

Registered charity number
1017496

Crickhowell Volunteer Bureau
Report and Unaudited Accounts
31 March 2023

Crickhowell Volunteer Bureau
Report and accounts
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**Crickhowell Volunteer Bureau
Charity Information**

Trustees

Cyril Teasdale - Chair
Kathryn Silk
Judith Lynnette D'Anna
Ann Teasdale
John George Townsend
Kathleen Mary Tinsley
Tim Raikes
Gerwyn John Morris
Vaughan Ian Bennett
Mike Davies - Treasurer

Independent examiner

Catherine A Williams Ltd
The Old Bank
Beaufort Street
Crickhowell
Powys
NP8 1AD

Charity's principal address

Crickhowell Volunteer Bureau
Beaufort Street
Crickhowell
Powys
NP8 1BN

Registered charity number

1017496

Crickhowell Volunteer Bureau

Registered charity number: 1017496

Trustees' Report

The trustees present their report together with the externally examined financial statements for the year ended 31 March 2023. The financial statements comply with current statutory requirements and with the requirements of the charity's governing document. The reference and administration details shown on the preceding page form part of this report.

Structure, governance and management

Crickhowell Volunteer Bureau is an unincorporated charity, registered with the Charity Commissioners under registered number 1017496. It was registered as a charity on 19th February 1993 and is governed by its constitution adopted on 27th March 1992, which was amended most recently on 12th June 1997.

The Trustees who served the charity during the period were as follows:

Cyril Teasdale - Chair
Kathryn Silk
Judith Lynnette D'Anna
Ann Teasdale
John George Townsend
Kathleen Mary Tinsley
Tim Raikes
Gerwyn John Morris
Vaughan Ian Bennett
Mike Davies - Treasurer

Objects and activities

The charitable purposes for which the charity was formed, and the way in which it delivers public benefit, remain unchanged: to promote all or any purposes for the benefit of the community in Crickhowell and district deemed by law to be charitable and in particular the advancement of education, the furtherance of health and the relief of poverty, distress and sickness.

Achievements and Performance

The trustees of Crickhowell Volunteer Bureau would like to express their sincere appreciation to all the groups and volunteers that have supported us over the last 12 months.

Your dedication and support has enabled us to undertake the following activities for the benefit of a wide cross section of the local community.

Below is a summary of what we do within the community:-

- We successfully run the Community Car Scheme to provide patient transport to and from hospitals.
- We run over 30 social groups a month, and offer 1:1 befriending.
- We offer a prescription delivery service.
- We manage the Duke of Edinburgh , 'Going for Gold', scheme in the area.
- We manage 11 Defibrillators in the locality.
- We are a chosen charity for the Crickhowell Rotary Club annual duck race.
- We recruit volunteers for inhouse and external projects.
- We manage the Santa appeal in Crickhowell enabling Christmas gifts to be delivered to children under the Powys Children's services umbrella.
- We organise Santa's visit to Crickhowell.

Crickhowell Volunteer Bureau

Registered charity number: 1017496

Trustees' Report

Over the years we have developed strong links with other local charities and organisations including:-

- Dementia Friendly Crickhowell
- Cancer Research Wales (Crickhowell Branch)
- Crickhowell Rotary Club
- The Clarence Hall Crickhowell
- Local churches - Schools - Police, and Town councils
- Crickhowell Health Centre
- PAVO (Powys association of volunteer organisations)
- GAVO (Gwent association of Voluntary organisations)
- The National Lottery.

We would like to express our sincere appreciation to the above organisations for their continued support and to those individuals who have donated to Crickhowell Volunteer Bureau.

Financial Review

Like many charities we are heavily reliant on grant income and donations in order to generate sufficient funds to ensure that we can continue to provide the much-needed services that we offer.

Statement of Trustees' responsibilities

The Trustees are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and for being satisfied that the financial statements give a true and fair view. The Trustees are also responsible for preparing the financial statements in accordance with UK Accounting Standards.

The Trustees are responsible for keeping adequate accounting records that show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity.

The trustees are responsible for safeguarding the charity's assets and taking reasonable steps to prevent and detect fraud and other irregularities.

This report was approved by the board on . . / . . /2023 and signed on its behalf.

Cyril Teasdale
Chair of the Trustees

Crickhowell Volunteer Bureau

Independent examiners' report to the board of trustees on the preparation of the unaudited accounts of Crickhowell Volunteer Bureau for the year ended 31 March 2023

We report on the examination of the accounts of Crickhowell Volunteer Bureau for the year ended 31 March 2023 which are set out on pages 1 to 11.

Respective responsibilities of trustees and examiner

The Charity's trustees are responsible for the preparation of the accounts. The Charity's trustees consider that an audit is not required for this year (under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is our responsibility to;

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act ;and
- to state whether particular matters have come to our attention

Basis of the independent examiner's report

Our examination was carried out in accordance with the General directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required of an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In the course of our examination, no matter has come to our attention;

(A) which gives us reasonable cause to believe that in, any material respect, the trustees have not met the requirements to ensure that;

- * proper accounting records are kept in accordance with section 130 of the 2011 Act; and
- * accounts are prepared which agree with the accounting records and comply with the accounting requirements of the 2011 Act; or

(B) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Catherine A Williams Ltd
Chartered Accountants
The Old Bank
Beaufort Street
Crickhowell
Powys
NP8 1AD

.. / .. /2023

**Crickhowell Volunteer Bureau
Statement of financial activities
for the year ended 31 March 2023**

	Note	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Income	2				
Donations and legacies		65,907	-	65,907	70,605
Charitable activities		12,230	-	12,230	11,710
Other income		-	7	7	-
Total income		<u>78,137</u>	<u>7</u>	<u>78,144</u>	<u>82,315</u>
Expenditure	3				
Raising funds		933	-	933	250
Charitable activities		77,943	174	78,117	72,094
Other expenditure		1,889	-	1,889	774
Total expenditure		<u>80,765</u>	<u>174</u>	<u>80,939</u>	<u>73,118</u>
(Net expenditure)/net income		<u>(2,628)</u>	<u>(167)</u>	<u>(2,795)</u>	<u>9,197</u>
Transfers between funds		-	-	-	-
Net movement in funds		<u>(2,628)</u>	<u>(167)</u>	<u>(2,795)</u>	<u>9,197</u>
Reconciliation of funds:					
Total funds brought forward		25,292	1,612	26,904	17,707
Total funds carried forward		<u>22,664</u>	<u>1,445</u>	<u>24,109</u>	<u>26,904</u>

Crickhowell Volunteer Bureau
Registered charity number: 1017496
Balance Sheet
as at 31 March 2023

	Notes	Total funds 2023 £	Total funds 2022 £
Fixed assets			
Tangible assets	6	7,555	512
Current assets			
Debtors	7	4,272	16,841
Cash at bank and in hand		13,878	20,669
		<u>18,150</u>	<u>37,510</u>
Creditors: amounts falling due within one year	8	(1,596)	(11,118)
Net current assets		<u>16,554</u>	<u>26,392</u>
Net assets		<u>24,109</u>	<u>26,904</u>
Funds			
Unrestricted funds		22,664	25,292
Restricted funds		1,445	1,612
Total funds		<u>24,109</u>	<u>26,904</u>

The trustees are satisfied that the charity is entitled to exemption from the requirement to obtain an audit under the Charities Act 2011.

The trustees acknowledge their responsibilities for complying with the requirements of the Charities Act 2011 with respect to accounting records and the preparation of accounts.

Approved on . . . / . . . /2023

Cyril Teasdale
Chair of the Trustees

Crickhowell Volunteer Bureau
Notes to the Accounts
for the year ended 31 March 2023

1 Accounting policies

Basis of preparation

The accounts have been prepared on the accruals basis under the historical cost convention and in accordance with the Charities SORP (FRS 102) 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 (effective 1 January 2019) and the Charities Act 2011.

Income

Income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.

Gift Aid

The charity has not registered with HMRC for Gift Aid.

Expenditure

Expenditure is recognised in the period in which it is incurred.

Costs of charitable activities comprise of expenditure identified as wholly or mainly attributable to achieving the objectives of the charity.

Tangible fixed assets

Tangible fixed assets are measured at cost less accumulative depreciation and any accumulative impairment losses. Depreciation is provided on all tangible fixed assets, other than freehold land, at rates calculated to write off the cost, less estimated residual value, of each asset evenly over its expected useful life, as follows:

Office equipment	20% reducing balance
Plant and machinery	20% reducing balance

Assets

Basic financial assets are initially recognised at transaction price including any transaction costs and subsequently measured at amortised cost determined using the effective interest method.

Liabilities

Basic financial liabilities are initially recognised at transaction price net of any transaction costs and subsequently measured at amortised cost determined using the effective interest method.

2 Analysis of income

	2023	2022
	£	£
Donations and legacies:		
Donations	14,227	12,132
Grants	51,680	58,473
	<u>65,907</u>	<u>70,605</u>
Charitable activities:		
Community Car Scheme	520	11,232
GAVO	10,000	-
Duke of Edinburgh membership fees	1,960	-
Welsh Ambulance Car service	(250)	478
	<u>12,230</u>	<u>11,710</u>
	2023	2023
	£	£
Investment income:		
Interest receivable	7	-
	<u>7</u>	<u>-</u>
Total income	<u>78,144</u>	<u>82,315</u>

Crickhowell Volunteer Bureau
Notes to the Accounts
for the year ended 31 March 2023

3 Analysis of expenditure	2023	2022
	£	£
Raising funds:		
Advertising and PR	240	250
Fundraising expenses	693	-
	<u>933</u>	<u>250</u>
 Charitable activities:		
Growth Project costs	22,773	33,202
Employee costs	39,738	31,373
Admin and running expenses	15,346	7,519
	<u>77,857</u>	<u>72,094</u>
	2023	2022
	£	£
Other expenditure:		
Admin and running expenses	1,169	774
Independent examiner's fees	720	-
	<u>1,889</u>	<u>774</u>
 Total expenditure	 <u>80,679</u>	 <u>73,118</u>

4 Independent examination fees

The independent examiners' fees for the year ending 31st March 2023 were £720.00 and were unpaid at the yearend.

5 Employees	2023	2022
	Number	Number
Average number of persons employed by the charity	<u>2</u>	<u>2</u>

6 Tangible fixed assets

	Office equipment £	Plant and machinery £	Total £
Cost			
At 1 April 2022	8,423	-	8,423
Additions	2,220	6,712	8,932
Disposals	(1,420)	-	(1,420)
At 31 March 2023	<u>9,223</u>	<u>6,712</u>	<u>15,935</u>
Depreciation			
At 1 April 2022	7,911	-	7,911
Charge for the year	547	1,342	1,889
On disposals	(1,420)	-	(1,420)
At 31 March 2023	<u>7,038</u>	<u>1,342</u>	<u>8,380</u>
Net book value			
At 31 March 2023	<u>2,185</u>	<u>5,370</u>	<u>7,555</u>
At 31 March 2022	<u>512</u>	<u>-</u>	<u>512</u>

Crickhowell Volunteer Bureau
Notes to the Accounts
for the year ended 31 March 2023

7 Debtors	2023	2022
	£	£
Other debtors	4,272	16,841

8 Creditors: amounts falling due within one year	2023	2022
	£	£
Trade creditors	703	1,087
Accruals	719	-
Taxation and social security costs	174	-
Other creditors	-	10,031
	<u>1,596</u>	<u>11,118</u>

9 Funds	Fund balances brought forward	Income	Expenditure	Transfers	Fund balances carried forward
	£	£	£	£	£
Unrestricted funds	25,292	78,137	(80,765)	-	22,664
Restricted Funds	-	7	(174)	-	(167)
	<u>25,292</u>	<u>78,144</u>	<u>(80,939)</u>	<u>-</u>	<u>22,497</u>

10 Analysis of net assets between funds	Unrestricted funds	Restricted funds	Total
	£	£	£
Fixed assets	7,555	-	7,555
Current assets	18,150	-	18,150
Current liabilities	(1,596)	-	(1,596)
Net assets as at 31st March 2023	<u>24,109</u>	<u>-</u>	<u>24,109</u>

11 Transactions with Trustees and related party transactions

No Trustee received remuneration or benefits from the charity during the year ending 31st March 2023 for their role as trustee (2022: £nil). A trustee was also a volunteer driver for the charity and was reimbursed at the approved HMRC mileage rate.

Crickhowell Volunteer Bureau
Detailed income and expenditure account
for the year ended 31 March 2023

This schedule does not form part of the statutory accounts

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Donations and legacies:				
Donations	14,227	-	14,227	12,132
Grants - Befriending	6,400	-	6,400	-
Grants - Duke of Edinburgh Scheme	10,000	-	10,000	-
Grants - Flood Warden Scheme	1,612	-	1,612	-
Grants - Lottery Funding	-	-	-	9,860
Grants - Maesyfanen	6,000	-	6,000	-
Grants - Moondance Covid-19	8,000	-	8,000	-
Grants - P.A.V.O. - Core Funding	13,592	-	13,592	15,562
Grants - P.A.V.O. - Rural Friendship	-	-	-	20,950
Grants - Powys County Council	4,716	-	4,716	10,720
Grants - Powys Teaching Heath Board	1,360	-	1,360	1,381
	<u>65,907</u>	<u>-</u>	<u>65,907</u>	<u>70,605</u>
Charitable activities:				
Community Car Scheme	520	-	520	11,232
Duke of Edinburgh membership fees	1,960	-	1,960	-
GAVO	10,000	-	10,000	-
Welsh Ambulance Car service	(250)	-	(250)	478
	<u>12,230</u>	<u>-</u>	<u>12,230</u>	<u>11,710</u>
Investment income:				
Interest receivable	-	7	7	-
	<u>-</u>	<u>7</u>	<u>7</u>	<u>-</u>
Total income	<u>78,137</u>	<u>7</u>	<u>78,144</u>	<u>82,315</u>
Expenditure on:				
Raising funds:				
Advertising and PR	240	-	240	250
Fundraising expenses	693	-	693	-
	<u>933</u>	<u>-</u>	<u>933</u>	<u>250</u>

Crickhowell Volunteer Bureau
Detailed income and expenditure account
for the year ended 31 March 2023

This schedule does not form part of the statutory accounts

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Charitable activities:				
Growth Project costs - Befrienders	4,771	-	4,771	7,246
Growth Project costs - Covid-19	-	-	-	1,605
Growth Project costs - Santa appeal	2,660	-	2,660	-
Growth Project costs - Defibrillator project	140	-	140	3,929
Growth Project costs - Duke of Edinburgh Scheme	15,202	-	15,202	20,422
Growth Project Costs - Halloween Group Activity	86	-	86	-
Employee costs - Wages and salaries	38,712	-	38,712	30,417
Employee costs - Employer's NI	2,939	-	2,939	-
Employee costs - Employment Allowance	(2,939)	-	(2,939)	-
Employee costs - Pensions	1,026	-	1,026	956
Payroll support costs	267	-	267	748
Legal and professional costs	1,728	-	1,728	160
Rent	6,113	-	6,113	3,656
Telephone and fax	330	-	330	655
Stationery, printing and postage	2,489	174	2,663	2,050
Subscriptions	330	-	330	71
Depreciation	1,889	-	1,889	128
Group activity refreshments	365	-	365	-
Group activity coffees	769	-	769	-
Motor expenses	991	-	991	-
Sundry expenses	75	-	75	51
	77,943	174	78,117	72,094
Other expenditure:				
Insurance	936	-	936	774
Accountancy fees	233	-	233	-
Independent examiner's fees	720	-	720	-
	1,889	-	1,889	774
Total expenditure	80,765	174	80,939	73,118