

Charity no. 1001776

**Halesworth Volunteer Centre
Report and Unaudited Financial
Statements
31 March 2022**

Halesworth Volunteer Centre

Reference and administrative details

For the year ended 31 March 2022

Charity number 1001776

Registered office and operational address Halesworth Volunteer Centre
London Road
Halesworth
Suffolk
IP19 8LW

Trustees The trustees who served during the year and up to the date of this report were as follows:

Karen Austin	Chair
Richard Austin	
Steve Chadwick	
John Lavery	Resigned 25 January 2022
Clare Ludwig	
Christopher Warner	

Independent examiners Godfrey Wilson Limited
Chartered accountants and statutory auditors
5th Floor Mariner House
62 Prince Street
Bristol
BS1 4QD

Halesworth Volunteer Centre

Report of the trustees

For the year ended 31 March 2022

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the Constitution and the Statement of Recommended Practice - Accounting and Reporting by Charities (effective from January 2019).

Objectives and activities

The Charity's objects are to undertake voluntary work in education, social wellbeing, rural isolation and deprivation and similar charitable activities amongst those classes in need thereof. The Charity undertakes a number of services to fulfil these objectives, centred around Halesworth, which includes the following key activities:

- Community car service;
- Isolation Busters - a befriending service and other services to support vulnerable and older people; and
- Support to other voluntary and community groups.

During this year, the Charity has continued in its role as the Community Support Hub as we recover from the Covid 19 Pandemic.

The Trustees have paid due regard to guidance issued by the Charity Commission on public benefit in deciding what activities the Charity should undertake.

Achievements and performance

The focus of much of this year has been on supporting people, particularly older and vulnerable people recover from the effects of the Covid 19 Pandemic.

Many older people have struggled to re-engage with their lives pre-pandemic and so the Charity has held regular social events and outings to help people regain the confidence to socialise for themselves. These events have included tea parties in partnership with local Charities like the Pear Tree Centre and local businesses and trips out shopping.

Befriending through our Isolation Buster Programme remains an important part of our work, referrals to this service have increased significantly during the year.

The Community Car Service continues to offer vital transport to its beneficiaries. This year, the main emphasis of the service has been getting people to their medical appointments. We have seen an increase in the number of hospital trips we have undertaken and a reduction in trips for social and personal business. The numbers of journeys undertaken have not returned to pre-covid levels but are increasing.

The Shopping Service has continued, supporting people who can no longer shop for themselves or who have had to isolate because of covid. 20 households a week are supported by this service.

Our Community Larder Project, in partnership with St Mary's Church, Halesworth was set up during the first Covid-19 lockdown to enable the sharing and donating of food to those in need. This service has continued to grow and there has been an increase in Larder users from an average of 300 visitors per month to 500. The service continues to be supported by local businesses, is part of the FairShare Scheme and is supported by Suffolk County Council.

The Charity continues to work in partnership with local groups and organisations to support vulnerable people. This year we supported the Compassionate Communities Project led by the Pear Tree Centre and worked with East Suffolk Council as part of their Community Partnership.

Halesworth Volunteer Centre

Report of the trustees

For the year ended 31 March 2022

HVC is supporting Bungay Town Council and their Bungay Emergency Community Support Project (BECS) to become a Charity in its own right Bungay Community Support.

HVC is acting as grant receiver for BECS until they have established a charity in their own right.

Risk management

The Trustees have assessed the major risks to which the Charity is exposed, in particular those related to the operations and finances of the Charity, and are satisfied that systems and procedures are in place to mitigate exposure to those major risks.

Going concern

After making appropriate enquiries, the trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements.

Financial review

Income for the year was £65,953 (2021: £106,314) and expenditure £88,370 (2021: £73,077). Despite the deficit this year the charity holds strong reserves of £155,447 at 31 March 2022. This includes £43,717 of free unrestricted reserves and £72,189 of designated funds. The designated fund is a contingency fund which was created to ensure that the Charity can continue to operate even in the event of unforeseen and potentially financially damaging circumstances. The Contingency fund covers 7 months of expenditure which is within the reserves policy of the charity.

The trustees have a reserves target of £72k for year ended 31st March 2022 and this is held in a designated fund at year end. The key items this covers are 3 months running costs, redundancies and an office move. The latter is increasingly likely in the 2023 calendar year; it is envisaged that the reserves target will reduce in future years once we have certainty over a potential office move.

Over and above the reserves target, additional funds of £44k were available at year end and provide for additional operational losses in the coming financial year.

Plans for future periods

The trustees are keen to continue the current projects to support the local community as well as develop new projects to meet future needs.

Use of Volunteers

The Charity is absolutely reliant upon the substantial voluntary help of both Community Car Service drivers, volunteer shoppers, Isolation Buster and Community Larder volunteers. The Charity is grateful that, unlike many other charities, so many people have returned to volunteering after the Pandemic but recruitment of volunteers will be an important focus going forward.

Structure, governance and management

The Charity's constitution was adopted on 8 November 1990 and amended on 14 June 2006 and 22 June 2011.

The Trustees who served during the year and up to the date of approval of the financial statements are disclosed on page 1 of the accounts.

Halesworth Volunteer Centre

Report of the trustees

For the year ended 31 March 2022

The Charity recruits Trustees through local networks and by recommendation. New Trustees are sympathetic to the Charity's objectives and bring a broad knowledge base to ensure the effective running of the Charity. The Trustee Board is also supported by a Volunteer Representative, Gareth Ingram and a representative from Halesworth Town Council, Dave Wollweber.

The Chairperson is responsible for the induction of new Trustees. This involves awareness of the Trustees' Responsibilities, the governing document, administrative procedures, and the history of the Charity. A new Trustee receives copies of the previous year's financial statements, annual report and a copy of the Charity Commission leaflets providing guidance for Trustees.

Statement of responsibilities of the trustees

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and the incoming resources and application of resources, including the net income or expenditure, of the charity for the year. In preparing those financial statements the trustees are required to:

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

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the constitution. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The trustees have no beneficial interest in the charity.

Halesworth Volunteer Centre

Report of the trustees

For the year ended 31 March 2022

Independent examiners

Godfrey Wilson Limited were appointed as independent examiners to the charity during the year and have expressed their willingness to continue in that capacity.

Approved by the trustees on 23 November 2022 and signed on their behalf by

Karen Austin

Karen Austin - Trustee



Richard Austin - Trustee

Independent examiner's report

To the trustees of

Halesworth Volunteer Centre

I report to the trustees on my examination of the accounts of Halesworth Volunteer Centre the charity for the year ended 31 March 2022, which are set out on pages 7 to 19.

Responsibilities and basis of report

As trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material 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 130 of the Act;
- (2) the accounts do not accord with those records; or
- (3) the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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 accounts to be reached.

William Guy Blake

Date: 24 November 2022

William Guy Blake ACA

Member of the ICAEW

For and on behalf of:

Godfrey Wilson Limited

Chartered accountants and statutory auditors

5th Floor Mariner House

62 Prince Street

Bristol

BS1 4QD

Halesworth Volunteer Centre

Statement of financial activities

For the year ended 31 March 2022

	Note	Restricted £	Unrestricted £	2022 Total £	2021 Total £
Income from:					
Donations and legacies	3	36,753	18,042	54,795	94,492
Charitable activities	4	-	11,138	11,138	10,607
Investments		-	20	20	116
Other		-	-	-	1,099
Total income		<u>36,753</u>	<u>29,200</u>	<u>65,953</u>	<u>106,314</u>
Expenditure on:					
Raising funds		-	2,954	2,954	-
Charitable activities		<u>25,740</u>	<u>59,676</u>	<u>85,416</u>	<u>73,077</u>
Total expenditure	6	<u>25,740</u>	<u>62,630</u>	<u>88,370</u>	<u>73,077</u>
Net income / (expenditure) and net movement in funds	7	11,013	(33,430)	(22,417)	33,237
Reconciliation of funds:					
Total funds brought forward		<u>28,528</u>	<u>149,336</u>	<u>177,864</u>	<u>144,627</u>
Total funds carried forward		<u><u>39,541</u></u>	<u><u>115,906</u></u>	<u><u>155,447</u></u>	<u><u>177,864</u></u>

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in note 14 to the accounts.

Halesworth Volunteer Centre

Balance sheet

As at 31 March 2022

	Note	£	2022 £	2021 £
Fixed assets				
Tangible assets	10		-	<u>402</u>
Current assets				
Debtors	11	6,895		8,462
Cash at bank and in hand		<u>153,544</u>		<u>171,847</u>
		160,439		180,309
Liabilities				
Creditors: amounts falling due within 1 year	12	<u>(4,992)</u>		<u>(2,847)</u>
Net current assets			<u>155,447</u>	<u>177,462</u>
Net assets	13		<u><u>155,447</u></u>	<u><u>177,864</u></u>
Funds	14			
Restricted funds			39,541	28,528
Unrestricted funds				
Designated funds			72,189	72,757
General funds			<u>43,717</u>	<u>76,579</u>
Total charity funds			<u><u>155,447</u></u>	<u><u>177,864</u></u>

Approved by the trustees on 23 November 2022 and signed on their behalf by

Karen Austin

Karen Austin - Trustee



Richard Austin - Trustee

Halesworth Volunteer Centre

Notes to the financial statements

For the year ended 31 March 2022

1. Accounting policies

a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Halesworth Volunteer Centre meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

b) Going concern basis of accounting

The accounts have been prepared on the assumption that the charity is able to continue as a going concern, which the trustees consider appropriate having regard to the current level of unrestricted reserves and cash balances. There are no material uncertainties about the charity's ability to continue as a going concern.

c) 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.

Income from the government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

d) Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item, is probable and the economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

Halesworth Volunteer Centre

Notes to the financial statements

For the year ended 31 March 2022

e) Donated stock not recognised

Donated items of stock for resale or distribution are not included in the financial statements until they are sold or distributed. The Trustees consider it impractical to be able to assess the amount of donated stocks. There are no systems in place which record these items and undertaking a stock take would incur undue cost for the charity, which far outweigh the benefits.

f) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity: this is normally upon notification of the interest paid or payable by the bank.

g) Funds accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

h) Expenditure and irrecoverable VAT

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.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

i) Allocation of support and governance costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Governance costs are the costs associated with the governance arrangements of the charity, including the costs of complying with constitutional and statutory requirements and any costs associated with the strategic management of the charity's activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities based on cost of each activity as follows:

	2022	2021
Raising funds	0.0%	0.0%
Charitable activities	100.0%	100.0%

j) Tangible fixed assets

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Computer equipment	3 years
--------------------	---------

Items of equipment are capitalised where the purchase price exceeds £100 at the discretion of the trustees.

Halesworth Volunteer Centre

Notes to the financial statements

For the year ended 31 March 2022

k) Debtors

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

l) Cash at bank and in hand

Cash at bank and cash 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 account.

m) Creditors

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the 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.

n) Financial instruments

The trust 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 with the exception of bank loans which are subsequently recognised at amortised cost using the effective interest method.

o) Pension costs

The charity operates a defined contribution pension scheme for its employees. There are no further liabilities other than that already recognised in the SOFA.

p) Accounting estimates and key judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and underlying assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

The key source of estimation uncertainty that have a significant effect on the amounts recognised in the financial statements is depreciation as described in note j above.

Halesworth Volunteer Centre

Notes to the financial statements

For the year ended 31 March 2022

2. Prior period comparatives: statement of financial activities

	Restricted £	Unrestricted £	2021 Total £
Income from:			
Donations and legacies	45,400	49,092	94,492
Charitable activities	-	10,607	10,607
Other	752	347	1,099
Investments	-	116	116
Total income	46,152	60,162	106,314
Expenditure on:			
Charitable activities	21,054	52,023	73,077
Total expenditure	21,054	52,023	73,077
Net income / (expenditure)	25,098	8,139	33,237
Transfers between funds	-	-	-
Net movement in funds	25,098	8,139	33,237

3. Income from donations and legacies

	Restricted £	Unrestricted £	2022 Total £
Grants from trusts and foundations	24,074	1,000	25,074
Local organisations and business	450	5,556	6,006
Town and Parish council grants	2,503	2,876	5,379
Personal donations	9,726	3,860	13,586
Legacies	-	4,750	4,750
Total income from donations and legacies	36,753	18,042	54,795
Prior period comparative:			
	Restricted £	Unrestricted £	2021 Total £
Grants from trusts and foundations	17,316	8,910	26,226
Local organisations and business	400	9,335	9,735
Town and Parish council grants	19,500	15,000	34,500
Personal donations	8,184	15,847	24,031
Total income from donations and legacies	45,400	49,092	94,492

Halesworth Volunteer Centre

Notes to the financial statements

For the year ended 31 March 2022

4. Income from charitable activities

	2022	2021
	Total	Total
	£	£
Community transport	4,331	6,931
Community car account contribution	-	359
Community car non-account contribution	6,807	3,317
Total income from charitable activities	<u>11,138</u>	<u>10,607</u>

All income from charitable activities was unrestricted in the current and prior period.

5. Government grants

The charity receives government grants, defined as funding from The National Lottery Community Fund, Suffolk County Council and East Suffolk County Council to fund charitable activities. The total value of such grants in the period ending 31 March 2022 was £11,348 (2021: £20,000). There are no unfulfilled conditions or contingencies attaching to these grants in 2021/22 or the prior year.

Halesworth Volunteer Centre

Notes to the financial statements

For the year ended 31 March 2022

6. Total expenditure

	Raising funds	Charitable activities	Support and governance costs	2022 Total	Raising funds	Charitable activities	Support and governance costs	2021 Total
	£	£	£	£	£	£	£	£
Staff costs (note 8)	2,954	57,406	-	60,360	-	56,304	-	56,304
Staff expenses	-	587	-	587	-	352	-	352
Larder	-	7,576	-	7,576	-	-	-	-
Volunteer expenses	-	11,155	-	11,155	-	4,852	-	4,852
Training	-	-	-	-	-	50	-	50
Sundry goods	-	52	-	52	-	229	-	229
Equipment and software	-	310	-	310	-	1,359	-	1,359
Website and database development	-	181	-	181	-	2,648	-	2,648
Telephone costs	-	1,180	-	1,180	-	2,049	-	2,049
Advertising	-	219	-	219	-	1,119	-	1,119
Admin costs	-	1,637	-	1,637	-	1,219	-	1,219
Insurance	-	1,248	-	1,248	-	817	-	817
Audit and accountancy	-	234	1,560	1,794	-	-	1,320	1,320
Events	-	1,197	-	1,197	-	-	-	-
Depreciation	-	402	-	402	-	402	-	402
Bad debts	-	472	-	472	-	357	-	357
Sub-total	2,954	83,856	1,560	88,370	-	71,757	1,320	73,077
Allocation of support and governance costs	-	1,560	(1,560)	-	-	1,320	(1,320)	-
Total expenditure	2,954	85,416	-	88,370	-	73,077	-	73,077

Total governance costs were £1,560 (2021: £1,320)

Halesworth Volunteer Centre

Notes to the financial statements

For the year ended 31 March 2022

7. Net movement in funds

This is stated after charging:

	2022	2021
	£	£
Depreciation	402	402
Operating lease payments	Nil	Nil
Trustees' remuneration	Nil	Nil
Trustees' reimbursed expenses	-	172
Independent examiner's remuneration:		
▪ Independent examination (including VAT)	<u>1,560</u>	<u>1,320</u>

8. Staff costs and numbers

Staff costs were as follows:

	2022	2021
	£	£
Salaries and wages	59,525	53,496
Social security costs	-	2,055
Pension costs	<u>835</u>	<u>753</u>
	<u>60,360</u>	<u>56,304</u>

No employee earned more than £60,000 during the year.

The key management personnel of the charity comprise the Trustees and Centre Manager. The total employee benefits of the key management personnel were £24,618 (2021: £23,829).

	2022	2021
	No.	No.
Average head count	<u>5.00</u>	<u>5.00</u>

9. Taxation

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

Halesworth Volunteer Centre

Notes to the financial statements

For the year ended 31 March 2022

10. Tangible fixed assets

	Fixtures and fittings £	Computer equipment £	Total £
Cost			
At 1 April 2021	5,413	1,230	6,643
Disposals	<u>(5,026)</u>	<u>-</u>	<u>(5,026)</u>
At 31 March 2022	<u>387</u>	<u>1,230</u>	<u>1,617</u>
Depreciation			
At 1 April 2021	5,011	1,230	6,241
Charge for the year	402	-	402
On disposals	<u>(5,026)</u>	<u>-</u>	<u>(5,026)</u>
At 31 March 2022	<u>387</u>	<u>1,230</u>	<u>1,617</u>
Net book value			
At 31 March 2022	<u>-</u>	<u>-</u>	<u>-</u>
At 31 March 2021	<u>402</u>	<u>-</u>	<u>402</u>

The charity has disposed of any items which it no longer owns or which have been fully depreciated in prior periods.

11. Debtors

	2022 £	2021 £
Trade debtors	6,895	8,058
Prepayments	<u>-</u>	<u>404</u>
	<u>6,895</u>	<u>8,462</u>

12. Creditors : amounts due within 1 year

	2022 £	2021 £
Trade creditors	1,315	579
Accruals	1,637	1,368
Other taxation and social security	1,613	900
Other creditors	<u>427</u>	<u>-</u>
	<u>4,992</u>	<u>2,847</u>

Halesworth Volunteer Centre

Notes to the financial statements

For the year ended 31 March 2022

13. Analysis of net assets between funds

	Restricted funds £	Designated funds £	General funds £	Total funds £
Current assets	39,541	72,189	48,709	160,439
Current liabilities	-	-	(4,992)	(4,992)
Net assets at 31 March 2022	<u>39,541</u>	<u>72,189</u>	<u>43,717</u>	<u>155,447</u>
Prior year comparative				
	Restricted funds £	Designated funds £	General funds £	Total funds £
Tangible fixed assets	-	-	402	402
Current assets	28,528	72,757	79,024	180,309
Current liabilities	-	-	(2,847)	(2,847)
Net assets at 31 March 2021	<u>28,528</u>	<u>72,757</u>	<u>76,579</u>	<u>177,864</u>

Halesworth Volunteer Centre

Notes to the financial statements

For the year ended 31 March 2022

14. Movements in funds

	At 1 April 2021 £	Income £	Expenditure £	Transfers between funds £	At 31 March 2022 £
Restricted funds					
Bungay GNS	14,457	11,310	(13,293)	-	12,474
Community Larder	10,761	25,443	(9,137)	-	27,067
Harris Family fund	1,780	-	(1,780)	-	-
Pargiter Trust fund	1,530	-	(1,530)	-	-
Total restricted funds	28,528	36,753	(25,740)	-	39,541
Unrestricted funds					
<i>Designated funds:</i>					
Contingency fund	72,757	-	-	(568)	72,189
<i>Total designated funds</i>	72,757	-	-	(568)	72,189
General funds	76,579	29,200	(62,630)	568	43,717
Total unrestricted funds	149,336	29,200	(62,630)	-	115,906
Total funds	177,864	65,953	(88,370)	-	155,447

Purposes of restricted funds

Bungay GNS	The Bungay GNS fund is for specific work supporting the Community Project in Bungay.
Community Larder	The Community Larder fund is for providing a food bank style service in Halesworth during the covid pandemic.
Coronavirus Community Support fund	The Coronavirus Community Support fund monies were restricted to provide community support during the pandemic. The entirety of this fund was spent in the prior year.
Harris Family fund	The Harris Family fund monies are restricted to the community development work in Bungay.
Pargiter Trust fund	The Pargiter Trust fund monies are restricted to the Community meals project in Halesworth.

Halesworth Volunteer Centre

Notes to the financial statements

For the year ended 31 March 2022

14. Movements in funds (continued)

Purposes of designated funds

Contingency fund

The contingency fund has been designated to ensure that the Charity can continue to operate and meet the needs of the clients in event of unforeseen and potentially financially damaging circumstances. The Trustees continue to consider:

- a) The reduction in public funding for the car services, other projects and general administration; and
- b) Uncertainty regarding the continued favourable office accommodation terms.

Prior year comparative

	At 1 April 2020 £	Income £	Expenditure £	Transfers between funds £	At 31 March 2021 £
Restricted funds					
Bungay GNS	-	21,353	(6,896)	-	14,457
Community Larder	-	13,084	(2,323)	-	10,761
Coronavirus Community Support fund	-	9,215	(9,215)	-	-
Harris Family fund	1,900	2,500	(2,620)	-	1,780
Pargiter Trust fund	1,530	-	-	-	1,530
Total restricted funds	3,430	46,152	(21,054)	-	28,528
Unrestricted funds					
<i>Designated funds:</i>					
Contingency fund	78,400	-	-	(5,643)	72,757
<i>Total designated funds</i>	<i>78,400</i>	<i>-</i>	<i>-</i>	<i>(5,643)</i>	<i>72,757</i>
General funds	62,797	60,162	(52,023)	5,643	76,579
Total unrestricted funds	141,197	60,162	(52,023)	-	149,336
Total funds	144,627	106,314	(73,077)	-	177,864

15. Related party transactions

There were no related party transactions in the current or prior period.



William Guy Blake ACA
Godfrey Wilson Limited
Chartered Accountants & Statutory Auditors
5th Floor Mariner House
62 Prince Street
Bristol
BS1 4QD

23 November 2022

Dear Guy

Letter of Representations on the Financial Statements for the Year Ended 31 March 2022

We confirm that the following representations are made on the basis of enquiries of the trustees, management and staff with relevant knowledge and experience (and, where appropriate, of inspection of supporting documentation) sufficient to satisfy ourselves that we can properly make each of the following representations to you:

1. We have fulfilled our responsibilities as trustees, as set out in the terms of your engagement letter dated 19 April 2022, under the Charities Act 2011 for preparing financial statements, in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

We confirm that in our opinion the financial statements give a true and fair view and in particular that where any additional information must be disclosed in order to give a true and fair view that information has in fact been disclosed. We confirm that the selection and application of the accounting policies used in the preparation of the financial statements are appropriate, and we approve these accounts for the year ended 31 March 2022.

2. We confirm that all accounting records have been made available to you for the purpose of your examination, in accordance with your terms of engagement, and that all the transactions undertaken by the charity have been properly reflected and recorded in the accounting records. All other records and related information, including minutes of all management, trustees' and members' meetings, have been made available to you. We have given you unrestricted access to persons within the charity in order to obtain evidence and have provided any additional information that you have requested for the purposes of your examination.

3. We confirm the charity has satisfactory title to all assets and there are no liens or encumbrances on the assets, except for those disclosed in the financial statements.
4. We confirm that significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable. We confirm that we have no plans or intentions that may materially alter the carrying value and where relevant the fair value measurements or classification of assets and liabilities reflected in the financial statements.
5. We confirm that the charity has no liabilities or contingent liabilities other than those disclosed in the financial statements.
6. We confirm that all known actual or possible litigation and claims whose effects should be considered when preparing the financial statements have been disclosed to you and accounted for and disclosed in accordance with the applicable financial reporting framework.
7. We confirm that there have been no events since the balance sheet date which require disclosing or which would materially affect the amounts in the financial statements, other than those already disclosed or included in the financial statements.
8. We confirm that we are aware that a related party of the charity is a person or organisation which either (directly or indirectly) controls, has joint control of, or significantly influences the charity or vice versa and as a result will include: trustees, other key management, close family and other business interests of the previous. We confirm that all related party relationships and transactions have been accounted for and disclosed in accordance with the applicable financial reporting framework.
9. We confirm that the charity neither had, at any time during the year, any arrangement, transaction or agreement to provide credit facilities (including advances and credits granted by the charity) for trustees, nor provided guarantees of any kind on behalf of the trustees except as disclosed in the financial statements.
10. We confirm that the charity has not contracted for any capital expenditure other than as disclosed in the financial statements.
11. We confirm that the charity has complied with all aspects of contractual agreements that could have a material effect on the financial statements in the event of non-compliance.
12. We confirm that we are not aware of any possible or actual instance of non-compliance with those laws and regulations which provide a legal framework within which the charity conducts its activities and which are central to the charity's ability to conduct its activities, except as explained to you and as disclosed in the financial statements.
13. We acknowledge our responsibility for the design, implementation and maintenance of internal controls to prevent and detect fraud. We confirm that we have disclosed to you the results of our risk assessment of the risk of fraud in the organisation. There have been no deficiencies in internal control of which we are aware.
14. We confirm that there have been no actual or suspected instances of fraud involving trustees, management or employees who have a significant role in internal control or that could have a material effect on the financial statements. We also confirm that we are not aware of any allegations of fraud by trustees, former trustees, employees, former employees, regulators or others.

15. We confirm that, in our opinion, the charity's financial statements should be prepared on the going concern basis on the grounds that current and future sources of funding or support will be more than adequate for the charity's needs. In reaching this conclusion, we have taken into account all relevant matters of which we are aware, and have considered a period of at least one year from the date on which the financial statements will be approved.
16. We confirm that in our opinion the effects of uncorrected misstatements are immaterial, both individually and in aggregate, to the financial statements as a whole.
17. We confirm that we are not aware of any matters of material significance that should be reported to regulators. We confirm that all correspondence with the Charity Commission has been made available to you.
18. We confirm that all grants, donations and other income, including those subject to special terms or conditions or received for restricted purposes, have been notified to you. There have been no breaches of terms or conditions during the period regarding the application of such income.

Yours sincerely

Karen Austin

Karen Austin – Chair of Trustees
For and on behalf of the trustees of Halesworth Volunteer Centre

Registered Charity No: 1001776