000	8,539
Leasing costs		11,740	11,674
Other Professional		209,453	299,092
Public Relations, Promotions and Marketing		88,961	79,469
Sponsorship		9,513	
Depreciation	7	<u>25,461</u>	<u>25,975</u>
		<u>588,658</u>	<u>643,361</u>
TOTAL EXPENDITURE		<u>6,235,474</u>	<u>5,441,666</u>