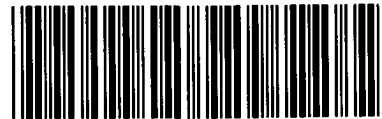


REGISTERED COMPANY NUMBER: SC396186 (Scotland)
REGISTERED CHARITY NUMBER: SC004057

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED
31 MARCH 2020
FOR**

ARRAN COMMUNITY AND VOLUNTARY SERVICE

TUESDAY



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SCT

22/12/2020

#278

COMPANIES HOUSE

Cornerstone Accountants
90 Mitchell Street
Glasgow
Lanarkshire
G1 3NQ

ARRAN COMMUNITY AND VOLUNTARY SERVICE

**CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020**

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ARRAN COMMUNITY AND VOLUNTARY SERVICE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2020

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2020. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) FRS102 'Accounting and Reporting by Charities' (revised in 2015).

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number
SC396186 (Scotland)

Registered Charity number
SC004057

Registered office
Park Terrace
Lamlash
Isle of Arran
KA27 8NB

Trustees

Rev E Watson
W Calderwood
I Kirkwood
J S Lees
D Napier
M M Currie
J Nichols

Chairperson
Director
Director
Vice - Chairman
Director
Director
Director

Independent examiner
Cornerstone Accountants
90 Mitchell Street
Glasgow
Lanarkshire
G1 3NQ

Bankers

Royal Bank of Scotland
Shore Road
Brodict
Isle of Arran
KA27 8AP

Solicitors

Burness
50 Lothian Road
Festival Square
Edinburgh
EH3 9WJ

INCORPORATION AND COMMENCEMENT OF ACTIVITIES

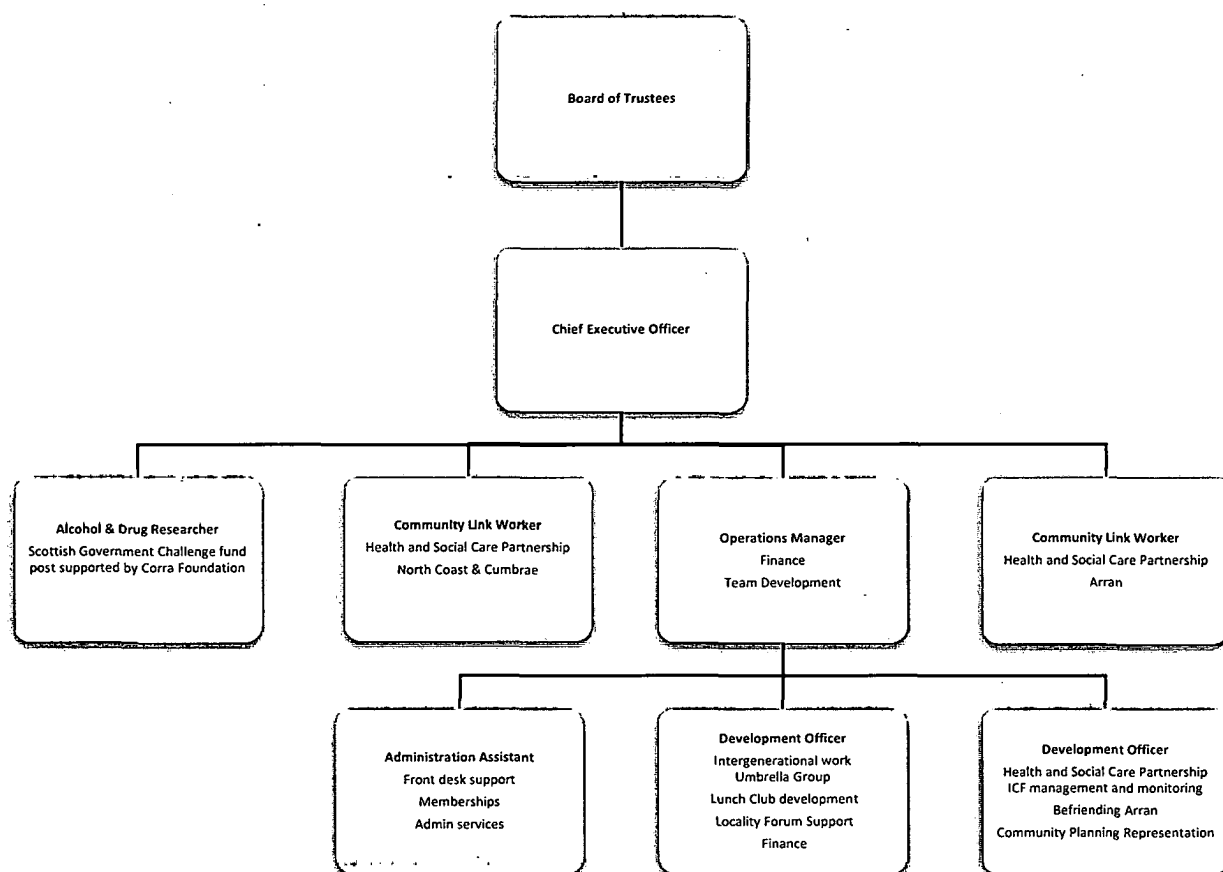
The charity was incorporated on 23 March 2011 and commenced activities on 1 April 2011.

ARRAN COMMUNITY AND VOLUNTARY SERVICE

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2020

STRUCTURE, GOVERNANCE AND MANAGEMENT



Governing document

The charity is controlled by its governing document, its Memorandum and Articles of Association, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Recruitment and appointment of new trustees

Charity Trustees are recruited as Volunteer Directors, consisting of up to 15 members, on an annual basis. They are representatives of Voluntary organisations and other bodies concerned with social welfare on the Isle of Arran each having specialist knowledge or experience of the work of the CVS. During this period 2 of our trustees retired, new appointments will be sought.

ARRAN COMMUNITY AND VOLUNTARY SERVICE

REPORT OF THE TRUSTEES - CONTINUED FOR THE YEAR ENDED 31 MARCH 2020

STRUCTURE, GOVERNANCE AND MANAGEMENT

Risk management

The trustees have reviewed the risks to which the charity is exposed and have established systems and procedures to manage those risks. Key risk identified is reliance on the Scottish Government grant for continued delivery of services. Unfunded projects continue to utilise some staff time and do not generate any income, these require regular reviews. The trustees reviewed reserves and agreed to bring these into line with recognised demands.

Based on a number of risk factors it was agreed that reserves should be increased to reflect three full months of operating costs. These risks include the continued reliance on Scottish Government funding, the split of which is agreed with a partner organisation, and on Health and Social Care Partnership funding which continues to be agreed on an annual basis. The HSCP funding for contracts of employees within the organisation and carrying out additional TSI capacity could be viewed as interdependent on the continuation of Scottish Government funding and vice versa.

ARRAN COMMUNITY AND VOLUNTARY SERVICE

REPORT OF THE TRUSTEES - CONTINUED FOR THE YEAR ENDED 31 MARCH 2020

OBJECTIVES AND ACTIVITIES

Objectives and aims

The charitable objects of Arran Community and Voluntary Service (Arran CVS) are as follows:

- to promote any charitable purposes for the benefit of the inhabitants of the Isle of Arran, and in particular, the advancement of education, the furtherance of health and the relief of poverty, distress and sickness.
- to promote and organise co-operation in the achievement of the above purposes and to that end, bring together in council representatives of the voluntary organisations with statutory authorities engaged in the furtherance of the above purposes within the Isle of Arran.
- to do all other things as will properly attain the above purposes.

As a partners in the Third Sector Interface:

The charity works in partnership with The Ayrshire Community Trust (TACT) to form one of 32 interfaces spread geographically throughout Scotland commonly known as the TSI Network. As a partnership TSI North Ayrshire report directly to the Third Sector Unit on a bi-annual basis. Arran CVS is also affiliated to the Scottish Council for Voluntary Organisations (SCVO).

Our vision is of improved quality of life for the people and community of North Ayrshire and Arran by building a strong, effective, and sustainable Third Sector.

A review of the TSI remit was conducted in 2017. In collaboration with Evaluation Support Scotland, the Scottish Government and the TSI network an outcome framework was agreed defining the functions of the interface funded by the Third Sector Unit. These are as follow:

- **To be a central source of knowledge about;** Third Sector locally; Local and national policy and how it might affect local TS, communities and citizen: How Third sector can contribute to those agendas dependent upon local context (needs, other providers etc.)
- **Voice;** Ensuring a strong third sector voice at a strategic level within local planning structures and nationally
- **Build capacity;** Developing the capacity of volunteering, community groups, voluntary organisations and social enterprise to achieve positive change
- **Connect;** Providing leadership, vision, and coordination to the local third sector to better respond to local priorities, including through partnership and collaboration

ARRAN COMMUNITY AND VOLUNTARY SERVICE

REPORT OF THE TRUSTEES - CONTINUED FOR THE YEAR ENDED 31 MARCH 2020

During the financial year the charity has:

Appointed an Alcohol and Drug Researcher

- Based on needs reflected in discussions with local health and social care teams and in collaboration with the North Ayrshire Alcohol and Drug Partnership we sought funding from the Scottish Government Challenge Fund to support the Arran Alcohol and Drugs Study. This allowed us to appoint a researcher for one year to work with a local steering group in order to scope need and services available to people on Arran. The researcher has been working with people who have lived experience of addiction, their families and professionals including drug and alcohol service to gather information on the following 3 outcomes;
 1. Exploring the experiences of alcohol and drug use on Arran
 2. An improved understanding of communication and information sharing
 3. An improved understanding of the current model

Delivered intergenerational projects

- Development continued on the consolidation of intergenerational work and existing support groups, with the addition to Arran Acorn's project of Lamlash Early year's children and Arran High School students visiting McKelvie Road lunch club participants for a variety of activities. The existing work in Brodick continued with residents of Glen Estate Sheltered Housing benefiting from fun and sociable activities with the very young from Brodick Early years centre. In addition, there were 3 themed events throughout the year Halloween, Christmas, and a Burns day.

Increased Lunch Club Capacity

- Lunch Club capacity expanded to McKelvie Road Sheltered Housing Lunch Club successfully established April 2019. 4 new volunteers were recruited, 14 volunteers have supported this throughout the year and over 550 meals were served. A Christmas day celebration was arranged with free transport, food and gifts donated from local businesses, this brought island people together who would otherwise have been alone on Christmas day.

Distributed grant funding

- Corporate Grants, as custodians of Arran's share of the Community Development Grant Scheme, £3,000 was distributed to 7 different local groups.

Provided networking opportunities

- Hosting of successful quarterly Community of Arran Network meetings continued to provide support, networking and information to local groups and organisations, including discussions on – Community Wealth Building, Community Benefits, development of a resource register, funding sources and training. Some of the speakers attending included Big Lottery, North Ayrshire Council, Just Enterprise, Ashleigh Construction and Hub South West.

Supported Health and Social Care outcomes

- (Arran CVS) employ a Community Link Worker on Arran (CLW) and one who covers Largs and the island of Cumbrae. The Arran Community Link Worker works closely with Arran Medical Group to offer a weight management programme, smoking cessation and signposting solutions to any non-medical issues they may be facing. Often the pathways are to third sector organisations who can better support their need and remove the need for medical intervention. This year the Arran CLW supported 672 appointments, of these 31 were new Weigh To Go clients, 35 were new smoking cessation clients, the quit rate, has shown year on year increase, being 35% in 2019 and 32% in 2018. Within the appointments she also carried out 32 alcohol and drug brief interventions.

ARRAN COMMUNITY AND VOLUNTARY SERVICE

REPORT OF THE TRUSTEES - CONTINUED FOR THE YEAR ENDED 31 MARCH 2020

- The Largs and Cumbrae CLW supported 713 social prescribing appointments via the GP practices in both locations. Within the community they worked closely with both foodbanks in Largs and Millport, being sole distributor of food bank vouchers in Millport. Foodbanks in Largs and Ardrossan also run a clothing bank and the CLW is the main contact for clothing distribution to families in need. The CLW provided Support for a new service, the Living Room in Largs, who run a range of support groups: Bereavement, Mental Health, Men Behaving Dadly, Digital Awareness for Parents and those affected by Dementia. Supported Largs service for the Recovery College. Ran a 'Keeping Largs Warm' event, where the community could drop off warm winter clothing. Facilitated the delivery of Christmas gifts to children & food parcels, coordinated with health visitors in Largs and Children's First. Established a free mental health support group the benefits of which were highlighted within the North Ayrshire Health and Social Care Partnership (HSCP) Annual performance report.
- Thinking Different, Doing Better was a project being run by the Health and Social Care Partnership. It was introduced by the Director following his trip to a similar experience in Wigan. The aim was to inform and engage people, HSCP staff, third and independent sector and community, about integration. A building in West Road Irvine was secured for the walk through experience and the third sector was given a room to create a reflection of the work that takes place across the sector. The emerging theme was around the vastness and diversity of the sector. The room then leads into a community area where there were individual stories about people, their experiences and the organisations that helped them. Arran CVS as part of the TSI was involved in encouraging organisations to come forward to support the development and in the planning and set up of the room.
- Befriending Arran continues to support those at risk of social isolation and loneliness which is a specific priority of the Arran Locality Partnership. One of the team completed train the trainer Befriender training which has reduced our costs and enables training to be delivered directly in-house. 29 Befrienders have now been trained 4 of these in 2019-20. The majority of matches have proved successful and befriendees have benefited from more community activity. At the outset of the Covid pandemic all volunteers and befriendees moved to telephone contact to safeguard participants, this was co-ordinated by the development officer and friendly notelets were written to all involved about how the service would proceed. A funding application was submitted to the Bank of Scotland Foundation REACH program to specifically support a befriending Arran co-ordinator.
- Continued to administer funds on behalf of HSCP including support for applications to Green Health Participatory Budgeting.

Taken the lead on working towards Dementia Friendly Arran

- Following participation in the Arran Dementia Champions group led by an OT and social services, and due to diminishing capacity, Arran CVS took on lead and formed a steering group to drive the project forward. Arran CVS staff became fully Dementia Friendly trained and arranged training for others on Arran. With National Brain Health and Playlist for Life we organised and promoted a dementia event in Brodick hosting a stall to promote our work. Following attendance at a national Dementia conference an application was lodged with Life Changes Trust to create a post which would support the steering group in developing a Dementia Friendly Community, working with those who have lived experience to investigate inclusion and needs which would support people to stay more active in their community for longer. This role also includes awareness raising and training with businesses and organisations.

Provided platforms for community engagement

- Prior to the elections Arran CVS organised and hosted a Hustings (as a non-political organisation) inviting the four local candidates to attend a public questions and answers event, it was extremely well attended, over 60 people and the only one held in North Ayrshire.

ARRAN COMMUNITY AND VOLUNTARY SERVICE

REPORT OF THE TRUSTEES - CONTINUED FOR THE YEAR ENDED 31 MARCH 2020

- In May 2019 we supported facilitation at tables for a North Ayrshire Council and community discussion on use of Community spaces and local budget.
- Following reduction in service hours on transport utilised by the most vulnerable in our community we Gathered data on the MyBus service and sent a letter to SPT and local government encouraging them to reconsider the amendments.
- Arran CVS continue to be representative at regular Arran Elderly Forum meetings.
- Our development officer facilitated focus groups on behalf of Scottish Parliament to gather views on the Out of Hours child care consultation, information was collated and fed back to the inquiry committee.
- We are part of a pilot merger between the Arran Locality Partnership, which is our local community planning group and the HSCP Arran Locality forum, of which our CEO was appointed chair as a member of the Integration Joint Board. The purpose of both groups is to address island priorities although the latter is focussed on health and social care matters both groups had several overlapping priorities and similar membership. The merger has been successful to date, the CEO is senior lead officer and the TSI also hold an additional position as a member.
- Arran CVS facilitated conversations around recovery of the Citizens Advice Service in North Ayrshire & Arran, this has now been developed as a telephone service.
- Development officer presentation to local Parkinson's group on Befriending Arran and other work of Arran CVS.
- Presented the TSI business plan in partnership with TACT to the NAC Senior Officers Group.
- Participated in meetings with and presented the TSI and Arran CVS business plan and slides about our work to the Arran Economic Group.
- Hosted a stall in the UHI College for careers day to promote volunteering and Saltire.
- Promoted and participated in Arran Transport & Travel Event, a collaborative where the opinions on community transport were gathered from all who attended. The information will be used to shape travel and transport on Arran.

Supported capacity building

- We provided governance support in various forms, including in-depth SCIO applications and detailed constitution work, to 4 local organisations.
- Delivered training to local groups and organisations on the following:
 - Volunteer Management
 - Adult Support & Protection
 - Social Media Workshop
 - Adult Support and Protection
 - Bookkeeping Session

ARRAN COMMUNITY AND VOLUNTARY SERVICE

REPORT OF THE TRUSTEES - CONTINUED FOR THE YEAR ENDED 31 MARCH 2020

- Arran CVS is registered as an intermediary body for Protection of Vulnerable Groups this helps support groups in the registration of volunteers. 6 applications were processed this year.
- As part of the #kindArran19 reverse advent foodbank campaign we supported the continuation of the campaign on behalf of Arran Foodbank, this year we directed the collection and distribution to their premises, enabling them to run it themselves in 2020. Local businesses continue to support the campaign.
- CEO met with third sector Chief Officers Group on 3 occasions to discuss the Community Wealth Building agenda for third sector (These were led by the TACT CEO in their Economic Development lead capacity)
- Saltire Awards were promoted in the High School, 32 certificates issued in the year to March 2020.
- Actively prompted Volunteers Week - created volunteer profiles and shared on social media along with feature in local paper.

ARRAN COMMUNITY AND VOLUNTARY SERVICE

REPORT OF THE TRUSTEES - CONTINUED FOR THE YEAR ENDED 31 MARCH 2020

Worked in partnership:

- As TSI North Ayrshire lead officer for Health and Social Care and Children's Services our CEO is co-chair and chair respectively each of the provider's forums. Both forums are quarterly. The forums provide information, opportunity for networking and also discussion around any aspect which may affect or enhance the support a service is providing. During these meetings the challenges of workforce planning arose, a decision was taken to carry out a workforce mapping exercise across health and care providers in North Ayrshire. We took this work forward and provided a workforce statement which was presented to our strategic partners at the Integration Joint Board (IJB). There will be consideration of this and inclusion within the new workforce plan currently being developed. There was also intention to form a workforce reference group, however Covid impact has postponed this development.
- Our CEO continued to attend monthly IJB meeting, quarterly Adult Protection Committee, Strategic Planning Group, Community Planning Partnership Board and many other discussions providing representation and liaison with third sector providers in North Ayrshire.
- Arran CVS signed up to a voluntary arrangement that nurtures a collegiate network known as Ready4Ayrshire. It is for mutual benefit of the pan Ayrshire TSIs and includes Voluntary Action South Ayrshire, Volunteer Centre East Ayrshire and the Ayrshire Community Trust. The objectives include sharing good practice and resources, identifying collaborative opportunities, working towards a Pan-Ayrshire approach in building capacity for social enterprises to accelerate the development of good practice and social innovation. All staff took part in a Pan Ayrshire TSI collaborative staff event – skill sharing, team building, and developing new connections. The first collective Ayrshire Third Sector conference took place in 2019 with opening remarks from Aileen Campbell, Scottish Government and input on Community Wealth Building from Joe Cullinane, Council Leader.
- Participated in the panel for the North Ayrshire Health and Social Care Partnership Awards 2019. Our Community Link worker in North Coast and Cumbrae also won the Community Superhero award at the event.
- As part of What Matters to You, an HSCP engagement, Arran CVS distributed and collected over 100 responses from Community Groups on Arran.
- Achieved Scotland Living Wage accreditation.

Covid response to end March 2020 (prior to community hub development):

- Worked closely with local emergency, health services and local authority as part of the Arran Resilience Team
- Advertised and recruited an extensive bank of volunteers Island wide
- Mobilised volunteers as required for support of urgent requests
- Collated details weekly of local business opening hours/service offered and disseminated throughout community
- Distributed hearing aid batteries via post or hand delivery, this was a service previously available by collection
- Worked with the foodbank to ensure those most vulnerable had food delivered if required

**ARRAN COMMUNITY AND VOLUNTARY SERVICE
REPORT OF THE TRUSTEES - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2020**

FINANCIAL REVIEW

Reserves policy

The policy of the Board of Directors was to aim to have reserves of at least three months operating expenditure. This is because the Service is dependent in the main on Core Grant Funding received from the Scottish Government.

Three months' operating costs are set as the target minimum balance, to allow for delays in receiving the quarterly grant from the Scottish Government, the amount of which is agreed annually in advance.

In the financial period ending 31 March 2020 the charity held unrestricted reserves of £107,530. In addition to this, the charity also has an endowment fund of £1,000. This represents the capital held in the Robert Jamieson Bequest Fund. The interest of £274 held in this fund is unrestricted and available for use by the charity.

Principal funding sources

Our core funding for the financial year 2019/20 was £69,117. Our budget is carefully planned according to previous year's income and anticipated costs, allowing for a contingency element to be carried forward.

FUTURE DEVELOPMENTS

Positive relations with North Ayrshire Health and Social Care Partnership has led Arran CVS to continue employment of a Community Link Worker for Arran and support another post in North Ayrshire. The Community Link Workers have good contacts within the local medical practices and community groups to support people with non-medical needs.

As TSI lead officer we work closely with Children's Services at North Ayrshire HSCP to facilitate a Children's Services provider's forum. Through this collaboration we have placed 3 representatives from different organisations on various relevant sub groups across the partnership to represent the sector. The forum is used as a point for sharing and gathering information for this representation. There has been increased involvement of others, and a new working group is currently being set up to provide third sector input to the Children's Services Plan for North Ayrshire.

Arran CVS provide representation at Community Planning Partnership and HSCP Locality Forums. Working groups have been set up around priorities and discussions have taken place around a merge of both groups to reduce duplication and provide more effective working. The lead officer and TSI representative will be supporting this work and continue to provide updates and input to the Strategic Planning group.

Following collaboration with North Ayrshire Alcohol and Drug partnership and receipt of funds from the Scottish Government Challenge fund £34,692 Arran CVS appointed an alcohol and drug researcher to investigate a new support model for the Island. A local steering group of professionals, organisation leads and engagement with people with lived experience have provided direction for the work. Despite early Covid interruption which affected data gathering ability a report is under preparation and will be submitted to the Corra Foundation in July 2020.

An application for a dedicated Dementia Friendly Arran development worker (part time) has been submitted. If successful they will work closely with those who have lived experience to raise awareness, promote community inclusion and encourage Dementia Friendly training with organisations and businesses, the end result being that Arran will be a Community Working Toward becoming Dementia Friendly. If Covid presents engagement issues it is anticipated that we may postpone the start date of the project.

**ARRAN COMMUNITY AND VOLUNTARY SERVICE
REPORT OF THE TRUSTEES - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2020**

FUNDS HELD AS AGENT

Arran CVS, as part of the 'Third Sector Interface', were custodians of restricted Integrated Care Funding distributed by NHS Ayrshire and Arran these funds were for innovative ideas that will enable the Health & Social Care Partnership to meet the needs and priorities outlined in the Strategic Plan. The focus was on prevention, early intervention and care and support for adults with complex and multiple conditions. The funds were administered by Arran CVS and passed on to external agencies and organisations in the third and independent sector. ICF funding source is now depleted however the partnership continue to fund on activities detailed on via the residual balance detailed below.

In this financial year, in addition to the core work, Arran CVS were recipients of £165,167 of funding via the North Ayrshire Health and Social Care Partnership (NAHSCP), for work in the third and independent sector pertaining to adult and older people's health and social care integration. In addition, Arran CVS acted as custodians for residual monies from the NAHSCP Integrated Care Fund including and additionally an underspend in partnership enabler funding, the total carry forward of this restricted fund was £44,333 at 31 March 2020. The partnership intends to continue to provide funds for one development officer post, TSI. Capacity funding and two community link worker, now mainstreamed.

A £27,000 reduction in funding for the 2nd development officer post was made due to budget pressure, it was agreed that the post continue to be funded for one year via the residual funds.

A saving was created by a vacant development worker post saved £16,500 which was retained in the residual funding.

A further predicted drawdown of £7,500 for activities in 19/20 brings remaining balance for allocation by the partnership in to 2020/21 as £26,637.

The respective Boards had undertaken a review of the local distribution of funds amongst the 2 Interface partners. This was embodied in a formal Partnership Agreement between TACT and Arran CVS, and has been used for the reporting period.

Arran CVS also distributes money to groups for older people on the island on behalf of North Ayrshire Council, and acts as the annual receiver of monitoring information on behalf of NAC.

Arran CVS acted as an agent for Cladach Community Gardens and the Umbrella project when they received participatory budget funds to carry out activity in the community.

During the period the following amounts were received as agent for others:

Core Funding - The charity received four quarterly amounts of £62,000 totalling £248,000 from the Scottish Government of which £178,882 were passed on to TACT (The Ayrshire Community Trust) during the period. The management of the Interface is through a Joint Board comprising 2 Directors from each of Arran CVS and TACT, and 2 respective CEO's from each organisation.

The charity received £3,000 of restricted funds from North Ayrshire Council which was all paid out to various local elderly groups during the period.

The charity received £2,000 in restricted participatory budgeting funds on behalf of Cladach Community Gardens and the Umbrella project.

Approved by order of the board of trustees on 14th December 2020 and signed on its behalf by:



Rev Elizabeth Watson – Chairperson and Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ARRAN COMMUNITY AND VOLUNTARY SERVICE

I report on the financial statements of the charity for the year ended 31 March 2020 which are set out on pages thirteen to twenty five.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the financial statements in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. The charity's trustees consider that the audit requirement of Regulation 10(1)(a) to (c) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under Section 44(1)(c) of the Act and to state whether particular matters have come to my attention.

Basis of the independent examiner's report

My examination was carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. An examination includes a review of the accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the financial statements.

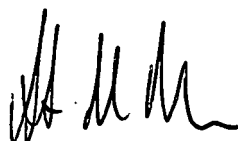
Independent examiner's statement

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

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
 - to keep accounting records in accordance with Section 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations; and
 - to prepare financial statements which accord with the accounting records and to comply with Regulation 8 of the 2006 Accounts Regulations

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.



Stephen McKelvie
FCCA
Cornerstone Accountants
90 Mitchell Street
Glasgow
Lanarkshire
G1 3NQ

14th December 2020

ARRAN COMMUNITY AND VOLUNTARY SERVICE

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2020**

		Unrestricted funds	Restricted funds	Endowment fund	2020 Total funds	2019 Total funds
	Note	£	£	£	£	£
INCOME AND ENDOWMENTS						
FROM:						
Donations and legacies	2	69,117	-	-	69,117	69,437
Investments	3	19	-	-	19	-
Charitable activities	4	29,487	131,141	-	160,628	128,882
TOTAL INCOME		98,623	131,141	-	229,764	198,319
EXPENDITURE ON:						
Charitable activities	5	160,111	86,808	-	246,919	208,646
Funds disbursed		-	-	-	-	-
TOTAL EXPENDITURE		160,111	86,808	-	246,919	208,646
NET INCOME/(EXPENDITURE)		(61,488)	44,333	-	(17,155)	(10,327)
Reconciliation of funds:						
TOTAL FUNDS BROUGHT FORWARD		124,685	-	1,000	125,685	136,012
TOTAL FUNDS CARRIED FORWARD		63,197	44,333	1,000	108,530	125,685

All the activities of the charity relate to continuing activities.

ARRAN COMMUNITY AND VOLUNTARY SERVICE

**BALANCE SHEET
AT 31 MARCH 2020**

	Notes	2020 £	2019 £
FIXED ASSETS			
Tangible assets	10	33,186	35,300
CURRENT ASSETS			
Stocks		266	426
Debtors	11	3,043	2,332
Cash at bank and in hand		<u>80,319</u>	<u>93,205</u>
		83,628	95,963
CREDITORS			
Amounts falling due within one year	12	(8,284)	(5,578)
NET CURRENT ASSETS		<u>75,344</u>	<u>90,385</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>108,530</u>	<u>125,685</u>
NET ASSETS		<u>108,530</u>	<u>125,685</u>
FUNDS	14		
Unrestricted funds		63,197	124,685
Restricted funds		44,333	-
Endowment funds		<u>1,000</u>	<u>1,000</u>
TOTAL FUNDS		<u>108,530</u>	<u>125,685</u>

ARRAN COMMUNITY AND VOLUNTARY SERVICE

**BALANCE SHEET - CONTINUED
AT 31 MARCH 2020**

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 relating to small companies for the year ended 31 March 2020.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2020 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for:

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

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies.

The financial statements were approved by the Board of Trustees on 14th December 2020 and were signed on its behalf by:

Elizabeth R.L. Watson

Rev E Watson -Trustee

Company number – SC396186

ARRAN COMMUNITY AND VOLUNTARY SERVICE

**STATEMENT OF CASH FLOWS
AT 31 MARCH 2020**

	2020 £	2020 £	2019 £	2019 £
Cash flows from operating activities				
Net income/(expenditure) for the period	(17,155)		(10,327)	
Loss on sale of fixed assets	-		-	
Depreciation charges	2,440		2,670	
Income from investments	(19)		-	
Decrease in stock	160		-	
Increase in debtors	(711)		536	
Increase in creditors	2,706		(463)	
	<hr/>		<hr/>	
Cash provided by/(used in) operating activities		(12,579)		(7,584)
Cash flows from investing activities				
Investment income	19		-	
Purchase of fixed assets	(326)		(1,724)	
	<hr/>		<hr/>	
Cash provided by investing activities		(307)		(1,724)
		<hr/>		<hr/>
Increase/(decrease) in cash and cash equivalents in the year		(12,886)		(9,308)
Cash and cash equivalents at the beginning of the year		93,205		102,513
		<hr/>		<hr/>
Total cash and cash equivalents at the end of the year		80,319		93,205
		<hr/>		<hr/>
Cash and cash equivalents comprise:				
Cash at bank and in hand		80,319		93,205
		<hr/>		<hr/>

ARRAN COMMUNITY AND VOLUNTARY SERVICE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared on a going concern basis in accordance with applicable accounting standards and under the historical cost convention. The charity is a Public Benefit Entity and a company limited by guarantee, incorporated in Scotland with the registered office as noted on page 1. The financial statements are compliant with the charity's constitution, the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended), the Statement of Recommended Practice (SORP) FRS 102 "Accounting and Reporting by Charities" (revised 2015), and in accordance with Financial Reporting Standard 102 (FRS 102).

Income

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

Grant income

Grant income is credited in the year to which it relates.

Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources. Expenditure on charitable purposes comprises those costs incurred by the charity in the fulfilment of its charitable objectives, activities and services for its beneficiaries. Governance costs are those associated with meeting the constitutional and statutory requirements of the charity and include the independent examiner's fees and costs linked to the strategic management of the charity. As required by Charities SORP (FRS 102) governance costs are included within expenditure on charitable activities.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Freehold property	- 2% on a straight line basis
Improvements to property	- 4% on a straight line basis
Furniture and equipment	- 15% on a reducing balance basis

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Debtors

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

ARRAN COMMUNITY AND VOLUNTARY SERVICE

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 MARCH 2020

1. ACCOUNTING POLICIES - Continued

Cash

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar.

Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in a transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Funds received as agent

Monies received in acting as agents where the charity has no responsibility for the ultimate application of the funds, are not recognised in the statement of financial activities.

VAT

The charity is not registered for VAT: therefore costs are stated inclusive of irrecoverable VAT.

2. DONATIONS AND LEGACIES (UNRESTRICTED)

	2020	2019
	£	£
Donations	-	-
Grants	69,117	69,117
Affiliation fees	-	320
	<u>69,117</u>	<u>69,437</u>

Grants received, included in the above, are as follows:

	2020	2019
	£	£
Core funding from the Scottish Executive	69,117	69,117
The Ayrshire Community Trust	-	-
	<u>69,117</u>	<u>69,117</u>

ARRAN COMMUNITY AND VOLUNTARY SERVICE

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 MARCH 2020

3. INCOME FROM INVESTMENTS

	2020	2019
	£	£
Deposit account interest (unrestricted)	<u>19</u>	<u>-</u>

4. INCOME FROM CHARITABLE ACTIVITIES

	Activity	2020	2019
		£	£
Fees for office services	Income received from office services (unrestricted)	3,326	3,070
Reimbursement of costs from The Ayrshire Community Trust	Funds received from The Ayrshire Community Trust towards cost of toolkit (unrestricted)	161	352
Funds from Umbrella Group	Funds received from Umbrella Group (restricted)	282	-
Funds received from Scottish Government	Funds received for AADS Project (restricted)	34,692	-
Funds from NHS Ayrshire and Arran	Contribution towards salaries and expenses (unrestricted)	26,000	26,000
Funds from NHS Ayrshire and Arran	Contribution towards project salaries and expenses (restricted)	<u>96,167</u>	<u>99,460</u>
		<u>160,628</u>	<u>128,882</u>

5. EXPENDITURE ON CHARITABLE ACTIVITIES

	2020	2019
	£	£
Direct costs of charitable activities	239,446	200,294
Governance costs (note 6)	<u>7,473</u>	<u>8,352</u>
	<u>246,919</u>	<u>208,646</u>
Unrestricted	£ 160,111	£ 109,186
Restricted	<u>86,808</u>	<u>99,460</u>
	<u>246,919</u>	<u>208,646</u>

6. GOVERNANCE COSTS

	2020	2019
	£	£
Staff costs	4,447	4,448
Independent examiner's fees	<u>3,026</u>	<u>3,904</u>
	<u>7,473</u>	<u>8,352</u>

ARRAN COMMUNITY AND VOLUNTARY SERVICE

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2020**

7. NET INCOME/(EXPENDITURE)

Net income is stated after charging/(crediting):

	2020	2019
	£	£
Depreciation - owned assets	2,440	2,670
Deficit on disposal of fixed asset	-	-
Independent examiner's fees	<u>3,026</u>	<u>3,904</u>

8. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2020 nor for the year ended 31 March 2019.

Trustees' expenses

The trustees received no travel expenses during the period (2019: none).

9. STAFF COSTS

	2020	2019
	£	£
Wages and salaries	110,529	79,156
Social security costs	<u>9,645</u>	<u>6,897</u>
	<u>120,174</u>	<u>86,053</u>

The average monthly number of employees during the year was as follows:

2020	2019
<u>9</u>	<u>6</u>

No employees received emoluments in excess of £60,000.

The key management personnel benefits totalled £40,122 (2019: £40,110).

ARRAN COMMUNITY AND VOLUNTARY SERVICE

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2020**

10. TANGIBLE FIXED ASSETS

	Freehold property £	Improvements to property £	Furniture and equipment £	Totals £
COST				
At 1 April 2019	22,000	9,239	22,026	53,265
Additions	-	-	326	326
Disposals	-	-	-	-
At 31 March 2020	<u>22,000</u>	<u>9,239</u>	<u>22,352</u>	<u>53,591</u>
DEPRECIATION				
At 1 April 2019	3,520	2,960	11,485	17,965
Charge for year	440	370	1,630	2,440
Eliminated on disposal	-	-	-	-
At 31 March 2020	<u>3,960</u>	<u>3,330</u>	<u>13,115</u>	<u>20,405</u>
NET BOOK VALUE				
At 31 March 2020	<u>18,040</u>	<u>5,909</u>	<u>9,237</u>	<u>33,186</u>
At 31 March 2019	<u>18,480</u>	<u>6,279</u>	<u>10,541</u>	<u>35,300</u>

11. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020 £	2019 £
Trade debtors	589	85
Prepayments and accrued income	2,003	1,973
Pension	<u>451</u>	<u>274</u>
	<u>3,043</u>	<u>2,332</u>

12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020 £	2019 £
Trade Creditors	-	52
PAYE	1,394	1,636
Accruals and deferred income	6,890	3,890
Pension	-	-
	<u>8,284</u>	<u>5,578</u>

ARRAN COMMUNITY AND VOLUNTARY SERVICE

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED **FOR THE YEAR ENDED 31 MARCH 2020**

13. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds	Restricted funds	Endowment fund	2020 Total funds	2019 Total funds
	£	£	£	£	£
Fixed assets	33,186	-	-	33,186	35,300
Current assets	38,295	44,333	1,000	83,628	95,963
Current liabilities	<u>(8,284)</u>	<u>-</u>	<u>-</u>	<u>(8,284)</u>	<u>(5,578)</u>
	<u>63,197</u>	<u>44,333</u>	<u>1,000</u>	<u>108,530</u>	<u>125,685</u>

Endowment Fund - This consists of £1,000 capital of the Dr Robert Jamieson Bequest Fund. Spending is out of the accumulated interest only.

14. MOVEMENT IN FUNDS

	At 01/04/19 £	Net movement in funds £	At 31/03/20 £
Unrestricted funds			
General fund	124,685	(61,488)	63,197
Restricted funds			
Funds received from NHS Ayrshire and Arran	-	44,333	44,333
Endowment funds			
Dr Robert Jamieson Bequest Fund	1,000	-	1,000
TOTAL FUNDS	<u>125,685</u>	<u>(17,155)</u>	<u>108,530</u>

15. ULTIMATE CONTROLLING PARTY

The charity is constituted by its Memorandum and Articles of Association and is controlled by its appointed trustees.

ARRAN COMMUNITY AND VOLUNTARY SERVICE

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 MARCH 2020

16. FUNDS RECEIVED AS AGENT

ACVS, as part of the '3rd Sector Interface', is the custodian of restricted Integrated Care funding distributed by NHS Ayrshire and Arran to administer and pass on to external community and voluntary organisations who deliver services to older people, including Lunch Clubs.

The management of the Interface is through a Joint Board comprising 2 Directors from each of ACVS and TACT, and 2 respective CEO's from each organisation.

The respective Boards had undertaken a review of the local distribution of funds amongst the 2 Interface partners. This was embodied in a formal Partnership Agreement between TACT and ACVS, and has been used for the reporting period.

ACVS also distributes money to groups for older people on the island on behalf of North Ayrshire Council, and acts as the annual receiver of monitoring information on behalf of NAC.

During the period the following amounts were received as agent for others:

- the charity received £3,000 from North Ayrshire Council which was all paid out to various local elderly groups during the period.
- the charity received four quarterly amounts of £62,000 totalling £248,000 from the Scottish Government of which £178,882 were passed on to TACT (The Ayrshire Community Trust) during the period.
- the charity received £2,000 in restricted participatory budgeting funds on behalf of Cladach Community Gardens and the Umbrella Project. £1,718 was distributed to the Cladach Community Gardens and the Umbrella Project.

17. COMMITMENTS UNDER OPERATING LEASES

At 31 March 2020 the charity had total commitments under non-cancellable operating leases as set out below:

	2020 Other £	2019 Other £
Total operating leases payments due:		
Within 1 year	4,037	4,037
Within 2 to 5 years	-	4,037
After more than 5 years	-	-
	<hr/>	<hr/>
Total	<u>4,037</u>	<u>8,074</u>
Lease payments recognised as an expense	<u>4,359</u>	<u>4,116</u>

ARRAN COMMUNITY AND VOLUNTARY SERVICE

DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2020

	2020 £	2019 £
INCOME		
Donations and Legacies		
Donations	-	-
Grants	69,117	69,117
Affiliation fees	-	320
	<u>69,117</u>	<u>69,437</u>
Investments		
Deposit account interest	19	-
Charitable activities		
Fees for office services	3,326	3,070
Reimbursement of costs from the Ayrshire Community Trust	161	352
Funds received towards wage costs	26,000	26,000
Funds received towards project wages costs	96,167	99,460
Funds received towards Umbrella Group costs	282	-
Funds received towards AADS project	<u>34,692</u>	<u>-</u>
	<u>160,628</u>	<u>128,882</u>
Total income	229,764	198,319
EXPENDITURE		
Charitable activities		
Wages	106,517	75,145
Social security	9,210	6,460
Pension	3,541	1,973
Rates and water	577	515
Insurance	2,305	2,376
Light and heat	2,019	1,564
Telephone	5,916	5,605
Printing, postage and stationery	5,188	3,443
Sundries	1,244	2,560
Bank charges	345	357
Project wage costs	72,520	61,496
Travel expenses	9,363	10,518
Cleaning costs	1,050	960
Repairs and renewals	3,032	1,356
Computer costs	1,055	1,247
Photocopier lease	4,359	4,117
Subscriptions and memberships	1,572	1,227
Training	1,513	2,275
Social Isolation/Befriending	784	892
Depreciation of freehold property	440	440
Depreciation of improvements to property	370	370
Depreciation of furniture and equipment	1,630	1,860
HSCP Contract	-	9,760
Direct Costs	853	598
Advertising & Marketing	2,146	2,475
AADS Project costs	1,897	-
Governance costs (see below)	<u>7,473</u>	<u>8,352</u>
	246,919	208,646

This page does not form part of the statutory financial statements

ARRAN COMMUNITY AND VOLUNTARY SERVICE

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2020**

	2020	2019
	£	£
Governance costs		
Wages	4,012	4,011
Social security	435	437
Accountancy	<u>3,026</u>	<u>3,904</u>
	<u>7,473</u>	<u>8,352</u>
Total expenditure	<u>246,919</u>	<u>208,646</u>
Net income/(expenditure)	<u><u>(17,155)</u></u>	<u><u>(10,327)</u></u>

This page does not form part of the statutory financial statements