

Company registration number: 02476916

Charity registration number: 1001907

# Camden Volunteer Bureau

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2025

Field Sullivan Limited  
9 Hare & Billet Road  
Blackheath  
SE3 0RB

## **Camden Volunteer Bureau**

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## **Camden Volunteer Bureau**

### **Reference and Administrative Details**

<b>Trustees</b>	Saif Ahamed Joshua Berelowitz Catherine Gibbins Andrew Hoenich Julia Ly
<b>Secretary</b>	Dominic Pinkney
<b>Charity Registration Number</b>	1001907
<b>Company Registration Number</b>	02476916
<b>Registered Office</b>	The charity is incorporated in England and Wales. 17 Busby Place London NW5 2SP
<b>Independent Examiner</b>	Field Sullivan Limited 9 Hare & Billet Road Blackheath SE3 0RB

## **Camden Volunteer Bureau**

### **Trustees' Report**

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2025.

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Constitution**

The Charity is an organisation registered as a charitable company, limited by guarantee, and was set up by a Memorandum of Association.

The Charity is constituted under a Memorandum of Association and is a registered charity, number 1001907.

##### **Method of appointment or election of Trustees**

New trustees are appointed onto the board once the skills and experience that they will bring is deemed appropriate by the existing Trustees, and are given adequate information to enable them to familiarise themselves with the affairs of the Charity.

##### **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 our exposure to the major risks.

##### **Financial Responsibility**

The Trustees have overall responsibility for ensuring that the Charity has an appropriate system of controls, financial and otherwise. They are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the detection and prevention of fraud and other irregularities.

##### **Going Concern**

Following appropriate evaluation, the trustees have a reasonable expectation that the company 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. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

##### **Review of the year**

Incoming resources increased from £181,133 in the previous year to £260,736, while costs increased from £203,145 to £248,696. The net increase in funds was £12,040, comprising a £12,280 rise in unrestricted funds and a £240 reduction in restricted funds.

#### **OBJECTIVES AND ACTIVITIES**

##### **Policies and objectives**

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the charity commission relating to public benefit.

## **Camden Volunteer Bureau**

### **Trustees' Report**

The objects of Volunteer Centre Camden are:

- To offer a brokerage service that empowers people who are looking to volunteer to find a role that interests them, and to help promote organisations' volunteering opportunities.
- To excite and inform people in Camden about the potential of volunteering to benefit both themselves and their communities.
- To promote the development of good practice in relation to the involvement of volunteers among volunteer-involving organisations.
- To create new volunteering opportunities in Camden. To comment and campaign on national and local issues that affect volunteering or volunteers.
- To take an active role in the strategic development of volunteering.

#### **Our Vision**

A society where volunteering is a core part of living, working, and playing in Camden.

#### **Our Mission**

Our mission is to make volunteering in Camden as simple, rewarding, accessible, and impactful as possible.

#### **Our Principles**

We support and encourage volunteering and work with organisations in and around the Borough of Camden to develop volunteering opportunities and ensure high standards in volunteer management.

The Volunteer Centre will always be:

- An Open and Inclusive Organisation
- Collaborative to the core
- Person centred in everything it does
- A great place to work and volunteer

The Volunteer Centre will work tirelessly in Camden to:

- Recognise, celebrate and value all volunteers
- Promote and Champion volunteering
- Be a trusted partner of all local organisations
- Build a stronger, resilient & cohesive community through volunteering

#### **VCC Volunteers**

Involvement of volunteers at the organisation makes a significant financial contribution. Our volunteer team includes individuals that provide administrative support; team members that offer their professional skills, such as finance and statistical analysis; and skilled matchmakers who help pair eager potential volunteers to vacant roles, and ensure that our database of volunteering opportunities remains up to date.

## Camden Volunteer Bureau

### Trustees' Report

#### ACHIEVEMENTS AND PERFORMANCE

##### NHS NCL Volunteering PLUS

VCC set up and led a partnership of volunteering infrastructure specialists across the 5 North Central London boroughs to help the NHS, through lead organisation North London Partners in Health & Care (NLP), to strategically develop health volunteering to meet its priorities.

Our partners in the NCL Volunteering PLUS programme are Community Barnet, Voluntary Action Islington, Bridge Renewal Trust and Enfield Voluntary Action. Together we set up a NCL Volunteering Network of stakeholders from NHS organisations, voluntary and community sector organisations, Lay members and volunteers.

This project came to a finish at the end of August 2025, but we are pleased that its work continues with the Volunteering for Health programme.

##### Volunteering for Health

In July 2024 VCC began work on this new 3 year programme acting as the operational delivery lead to continue the work started by the NCL Volunteering PLUS programme (outlined above). We added two new partners into the programme, Volunteering Barnet (Groundwork London) and Haringey Community Collaborative (Public Voice), with London Plus acting as the grantee for the programme funded by CW+, NHS England and NHS Charities Together. The first year of this programme was spent planning delivery, examining partnership governance and engaging with NHS and wider stakeholders. The North Central London Integrated Care Board are a key partner who supported us through the application and now in delivery.

##### Volunteer Fairs

We continued to offer our highly successful volunteer fairs both online and in-person which has proved effective. These Fairs are delivered in close partnership with Voluntary Action Islington. From our evaluation analysis we know these proved popular with both volunteer involving organisations and local residents who were able to connect and begin volunteering roles.

##### Marketing volunteer roles

Using our dedicated online volunteer brokerage system, Simply Connect, we help volunteers and volunteer involving organisations match together for more efficiently and effectively. This platform has a useful 'reverse brokerage' function, enabling Camden VCS organisations to be pro-active and search the system for suitable volunteers rather than just waiting for potential volunteers to contact them. Our website has helped more volunteers find more opportunities, and our utilisation of social media to promote volunteering opportunities has grown significantly.

In addition, we promoted volunteering roles and initiatives through our highly-effective social media channels. Twitter proved particularly effective where Volunteer Centre Camden has the highest number of followers and engagement of all Volunteer Centres in London.

##### Volunteer Management Best Practice

We continued to offer our chargeable volunteer management best practice service which offers a range of activities to support VCS organisations to better involve volunteers. These activities include:

- Volunteer Manager Forums
- Volunteer Management Best Practice Workshops

## Camden Volunteer Bureau

### Trustees' Report

- Volunteer Manager Café sessions
- Bespoke consultancy
- Best Practice Health Check Service

#### Team UP Employee Volunteering Service

This is a 100% self-sustained, not-for-profit, programme supporting businesses to support the community through volunteering. 2024-25 saw Team UP deliver its highest level of employee volunteering projects and expand the number of business clients it worked with. We also advised several businesses to either set up or further develop their employee volunteer programmes.

#### Partnership working and collaboration

VCC is committed to working in partnership and collaboration with organisations and companies for the benefit of Camden residents.

VCC continues to be an active collaborator in the Camden Infrastructure Alliance (CIA) which sees it work close with Voluntary Action Camden, Young Camden Foundation and the C4 Camden Community Centre Consortium to provide infrastructure support to the voluntary and community sector in Camden.

VCC works closely with its 'sister' organisation, Hammersmith and Fulham Volunteer Centre to deliver successful projects and with a shared CEO and Finance Manager as well as collaboration on volunteer infrastructure and employer supported volunteering.

We regularly deliver Volunteer Fairs in partnership with Voluntary Action Islington.

We work in collaborative partnership with Camden Council to strategically develop volunteering across the borough and work together to promote volunteering including campaigns such as Volunteers' Week and Trustees' Week.

#### Acknowledgements

Volunteer Centre Camden would not exist without the support of a lot of people and organisations.

Thank you to all volunteers who have helped us, we could not do what we do without you. This includes the very dedicated Board of Trustees who work closely with VCC staff and volunteers.

We like to offer special thanks to Camden Council, in particular the Community Partnership Team, who not only continue to fund the work we do, but that we have a very positive working relationship with.

#### Financial Review

During the year the charity was in receipt of income of £260,736 and expenditure of £248,696 resulting in a surplus of £12,280 for unrestricted funds and a deficit of £240 for restricted funds. More details are provided in the financial statements.

The charity had unrestricted reserves of -£6,369 at the end of year, and restricted reserves of £2,785.

The Trustees have tried to maintain a policy whereby the unrestricted funds not committed (the "free reserves") held by the company should be approximately 25% of the annual costs, which equates to approximately £62,174. The level of free reserves at 31st March 2025 is -£6,369. The organisation is implementing plans to increase the levels of free reserves for 2025-26.

## Camden Volunteer Bureau

### Trustees' Report

#### Volunteer Centre Camden Strategic Goals/Objectives

##### ***1. Recognised and understood as the leader of volunteering and community participation in Camden***

- (a) Raise awareness of who and what we are amongst more people and organisations across the borough who are involved in volunteering
- (b) Understanding what is needed to increase quantity and quality of volunteering
- (c) Recognised as a best practice model across London

##### ***2. Diversify and increase volunteering support offered to people and organisations across Camden***

- (a) Help VCS organisations to practically implement more flexible volunteer roles and informal recruitment, e.g. micro-volunteering, virtual volunteering, one-off and ad hoc volunteering, 'taster' sessions
- (b) Increased collaboration with institutions, organisations and initiatives that will benefit from the involvement of volunteers
- (c) Increase 'participation' of local people giving their time informally to support their community, e.g. Camden Together initiative

##### ***3. Diversify and increase income streams for VCC services***

- (a) Continue to grow Team UP
- (b) Create new offers that are fresh and relevant to help residents and organisations to achieve their goals
- (c) Monetise/unlock financial value of these offers

##### ***4. Increase our financial reserves***

- (a) Use income to strengthen our organisational resilience
- (b) Reinvest back into the community
- (c) Reinvest into VCC to further its strategic goals and objectives

#### **Risk assessment**

The trustees actively review the major risks faced by the charity. The trustees have identified the major financial risks faced by the charity. They have also examined other operational and business risks faced and systems have been established to mitigate the significant risks.

#### **Statement of trustees' responsibilities**

The trustees (who are also the directors of Camden Volunteer Bureau for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland". The report and accounts have been prepared in accordance with the provisions in the Companies Act 2006 relating to small companies.

## Camden Volunteer Bureau

### Trustees' Report

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

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards, comprising FRS 102 have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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

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

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

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

The annual report was approved by the trustees of the charity on 18 December 2025 and signed on its behalf by:



.....  
Saif Ahamed  
Trustee

## **Camden Volunteer Bureau**

### **Independent Examiner's Report to the trustees of Camden Volunteer Bureau ('the Company')**

I report to the charity trustees (who are also Directors for the purpose of company law) on my examination of the accounts of the Camden Volunteer Bureau ('the charitable company') for the year ended 31 March 2025 which comprise the Statement of Financial Activities, the Balance Sheet and related notes, pages 10 to 22.

This report is made solely to the charity's trustees, as a body, in accordance with section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for my work, for this report, or for the opinions I have formed.

#### **Responsibilities and basis of report**

As the charity's trustees of Camden Volunteer Bureau you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of Camden Volunteer Bureau 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 your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the financial statements. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently I express no opinion as to whether the financial statements present a 'true and fair' view and my report is limited to those specific matters set out in the independent examiner's statement.

#### **Independent examiner's statement**

Since Camden Volunteer Bureau's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies.

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:

1. accounting records were not kept in respect of Camden Volunteer Bureau as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts 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 accounts 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).

**Camden Volunteer Bureau**

**Independent Examiner's Report to the trustees of Camden Volunteer Bureau ('the Company')**

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.



.....  
Tim Sullivan  
ICAEW

9 Hare & Billet Road  
Blackheath  
SE3 0RB

Date:.....19/12/25.....

## Camden Volunteer Bureau

### Statement of Financial Activities for the Year Ended 31 March 2025 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted £	Restricted £	Total 2025 £	Unrestricted £	Restricted £	Total 2024 £
<b>Income and Endowments from:</b>							
Donations and legacies		9,000	131,285	140,285	-	72,897	72,897
Charitable activities		65,000	-	65,000	60,000	-	60,000
Investment income	5	1,196	-	1,196	770	-	770
Other income		54,255	-	54,255	47,466	-	47,466
<b>Total income</b>		<b>129,451</b>	<b>131,285</b>	<b>260,736</b>	<b>108,236</b>	<b>72,897</b>	<b>181,133</b>
<b>Expenditure on:</b>							
Charitable activities		(117,171)	(131,525)	(248,696)	(131,498)	(71,647)	(203,145)
<b>Total expenditure</b>		<b>(117,171)</b>	<b>(131,525)</b>	<b>(248,696)</b>	<b>(131,498)</b>	<b>(71,647)</b>	<b>(203,145)</b>
<b>Net movement in funds</b>		<b>12,280</b>	<b>(240)</b>	<b>12,040</b>	<b>(23,262)</b>	<b>1,250</b>	<b>(22,012)</b>
<b>Reconciliation of funds</b>							
Total funds brought forward		(18,649)	3,025	(15,624)	4,613	1,775	6,388
Total funds carried forward	19	(6,369)	2,785	(3,584)	(18,649)	3,025	(15,624)

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

The funds breakdown for 2024 is shown in note 19.

The notes on pages 12 to 22 form an integral part of these financial statements.

**Camden Volunteer Bureau**  
**(Registration number: 02476916)**  
**Balance Sheet as at 31 March 2025**

	Note	2025 £	2024 £
<b>Current assets</b>			
Debtors	14	18,148	6,458
Cash at bank and in hand	15	<u>54,975</u>	<u>44,460</u>
		73,123	50,918
<b>Creditors: Amounts falling due within one year</b>	16	<u>(76,707)</u>	<u>(66,542)</u>
<b>Net liabilities</b>		<u>(3,584)</u>	<u>(15,624)</u>
<b>Funds of the charity:</b>			
<b>Restricted income funds</b>			
Restricted funds		2,785	3,025
<b>Unrestricted income funds</b>			
Unrestricted funds		<u>(6,369)</u>	<u>(18,649)</u>
<b>Total funds</b>	19	<u>(3,584)</u>	<u>(15,624)</u>

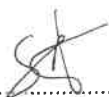
For the financial year ending 31 March 2025 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

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

The financial statements on pages 10 to 22 were approved by the trustees, and authorised for issue on 18 December 2025 and signed on their behalf by:



.....  
 Saif Ahamed  
 Trustee

The notes on pages 12 to 22 form an integral part of these financial statements.

## Camden Volunteer Bureau

### Notes to the Financial Statements for the Year Ended 31 March 2025

#### 1 Charity status

The charity is limited by guarantee, incorporated in England and Wales, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £10 towards the assets of the charity in the event of liquidation.

The address of its registered office is:

17 Busby Place

London

NW5 2SP

These financial statements were authorised for issue by the trustees on 18 December 2025.

#### 2 Accounting policies

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

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

##### Statement of compliance

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102) - Second edition October 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

##### Basis of preparation

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

##### Going concern

The financial statements have been prepared on a going concern basis, which assumes that the charitable company will be able to meet its debts as they fall due. However, at the end of the financial year the charitable company has net liabilities of £3,584 (2024: £15,624). As disclosed in the trustee's report the trustees believe it is appropriate to prepare the financial statements on a going concern basis.

##### Exemption from preparing a cash flow statement

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

## Camden Volunteer Bureau

### Notes to the Financial Statements for the Year Ended 31 March 2025

#### **Judgements and key sources of estimation uncertainty**

In the application of the charity's accounting policies, the directors are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated 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 periods in which the estimate is revised where revisions affects only that period, or in the period of the revision and future periods where the revisions affects both current and future periods.

#### **Income and endowments**

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

#### **Grants receivable**

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

#### **Deferred income**

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which, it has been received. Such income is only deferred when:

- The donor specifies that the grant or donation must only be used in future accounting periods; or
- The donor has imposed conditions which must be met before the charity has unconditional entitlement.

#### **Investment income**

Interest income is recognised using the effective interest method except where it relates to a transaction where payment is deferred beyond normal credit terms.

#### **Expenditure**

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

#### **Charitable activities**

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

## Camden Volunteer Bureau

### Notes to the Financial Statements for the Year Ended 31 March 2025

#### Support costs

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

#### Governance costs

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

#### Taxation

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

#### Trade debtors

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

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

#### Cash and cash equivalents

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

#### Trade creditors

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

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

#### Fund structure

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

## Camden Volunteer Bureau

### Notes to the Financial Statements for the Year Ended 31 March 2025

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

#### Pensions and other post retirement obligations

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

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

#### 3 Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total 2025 £	Total 2024 £
Grants, including capital grants;				
Camden Trustees Network	-	-	-	5,284
Camden Council Resilience Fund	-	-	-	16,080
City Bridge Trust	-	56,300	56,300	51,533
London Vision for Volunteering	9,000	-	9,000	-
Volunteering for health	-	74,985	74,985	-
	9,000	131,285	140,285	72,897

#### 4 Income from charitable activities

	Unrestricted funds General £	Total 2025 £	Total 2024 £
Lead volunteering	65,000	65,000	60,000

#### 5 Investment income

	Unrestricted funds General £	Total 2025 £	Total 2024 £
Interest receivable and similar income;			
Interest receivable on bank deposits	1,196	1,196	770

## Camden Volunteer Bureau

### Notes to the Financial Statements for the Year Ended 31 March 2025

#### 6 Other income

	Unrestricted funds General £	Total 2025 £	Total 2024 £
Team UP	50,765	50,765	45,533
Other	3,490	3,490	1,933
	<u>54,255</u>	<u>54,255</u>	<u>47,466</u>

#### 7 Expenditure on charitable activities

	Note	Total 2025 £	Total 2024 £
Volunteering plus		37,916	35,576
Volunteering for health		49,848	-
Staff costs		90,413	70,138
Support costs	8	<u>70,519</u>	<u>97,431</u>
		<u>248,696</u>	<u>203,145</u>

In addition to the expenditure analysed above, there are also support costs of £70,519 (2024 - £97,431) which relate directly to charitable activities. See note 8 for further details.

## Camden Volunteer Bureau

### Notes to the Financial Statements for the Year Ended 31 March 2025

#### 8 Analysis of governance and support costs

##### Support costs

	Total 2025 £	Total 2024 £
Staff costs		
Wages and salaries	1,540	17,535
Social security costs	-	2,179
Pension costs	92	5,114
Independent examiner fees		
Examination of the financial statements	2,250	2,000
HFVC Partnership	31,200	31,200
Computer software and maintenance	4,900	4,660
Staff training	-	105
Rent	2,040	6,900
Events	40	-
Insurance	1,263	1,248
Team Up	21,042	19,561
Telephone and fax	48	72
Printing, postage and stationery	64	32
Photocopying	498	642
Trade subscriptions	255	1,621
Sundry expenses	260	224
Travel and subsistence	9	73
Publicity	483	627
Bookkeeping services	3,060	2,700
Payroll	580	470
Recruitment	475	-
Bank charges	420	468
	<u>70,519</u>	<u>97,431</u>

## Camden Volunteer Bureau

### Notes to the Financial Statements for the Year Ended 31 March 2025

#### 9 Net incoming/outgoing resources

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

	2025 £	2024 £
Operating lease rentals	<u>2,040</u>	<u>6,900</u>

#### 10 Trustees remuneration and expenses

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

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

#### 11 Staff costs

The aggregate payroll costs were as follows:

	2025 £	2024 £
<b>Staff costs during the year were:</b>		
Wages and salaries	84,846	87,673
Social security costs	2,011	2,179
Pension costs	<u>5,188</u>	<u>5,114</u>
	<u>92,045</u>	<u>94,966</u>

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

	2025 No	2024 No
Charitable activities	3	4
Management and administration	<u>-</u>	<u>1</u>
	<u>3</u>	<u>5</u>

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

#### 12 Independent examiner's remuneration

	2025 £	2024 £
Examination of the financial statements	<u>2,250</u>	<u>2,000</u>

## Camden Volunteer Bureau

### Notes to the Financial Statements for the Year Ended 31 March 2025

#### 13 Taxation

The charity is a registered charity and is therefore exempt from taxation.

#### 14 Debtors

	2025 £	2024 £
Trade debtors	6,100	5,167
Prepayments	3,036	191
Accrued income	7,912	-
Other debtors	1,100	1,100
	<u>18,148</u>	<u>6,458</u>

#### 15 Cash and cash equivalents

	2025 £	2024 £
Cash on hand	230	230
Cash at bank	54,745	44,230
	<u>54,975</u>	<u>44,460</u>

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

	2025 £	2024 £
Trade creditors	3,777	710
Other taxation and social security	1,528	1,523
Other creditors	472	510
Accruals	42,075	39,088
Deferred income	28,855	24,711
	<u>76,707</u>	<u>66,542</u>

	2025 £	2024 £
Deferred income at 1 April 2024	24,711	11,685
Resources deferred in the period	28,855	24,711
Amounts released from previous periods	<u>(24,711)</u>	<u>(11,685)</u>
Deferred income at year end	<u>28,855</u>	<u>24,711</u>

## Camden Volunteer Bureau

### Notes to the Financial Statements for the Year Ended 31 March 2025

#### 17 Obligations under leases and hire purchase contracts

##### Operating lease commitments

Total future minimum lease payments under non-cancellable operating leases are as follows:

	2025 £	2024 £
<b>Other</b>		
Within one year	-	524

#### 18 Pension and other schemes

##### Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £5,188 (2024 - £5,114).

Camden Volunteer Bureau participates in the 'Small Admitted Bodies' pool within the London Borough of Camden Pension Fund, which is a multi-employer defined benefit scheme.

Camden Volunteer Bureau is one of nine employers that are part of the 'Small Admitted Bodies' pool within the scheme and is unable to identify its share of the underlying assets and liabilities in the scheme without an individual actuarial report, the expense of which the Trustees consider not to be worth its benefit.

The charity is negotiating an exit from the scheme and is awaiting formal agreement to this. At present, the total liability is expected to be approximately £70,000 and will be settled over a number of years, with a delayed start date.

## Camden Volunteer Bureau

### Notes to the Financial Statements for the Year Ended 31 March 2025

#### 19 Funds

	Balance at 1 April 2024 £	Incoming resources £	Resources expended £	Balance at 31 March 2025 £
<b>Unrestricted funds</b>				
<i>General</i>				
General Funds	(18,649)	129,451	(117,171)	(6,369)
<b>Restricted funds</b>				
LBC OMD	1,000	-	(240)	760
London Plus	775	-	-	775
NCL Volunteering Plus	-	56,300	(56,300)	-
Camden Trustees Network	1,250	-	-	1,250
Volunteering for Health	-	74,985	(74,985)	-
	<u>3,025</u>	<u>131,285</u>	<u>(131,525)</u>	<u>2,785</u>
<b>Total funds</b>	<u>(15,624)</u>	<u>260,736</u>	<u>(248,696)</u>	<u>(3,584)</u>
	Balance at 1 April 2023 £	Incoming resources £	Resources expended £	Balance at 31 March 2024 £
<b>Unrestricted funds</b>				
<i>General</i>				
General Funds	4,613	108,236	(131,498)	(18,649)
<b>Restricted funds</b>				
LBC OMD	1,000	-	-	1,000
London Plus	775	-	-	775
NCL Volunteering Plus	-	51,533	(51,533)	-
Camden Council Resilience Fund	-	16,080	(16,080)	-
Camden Trustees Network	-	5,284	(4,034)	1,250
	<u>1,775</u>	<u>72,897</u>	<u>(71,647)</u>	<u>3,025</u>
<b>Total funds</b>	<u>6,388</u>	<u>181,133</u>	<u>(203,145)</u>	<u>(15,624)</u>

## Camden Volunteer Bureau

### Notes to the Financial Statements for the Year Ended 31 March 2025

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

London Plus - Funding to support purchase of laptops

NCL Volunteering Plus - A partnership project to strategically develop health volunteering in North Central London

Volunteering for Health - Continuing the work of the NCL Volunteering PLUS programme, VCC leads a partnership of volunteer infrastructure experts to strategically develop health volunteering in the five boroughs of North Central London: Camden, Islington, Enfield, Haringey and Barnet.

Camden Trustee Network - Working in partnership with Voluntary Action Camden we have established and now supporting a network of trustees within Camden, offering peer support, sharing of tools and experiences as well as expert workshops.

LBC OMD - This funding was granted to VCC to create and implement a new website for the organisation.

Camden Council Resilience Fund - Funding from Camden Council to support the development and sustainability of its Team UP employee volunteering service through providing extra business development resources.

#### 20 Analysis of net assets between funds

	Unrestricted funds General £	Restricted funds £	Total funds at 31 March 2025 £
Current assets	70,338	2,785	73,123
Current liabilities	<u>(76,707)</u>	<u>-</u>	<u>(76,707)</u>
Total net assets	<u>(6,369)</u>	<u>2,785</u>	<u>(3,584)</u>

	Unrestricted funds General £	Restricted funds £	Total funds at 31 March 2024 £
Current assets	47,893	3,025	50,918
Current liabilities	<u>(66,542)</u>	<u>-</u>	<u>(66,542)</u>
Total net assets	<u>(18,649)</u>	<u>3,025</u>	<u>(15,624)</u>

#### 21 Related party transactions

There were no related party transactions in the year.