

Wes Hume

Charity Registration No. 1124273

Company Registration No. 06215893 (England and Wales)

SOUTH HAMS COMMUNITY & VOLUNTARY SERVICES
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021



SOUTH HAMS COMMUNITY & VOLUNTARY SERVICES

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

Mr David Trigger
Mr Timothy Peters
Mrs Penny Elghady
Mrs Susan Bladon

(Appointed 25 March
2021)

Mrs Tessa Blight

(Appointed 25 March
2021)

Secretary

Mrs Jill Davies

Charity number

1124273

Company number

06215893

Registered office

The Mansion
36 Fore Street
Totnes
Devon
TQ9 5RP

Independent examiner

Ms Louisa Sansum FCA
Darnells Chartered Accountants
30 Fore Street
Totnes
Devon
TQ9 5RP

SOUTH HAMS COMMUNITY & VOLUNTARY SERVICES

CONTENTS

| | Page |
|-----------------------------------|-------------|
| Trustees' report | 1 - 4 |
| Independent examiner's report | 5 |
| Statement of financial activities | 6 |
| Balance sheet | 7 |
| Notes to the financial statements | 8 - 19 |

SOUTH HAMS COMMUNITY & VOLUNTARY SERVICES

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2021

The Trustees present their report and accounts for the year ended 31 March 2021.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charity's Memorandum & Articles of Association dated 17 April 2007 and amended on 14 April 2008 and 12 July 2011, the Companies Act 2006 and the Statement of Recommended Practice for charities applying FRS 102.

Objectives and activities

The Charity's objects are to promote any charitable purposes for the benefit of the community principally but not exclusively in the local government district of South Hams and, in particular, the advancement of education, the protection of health and the relief of poverty, distress and sickness, and in furtherance of the said purposes, but not further or otherwise, to promote and organise co-operation in the achievement of the same and to that end to bring together Council representatives of the voluntary organisations and statutory authorities within the area of benefit.

To meet these objectives South Hams Community & Voluntary Services supports and represents the voluntary and community sector in the district of South Hams and acts as a point of contact with local government and other agencies. Assistance is available to all types of groups within the sector whether social or environmental, large or small, well established or just starting out. One of the main roles of the Charity is to provide these groups with advice and information to help them flourish. It publicises its activities to ensure its services are known in the community.

The Trustees have paid due regard to guidance issued by the Charity Commission on public benefit when reviewing the Charity's aims and objectives and in planning the future activities the Charity should undertake. The work flowing from our purposes supports the public through helping develop services and support in their communities and supporting individuals to enable them to volunteer. We receive qualitative feedback and quantitative data which evidences this.

Achievements and performance

The year has, of course, been dominated by the Covid-19 pandemic. Like community and voluntary groups across the district we have had to respond rapidly to the changing environment, helping groups find new ways of providing the support and help that people, especially the most vulnerable and isolated, needed. We helped over 50 voluntary groups to respond quickly to Covid-19, helping to implement home working, find funds, collaborate and respond to the very different needs in communities. Updating and supporting groups with understanding around the Covid-19 guidance as well as digital understanding was crucial at the beginning.

We put a lot of effort into helping groups to recruit and support volunteers who were desperately needed to provide the additional help people in our communities needed to cope with lockdowns and the resulting isolation, loneliness and impact on mental health.

We gave particular support to the new volunteer-led Covid Response Groups which quickly emerged across the district. We surveyed the voluntary and community sector in May 2020, and this revealed that 1,355 new volunteers were recruited by 21 Covid-19 groups which had been established in response to the pandemic. These volunteers responded to over 4,000 individuals' requests, often on multiple occasions.

Across the South Hams, we enabled 100 people to volunteer in 20 different communities. In addition, our Community Connector in Ivybridge signposted over 70 volunteers to help with the local Covid-19 response.

SOUTH HAMS COMMUNITY & VOLUNTARY SERVICES

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

We continued and developed our training programme and shifted it to online delivery. Over 185 different people from 85 different organisations, with over 250 attendances, joined our workshops. These varied from our normal programme, including risk assessment, wellbeing listening, introduction to mental health & suicide awareness and adapted to the changing needs of volunteers and groups. We also provided additional resources and guidance for new volunteers and newly established groups to help ensure safe and effective practice.

Supporting voluntary and community groups and social enterprises to start up, develop and improve is at the heart of our work. As well as the training and volunteer development described, we have continued to provide one-to-one advice and support for groups, provided specific support around funding, including through online funding workshops, and provided updated information, good practice videos and other resources on our own and the Devon Voluntary Action (DeVA) web sites. We were pleased to achieve funding from the National Lottery to support our Core work and this helped fund our one-to-one funding advice and newsletters, the latter reaching around 400 groups across the South Hams. The funding also enabled us to consult with not for profit groups in South Hams in January 2021 and this will inform our strategic plan going forward (see below). We were also pleased to have helped the TQ6 Partnership for the Dartmouth area, secure a 4 year National Lottery grant to build its community hub resources and its long-term future.

Providing opportunities to network and share experience is also a very important feature of our support to groups and we have maintained this online during the year, both as a key part of training workshops and as specific networking events. We have held eight meetings of the Caring Alliances in the Erme/Yealm and Kingsbridge areas and have provided regular information and updates to the 130 people on our Caring Alliance database.

In addition, we have held networking meetings for South Hams Social Prescribers and Community Connectors and a meeting of groups supporting Mental Health in Ivybridge. We launched a networking forum for Climate Action and Biodiversity groups in South Hams' towns and parishes, as well as a Digital Information network in association with Teignbridge CVS.

We have been making greater use of social media during the year, including regular posting on our Facebook pages which now have around 300 followers.

Our new social prescribing and community connector services were launched during the year and soon demonstrated the critically important role link workers and Connectors play in enabling people to access community support and activities and in developing new services where there is a need. Although the link workers only started work during the year and had to deal with the Covid-19 restrictions, which severely limited face-to-face interactions, more than 85 clients were supported. We expect this number to increase significantly during 2021 as the social prescribing programme gets fully embedded in the health and care system and more GPs understand its importance in achieving better outcomes for their patients. Link workers are not just signposting and helping people to access existing services; they have a proactive role too, working alongside other CVS staff and partners to help develop new services where they identify the need.

While responding to Covid has dominated our year, we have also maintained our core services providing: one to one development support for groups; networking opportunities; information; funding and governance advice; and a voice for the voluntary and community sector to engage with and influence the work of our public sector partners. The pressures and demands of Covid make these more important than ever. During 2021-2022 we will be focussing on the changing needs of communities and the groups, working to support them.

In early 2020 we reviewed and re-defined our strategic aims which in summary are now as follows:

1. Strengthening local community, voluntary and social enterprise (VCSE) organisations.
2. Promoting and supporting life-long volunteering.
3. Creating connections between individuals, organisations and communities.
4. Being the champion for the sector locally.

SOUTH HAMS COMMUNITY & VOLUNTARY SERVICES

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

These will guide our future development, be the basis for our new Strategic Plan and provide the framework for how we measure and demonstrate the impact we are having on groups and communities and the people they serve. We plan to further develop and finalise our Strategic Plan in 2021-2024, taking into account the experience and lessons learned through the past year.

Financial review

The Charity is primarily funded by an agreement with the South Hams District Council.

There was a surplus of income over expenditure of funds for the year of £43,368 (2020: deficit of £22,181). The surplus in 2021 with a deficit in 2020 arises from the timing of funds received. In particular £43,270 National Lottery funding was unspent at the year end.

The Charity's policy on reserves is to aim for a reserve fund equivalent to six months running costs plus the amount needed for redundancy payments. This figure will allow the Charity:

- a) To have an adequate provision for redundancy and other contractual obligations, and
- b) The necessary time to find alternative funding, or
- c) The necessary time to wind up the organisation.

At all times the Charity will hold enough reserves to cover the statutory redundancy costs and contractual obligations.

Structure, governance and management

The Charity is a company limited by guarantee (registered number 06215893) having no share capital. It is also a registered Charity (number 1124273). Under the provisions of Section 60 of the Companies Act 2006, the company is entitled to omit the word "Limited" from its name. It is governed by its Memorandum and Articles of Association dated 17 April 2007 and amended on 14 April 2008 and 12 July 2011, with its registered office being The Mansion, 36 Fore Street, Totnes, Devon, TQ9 5RP. Members of the Trustee Board are all Directors of the company. In the event of the company being wound up the liability of the members is limited to £10 each.

The Trustees, who are also the directors for the purpose of company law, and who served during the year and since the year end are:

| | |
|-------------------|-----------------------------|
| Mr David Trigger | |
| Mr Peter Smerdon | (Resigned 22 December 2020) |
| Mr Phillip Dredge | (Resigned 25 March 2021) |
| Mr Timothy Peters | |
| Mrs Penny Elghady | |
| Mrs Susan Bladon | (Appointed 25 March 2021) |
| Mrs Tessa Blight | (Appointed 25 March 2021) |

Recruitment and appointment of Trustees

The Trustees are appointed by approval of the members.

Organisational structure

The Board of Trustees administers the Charity and meets on a regular basis. A Chief Officer, Jill Davies, is appointed by the Trustees to manage the day to day operations.

Trustee induction and training

New Trustees are explained the nature of their role by the Chief Officer and the Chairperson. Other Trustees receive training for updates that arise.

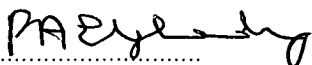
SOUTH HAMS COMMUNITY & VOLUNTARY SERVICES

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

Risk Management

The Trustees have assessed the major risks to which the Charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks. Reserve funds are being maintained should funding cease leading to the closure of the organisation as detailed in the Reserves policy note.

The report has been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.



.....
Mrs Penny Elghady

Trustee

Dated: 20/12/2021

SOUTH HAMS COMMUNITY & VOLUNTARY SERVICES

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF SOUTH HAMS COMMUNITY & VOLUNTARY SERVICES

I report to the Trustees on my examination of the financial statements of South Hams Community & Voluntary Services (the Charity) for the year ended 31 March 2021.

Responsibilities and basis of report

As the Trustees of the Charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the Charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the Charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the Charity as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.



Louisa Sansum FCA
Darnells Chartered Accountants
30 Fore Street
Totnes
TQ9 5RP

Dated: 22/12/2021

SOUTH HAMS COMMUNITY & VOLUNTARY SERVICES

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2021

| | | Unrestricted funds 2021 £ | Restricted funds 2021 £ | Total 2021 £ | Unrestricted funds 2020 £ | Restricted funds 2020 £ | Total 2020 £ |
|---|-------|------------------------------------|----------------------------------|--------------------|------------------------------------|----------------------------------|--------------------|
| | Notes | | | | | | |
| <u>Income and endowments from:</u> | | | | | | | |
| Donations and grants | 2 | 11,175 | 142,925 | 154,100 | 11,770 | 41,000 | 52,770 |
| Charitable activities | 3 | 65,073 | - | 65,073 | 5,830 | - | 5,830 |
| Investments | 4 | 120 | - | 120 | 414 | - | 414 |
| Other income | 5 | 1,850 | - | 1,850 | - | - | - |
| Total income | | 78,218 | 142,925 | 221,143 | 18,014 | 41,000 | 59,014 |
| <u>Expenditure on:</u> | | | | | | | |
| Charitable activities | 6 | 65,412 | 112,363 | 177,775 | 36,421 | 44,774 | 81,195 |
| Net income/(expenditure) for the year/ Net movement in funds | | 12,806 | 30,562 | 43,368 | (18,407) | (3,774) | (22,181) |
| Fund balances at 1 April 2020 | | 46,368 | 67,065 | 113,433 | 64,775 | 70,839 | 135,614 |
| Fund balances at 31 March 2021 | | 59,174 | 97,627 | 156,801 | 46,368 | 67,065 | 113,433 |

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

SOUTH HAMS COMMUNITY & VOLUNTARY SERVICES

BALANCE SHEET

AS AT 31 MARCH 2021

| | Notes | 2021 £ | £ | 2020 £ | £ |
|---|-------|-----------|---------|-----------|---------|
| Fixed assets | | | | | |
| Tangible assets | 10 | | 1,563 | | 901 |
| Current assets | | | | | |
| Debtors | 11 | 22,491 | | 41,358 | |
| Cash at bank and in hand | | 142,349 | | 86,076 | |
| | | 164,840 | | 127,434 | |
| Creditors: amounts falling due within one year | 12 | (9,602) | | (14,902) | |
| Net current assets | | | 155,238 | | 112,532 |
| Total assets less current liabilities | | | 156,801 | | 113,433 |
| Income funds | | | | | |
| Restricted funds | 13 | | 97,627 | | 67,065 |
| <u>Unrestricted funds</u> | | | | | |
| Designated funds | 14 | 50,000 | | 35,000 | |
| General unrestricted funds | | 9,174 | | 11,368 | |
| | | | 59,174 | | 46,368 |
| | | | 156,801 | | 113,433 |

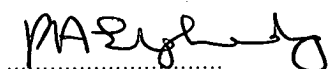
For the financial year ended 31 March 2021, the company was entitled to the exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The Trustees acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

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

The financial statements were approved by the Trustees on 20/12/2021



Mrs Penny Elghady
Trustee

Company Registration No. 06215893

SOUTH HAMS COMMUNITY & VOLUNTARY SERVICES

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

1 Accounting policies

Charity information

South Hams Community & Voluntary Services is a private company limited by guarantee incorporated in England and Wales. The registered office is The Mansion, 36 Fore Street, Totnes, Devon, TQ9 5RP.

1.1 Accounting convention

The financial statements have been prepared in accordance with the Charity's Memorandum & Articles of Association, 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 2019). The Charity is a Public Benefit Entity as defined by FRS 102.

The Charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the Charity.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

These financial statements are prepared on the going concern basis. The Trustees have a reasonable expectation that the Charity will continue in operational existence for the foreseeable future.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives unless they have been designated for other purposes.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Designated funds are unrestricted funds earmarked by the Trustees for particular purposes.

1.4 Income

Income is recognised when the Charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Income from donations and grants, is included in incoming resources when these are receivable, except as follows:

- when donors specify that donations and grants given to the Charity must be used in future accounting periods, then income is deferred until these periods; and
- when donors impose conditions which have to be fulfilled before the Charity becomes entitled to use such income, the income is deferred and not included in incoming resources until the pre-conditions for use have been met.

Interest receivable is included in investment income when it is receivable by the charitable company.

SOUTH HAMS COMMUNITY & VOLUNTARY SERVICES

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

(Continued)

1.5 Expenditure

Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the Charity to the expenditure. All expenditure is accounted for on the accruals basis and includes irrecoverable VAT. Expenditure is allocated to categories either on a direct or a usage basis.

Expenditure attributable to meeting the aims and objectives, including the support costs, is included in charitable activities.

Governance costs comprise all costs involving the public accountability of the Charity and its compliance with regulation and good practice. These costs include the costs related to the independent examination and legal fees.

Overhead costs incurred wholly or mainly in support of expenditure on the objects of the Charity or other trading activities and being an integral part of the costs of carrying out those activities, are separately analysed within Charitable Expenditure in the Statement of Financial Activities as appropriate.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

| | |
|--------------------------------|-------------------------------------|
| Fixtures, fittings & equipment | straight line basis over five years |
|--------------------------------|-------------------------------------|

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

1.7 Impairment of fixed assets

At each reporting end date, the Charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Financial instruments

The Charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Charity's balance sheet when the Charity becomes party to the contractual provisions of the instrument.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method.

SOUTH HAMS COMMUNITY & VOLUNTARY SERVICES

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

(Continued)

Derecognition of financial assets

Financial assets are derecognised only when the contractual rights to the cash flows from the assets expire or are settled or when the Charity transfers the financial assets and substantially all the risks and rewards of ownership to another entity.

Basic financial liabilities

Basic financial liabilities, including accruals and creditors are initially recognised at transaction price.

Derecognition of financial liabilities

Financial liabilities are derecognised when the Charity's contractual obligations expire or are discharged or cancelled.

1.10 Employee benefits

Termination benefits are recognised immediately as an expense when the Charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.11 Retirement benefits

The Charity operates a defined contributions pension scheme. Contributions are charged in the accounts as they become payable in accordance with the rules of the scheme.

1.12 Leasing

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against profits on a straight line basis over the period of the lease.

2 Donations and grants

| | Unrestricted funds | Restricted funds | Total | Unrestricted funds | Restricted funds | Total |
|----------------------------|-----------------------|---------------------|----------------|-----------------------|---------------------|---------------|
| | 2021 | 2021 | 2021 | 2020 | 2020 | 2020 |
| | £ | £ | £ | £ | £ | £ |
| Donations and gifts | 425 | - | 425 | 475 | - | 475 |
| Membership fees | 750 | - | 750 | 1,295 | - | 1,295 |
| Grants receivable (note 2) | 10,000 | 142,925 | 152,925 | 10,000 | 41,000 | 51,000 |
| | <u>11,175</u> | <u>142,925</u> | <u>154,100</u> | <u>11,770</u> | <u>41,000</u> | <u>52,770</u> |

SOUTH HAMS COMMUNITY & VOLUNTARY SERVICES

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

2 Donations and grants

(Continued)

| | Unrestricted funds | Restricted funds | Total | Unrestricted funds | Restricted funds | Total |
|--|-----------------------|---------------------|----------------|-----------------------|---------------------|---------------|
| | 2021 £ | 2021 £ | 2021 £ | 2020 £ | 2020 £ | 2020 £ |
| Grants receivable for core activities | | | | | | |
| South Hams District Council core funding | 10,000 | - | 10,000 | 10,000 | - | 10,000 |
| Devon Voluntary Action - STP Covid-19 | - | 11,000 | 11,000 | - | - | - |
| National Lottery - SHCVS Covid-19 | - | 28,225 | 28,225 | - | - | - |
| National Lottery - TCP Covid-19 | - | 19,689 | 19,689 | - | - | - |
| National Lottery - TQ6 Community Hub | - | 57,011 | 57,011 | - | - | - |
| NHS Devon CCG - Community Wellbeing & Health | - | 12,000 | 12,000 | - | - | - |
| NHS - Rural Community Building | - | - | - | - | 41,000 | 41,000 |
| Devon County Council - Community Wellbeing & Health | - | 13,000 | 13,000 | - | - | - |
| Ivybridge Town Council - Ivybridge Community Connector | - | 2,000 | 2,000 | - | - | - |
| | <u>10,000</u> | <u>142,925</u> | <u>152,925</u> | <u>10,000</u> | <u>41,000</u> | <u>51,000</u> |

3 Charitable activities

| | 2021 £ | 2020 £ |
|-----------------------------|---------------|--------------|
| Project work and management | 65,001 | 5,570 |
| Sundry income | 72 | 260 |
| | <u>65,073</u> | <u>5,830</u> |

SOUTH HAMS COMMUNITY & VOLUNTARY SERVICES

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

4 Investments

| | Unrestricted funds | Unrestricted funds |
|---------------------|-------------------------------|-------------------------------|
| | 2021 £ | 2020 £ |
| Interest receivable | 120 | 414 |
| | <u> </u> | <u> </u> |

5 Other income

| | Unrestricted funds | Total |
|--|-------------------------------|-------------------|
| | 2021 £ | 2020 £ |
| Coronavirus Job Retention Scheme grant | 1,850 | - |
| | <u> </u> | <u> </u> |

SOUTH HAMS COMMUNITY & VOLUNTARY SERVICES

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

6 Expenditure on charitable activities: Support and representation of the voluntary and community sector

| | 2021 £ | 2020 £ |
|--|----------------|---------------|
| Staff costs | 103,521 | 56,979 |
| Depreciation and impairment | 511 | 347 |
| Resources | 62,682 | 14,314 |
| Staff recruitment and training | 1,758 | 1,110 |
| Advertising, printing and publicity | 394 | 490 |
| Travel and meeting expenses | 389 | 3,450 |
| Venue cost, speakers and trainers | 2,715 | 1,326 |
| | <u>171,970</u> | <u>78,016</u> |
| Share of support costs (see note 7) | 4,065 | 1,455 |
| Share of governance costs (see note 7) | 1,740 | 1,724 |
| | <u>177,775</u> | <u>81,195</u> |
| Analysis by fund | | |
| Unrestricted funds | 65,412 | 36,421 |
| Restricted funds | 112,363 | 44,774 |
| | <u>177,775</u> | <u>81,195</u> |

SOUTH HAMS COMMUNITY & VOLUNTARY SERVICES

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

7 Support costs

| | Support costs £ | Governance costs £ | 2021 £ | Support costs £ | Governance costs £ | 2020 £ |
|--|--------------------|-----------------------|--------------|--------------------|-----------------------|--------------|
| Insurance | 268 | - | 268 | 302 | - | 302 |
| Telephone and internet access | 1,599 | - | 1,599 | 53 | - | 53 |
| Office expenses, stationery and photocopying | 197 | - | 197 | 245 | - | 245 |
| Subscriptions and donations | 347 | - | 347 | - | - | - |
| Computer costs | 1,471 | - | 1,471 | 400 | - | 400 |
| Sundry costs | 183 | - | 183 | 260 | - | 260 |
| Bad debts | - | - | - | 195 | - | 195 |
| Independent examiners fees - external scrutiny | - | 1,290 | 1,290 | - | 1,290 | 1,290 |
| Independent examiners fees - other services | - | 450 | 450 | - | 434 | 434 |
| | <u>4,065</u> | <u>1,740</u> | <u>5,805</u> | <u>1,455</u> | <u>1,724</u> | <u>3,179</u> |
| Analysed between Charitable activities | <u>4,065</u> | <u>1,740</u> | <u>5,805</u> | <u>1,455</u> | <u>1,724</u> | <u>3,179</u> |

Governance payments include payments to the Independent Examiner for external scrutiny of £1,290 (2020: £1,290) and for other services of £450 (2020: £434).

8 Trustees

None of the Trustees (or any persons connected with them) received any remuneration during the year (2020: £nil). None of the Trustees were reimbursed expenses in the year (2020: £nil).

SOUTH HAMS COMMUNITY & VOLUNTARY SERVICES

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

9 Employees

| Employment costs | 2021 £ | 2020 £ |
|---|----------------|---------------|
| Wages and salaries | 100,678 | 55,257 |
| Other pension costs - defined contribution pension scheme | 2,843 | 1,722 |
| | <u>103,521</u> | <u>56,979</u> |

Ten part time persons were employed by the Charity during the year (2020: Six part time persons).

There were no employees whose annual remuneration was £60,000 or more (2020: nil).

The Charity provides employees the opportunity to participate in a defined contribution pension scheme and contributes 5% of participants salaries.

10 Tangible fixed assets

| | Fixtures, fittings & equipment £ |
|------------------------------------|-------------------------------------|
| Cost | |
| At 1 April 2020 | 7,132 |
| Additions | 1,173 |
| At 31 March 2021 | <u>8,305</u> |
| Depreciation and impairment | |
| At 1 April 2020 | 6,231 |
| Depreciation charged in the year | 511 |
| At 31 March 2021 | <u>6,742</u> |
| Carrying amount | |
| At 31 March 2021 | <u>1,563</u> |
| At 31 March 2020 | <u>901</u> |

SOUTH HAMS COMMUNITY & VOLUNTARY SERVICES

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

11 Debtors

| | 2021 | 2020 |
|---|---------------|---------------|
| | £ | £ |
| Amounts falling due within one year: | | |
| Trade debtors | 19,135 | 41,337 |
| Other debtors | 2,502 | - |
| Prepayments and accrued income | 854 | 21 |
| | <u>22,491</u> | <u>41,358</u> |

12 Creditors: amounts falling due within one year

| | 2021 | 2020 |
|------------------------------------|--------------|---------------|
| | £ | £ |
| Other taxation and social security | 792 | 504 |
| Trade creditors | 5,270 | 12,862 |
| Accruals and deferred income | 3,540 | 1,536 |
| | <u>9,602</u> | <u>14,902</u> |

SOUTH HAMS COMMUNITY & VOLUNTARY SERVICES

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

13 Restricted funds

The restricted income funds of the charity arising through its activities are as follows:

| | Balance at 1 April 2019 £ | Income £ | Expenditure £ | Balance at 1 April 2020 £ | Movement in funds | | Balance at 31 March 2021 £ |
|-------------------------------------|---------------------------------|---------------|------------------|---------------------------------|-------------------|------------------|----------------------------------|
| | | | | | Income £ | Expenditure £ | |
| Ivybridge Community Connector | 24,073 | - | (8,604) | 15,469 | 15,000 | (10,220) | 20,249 |
| Community Wellbeing & Health | 33,000 | - | (11,584) | 21,416 | 12,000 | (8,645) | 24,771 |
| CVS Alliances | 10,301 | - | (10,301) | - | - | - | - |
| Volunteering Support | 3,465 | - | (3,465) | - | - | - | - |
| Rural Community Building | - | 41,000 | (10,820) | 30,180 | 11,000 | (31,843) | 9,337 |
| SHCVS Covid 19 | - | - | - | - | 28,225 | (7,238) | 20,987 |
| TQ6 Community Hub | - | - | - | - | 76,700 | (54,417) | 22,283 |
| | <u>70,839</u> | <u>41,000</u> | <u>(44,774)</u> | <u>67,065</u> | <u>142,925</u> | <u>(112,363)</u> | <u>97,627</u> |

Ivybridge Community Connector (formerly Ivybridge Social Prescriber) is a project connecting individuals with local communities and activities.

Community Wellbeing & Health is for the purpose of connecting communities and supporting the prevention agenda in the Western Locality of the South Hams.

CVS Alliances provided health and wellbeing support for communities in Ivybridge, Kingsbridge and surrounding areas.

Volunteering Support was for the purpose of supporting youth volunteering in the Ivybridge area.

Rural Community Building is to help develop sustainable community responses to support wellbeing in the Western locality of South Hams & West Devon supporting community development, social prescribing and healthy communities.

SHCVS Covid 19 represents National Lottery funding to support South Hams Community & Voluntary Services and the local sector to be resilient through and going forward from the Covid 19 pandemic.

TQ6 Community Hub is for the purpose of developing partnership work in Dartmouth and surrounding areas to support the most vulnerable in the community.

SOUTH HAMS COMMUNITY & VOLUNTARY SERVICES

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

14 Unrestricted funds

The unrestricted income funds of the Charity arising through its activities are as follows:

| | Balance at 1 April 2019 | Income | Expenditure | Transfers | Balance at 1 April 2020 | Income | Expenditure | Transfers | Balance at 31 March 2021 |
|----------------------------|----------------------------|---------------|-----------------|-----------|----------------------------|---------------|-----------------|-----------|-----------------------------|
| | £ | £ | £ | £ | £ | £ | £ | £ | £ |
| Designated reserve fund | 25,000 | - | - | 10,000 | 35,000 | - | - | 15,000 | 50,000 |
| General unrestricted funds | 39,775 | 18,014 | (36,421) | (10,000) | 11,368 | 78,218 | (65,412) | (15,000) | 9,174 |
| | <u>64,775</u> | <u>18,014</u> | <u>(36,421)</u> | <u>-</u> | <u>46,368</u> | <u>78,218</u> | <u>(65,412)</u> | <u>-</u> | <u>59,174</u> |

The purpose of the designated fund is set out in the Trustees' Report.

A transfer of £15,000 (2020: £10,000) from unrestricted reserve funds to designated reserve funds was made in the year following a reassessment of statutory redundancy costs and contractual obligations should the Charity cease.

SOUTH HAMS COMMUNITY & VOLUNTARY SERVICES

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

15 Analysis of net assets between funds

| | Unrestricted funds 2021 £ | Restricted funds 2021 £ | Total 2021 £ | Unrestricted funds 2020 £ | Restricted funds 2020 £ | Total 2020 £ |
|--|------------------------------------|----------------------------------|--------------------|------------------------------------|----------------------------------|--------------------|
| Fund balances at 31 March 2021 are represented by: | | | | | | |
| Tangible assets | 1,563 | - | 1,563 | 901 | - | 901 |
| Current assets/ (liabilities) | 57,611 | 97,627 | 155,238 | 45,467 | 67,065 | 112,532 |
| | <u>59,174</u> | <u>97,627</u> | <u>156,801</u> | <u>46,368</u> | <u>67,065</u> | <u>113,433</u> |

16 Legal status of the Charity

The Charity is a company limited by guarantee having no share capital. In the event of a winding up each member agrees to contribute a sum not exceeding £10.

17 Related party transactions

There were no disclosable related party transactions during the year (2020 - none).