

Registered charity number
1017496

Crickhowell Volunteer Bureau
Report and Unaudited Accounts
31 March 2025

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

Trustees

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

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 2025. 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
Gerwyn John Morris
Vaughan Ian Bennett
Mike Davies - Treasurer
Chloe Masefield

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

The dedication and support of our team of volunteers and staff members 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 did within the community during this financial year:-

- * We successfully run the Community Car Scheme to provide patient transport to and from hospitals. A total of 1001 medical journeys were completed during the year.
- * We ran 577 group sessions during the year and continue to offer 1:1 befriending.
- * We offer a prescription delivery service. A total of 678 were collected and delivered.
- * 128 new volunteers were recruited and placed.
- * We manage the Duke of Edinburgh scheme - completed 15 expeditions and signed up 121 D of E participants.
- * We manage 15 Defibrillators in the locality.

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Trustees' Report

- * We undertook events marshalling in the locality, including a local trail race.
- * We organised and ran stalls at the Crickhowell Rotary Duck Race.
- * We organised a drop in Menopause Clinic which was a huge success.
- * We organised 20 volunteers to marshal at Crickhowell Health Centre Flu Vaccinations held at Cwrt Y Gollen.
- * One of our D of E students undertook a 100 mile Canoe Challenge to raise funds for our D of E project.
- * We held our CVB Launch Open day.
- * We organised for a group of our D of E students to assist Crickhowell Town Council with Litter Picking/Bench Painting/Bulb Planting.
- * We assisted a local family to plan their relative's funeral helping to apply to DWP for financial assistance.
- * We provided First Aid cover at the Caffi Croeso Open Day Fundraiser & Annual Event and at the Caffi Croeso Elvis concert.
- * We held a number of Volunteer Coffee Mornings, hosted a Christmas Film Night, and assisted with the Christmas Late Night Opening.
- * We organised the Christmas Grotto and Santa handed out around 80 presents.
- * We organised and delivered 65 Christmas Food Hampers to the elderly in our community.

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

Dementia Friendly Crickhowell
Cancer Research Wales (Crichowell 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 volunteer organisations)
The National Lottery
Post code lottery
The Green Man festival
Welsh ambulance service

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.

Crickhowell Volunteer Bureau

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Trustees' Report

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 .../.../2025 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 2025

We report on the examination of the accounts of Crickhowell Volunteer Bureau for the year ended 31 March 2025 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

.../.../2025

**Crickhowell Volunteer Bureau
Profit and Loss Account
for the year ended 31 March 2025**

	Note	Unrestricted funds 2025 £	Restricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
Income	2				
Donations and legacies		55,205	24,133	79,338	85,050
Charitable activities		26,576	-	26,576	18,212
Other income		-	359	359	108
Total income		<u>81,781</u>	<u>24,492</u>	<u>106,273</u>	<u>103,370</u>
Expenditure	3				
Raising funds		998	-	998	881
Charitable activities		65,962	33,817	99,779	81,771
Other expenditure		2,178	300	2,478	2,169
Total expenditure		<u>69,138</u>	<u>34,117</u>	<u>103,255</u>	<u>84,821</u>
Net income		<u>12,643</u>	<u>(9,625)</u>	<u>3,018</u>	<u>18,549</u>
Transfers between funds		-	-	-	-
Net movement in funds		<u>12,643</u>	<u>(9,625)</u>	<u>3,018</u>	<u>18,549</u>
Reconciliation of funds:					
Total funds brought forward		22,551	20,107	42,658	24,109
Total funds carried forward		<u>35,194</u>	<u>10,482</u>	<u>45,676</u>	<u>42,658</u>

Crickhowell Volunteer Bureau
Registered number:
Balance Sheet
as at 31 March 2025

	Notes	Total funds 2025 £	Total funds 2024 £
Fixed assets			
Tangible assets	6	21,123	8,780
Current assets			
Debtors	7	370	-
Cash at bank and in hand		33,023	36,382
		<u>33,393</u>	<u>36,382</u>
Creditors: amounts falling due within one year	8	(8,840)	(3,261)
Net current assets		<u>24,553</u>	<u>33,121</u>
Total assets less current liabilities		<u>45,676</u>	<u>41,901</u>
Net assets		<u>45,676</u>	<u>41,901</u>
Funds			
Unrestricted funds		35,194	22,551
Restricted funds		10,482	20,107
Total funds		<u>45,676</u>	<u>42,658</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

Cyril Teasdale

Approved on/....../2025

Cyril Teasdale
Chair of the Trustees

Crickhowell Volunteer Bureau
Notes to the Accounts
for the year ended 31 March 2025

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

	2025	2024
	£	£
Donations and legacies:		
Donations	21,704	20,809
Grants	57,634	64,241
	<hr/> 79,338	<hr/> 85,050
Charitable activities:		
Community Car Scheme	2,987	635
GAVO	8,000	14,000
Duke of Edinburgh membership fees	3,110	200
Welsh Ambulance Car service	6,892	1,418
Santas Grotto table hire	329	277
Line Dancing	3,534	1,413
Membership fees	-	-
Other income inc Panto Tickets	1,724	269
	<hr/> 26,576	<hr/> 18,212

**Crickhowell Volunteer Bureau
Notes to the Accounts
for the year ended 31 March 2025**

	2025	2025
	£	£
Investment income:		
Interest receivable	359	108
	<u>359</u>	<u>108</u>
Total income	<u>106,273</u>	<u>103,370</u>
3 Analysis of expenditure	2025	2024
	£	£
Raising funds:		
Advertising and PR	561	320
Fundraising expenses	437	561
	<u>998</u>	<u>881</u>
Charitable activities:		
Growth Project costs	30,528	25,958
Employee costs	45,617	39,964
Admin and running expenses	23,634	15,849
	<u>99,779</u>	<u>81,771</u>
	2025	2024
	£	£
Other expenditure:		
Admin and running expenses	1,669	1,413
Independent examiner's fees	809	756
	<u>2,478</u>	<u>2,169</u>
Total expenditure	<u>103,255</u>	<u>84,821</u>

4 Independent examination fees

The independent examiners' fees for the year ending 31st March 2025 were £808.80 and were unpaid at the yearend.

5 Employees	2025	2024
	Number	Number
Average number of persons employed by the charity	<u>3</u>	<u>2</u>

Crickhowell Volunteer Bureau
Notes to the Accounts
for the year ended 31 March 2025

6 Tangible fixed assets

	Office equipment £	Plant and machinery £	Total £
Cost			
At 1 April 2024	9,223	10,132	19,355
Additions	5,527	12,097	17,624
Surplus on revaluation	-	-	-
Disposals	-	-	-
At 31 March 2025	<u>14,750</u>	<u>22,229</u>	<u>36,979</u>
Depreciation			
At 1 April 2024	7,475	3,100	10,575
Charge for the year	1,455	3,826	5,281
Surplus on revaluation	-	-	-
On disposals	-	-	-
At 31 March 2025	<u>8,930</u>	<u>6,926</u>	<u>15,856</u>
Net book value			
At 31 March 2025	<u>5,820</u>	<u>15,303</u>	<u>21,123</u>
At 31 March 2024	<u>1,748</u>	<u>7,032</u>	<u>8,780</u>

7 Debtors

	2025 £	2024 £
Prepayments	370	-
	<u>370</u>	<u>-</u>

8 Creditors: amounts falling due within one year

	2025 £	2024 £
Trade creditors	1,099	1,116
Accruals	1,267	757
Deferred grant income	5,958	-
Taxation and social security costs	516	631
Other creditors	-	757
	<u>8,840</u>	<u>3,261</u>

9 Funds

	Fund balances brought forward £	Income £	Expenditure £	Transfers £	Fund balances carried forward £
Unrestricted funds	22,551	81,781	(69,138)	-	35,194
Restricted Funds	20,107	24,492	(34,117)	-	10,482
	<u>42,658</u>	<u>106,273</u>	<u>(103,255)</u>	<u>-</u>	<u>45,676</u>

10 Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total £
Fixed assets	15,165	5,958	21,123
Current assets	22,911	10,482	33,393
Current liabilities	(2,882)	(5,958)	(8,840)
Net assets as at 31st March 2025	<u>35,194</u>	<u>10,482</u>	<u>45,676</u>

**Crickhowell Volunteer Bureau
Notes to the Accounts
for the year ended 31 March 2025**

11 Transactions with Trustees and related party transactions

No Trustee received remuneration or benefits from the charity during the year ending 31st March 2025 for their role as trustee (2024: £nil). A trustee was also a volunteer driver for the charity and was reimbursed at the approved HMRC mileage rate. A Trustee also provides training on a self employed basis.

Crickhowell Volunteer Bureau
Detailed profit and loss account
for the year ended 31 March 2025

This schedule does not form part of the statutory accounts

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
Donations and legacies:				
Donations	21,704	-	21,704	20,809
Grants Award Scheme	-	-	-	1,340
Grants - Befriending	-	-	-	20,800
Grants - Bringing people together	-	7,681	7,681	7,681
Grants - Duke of Edinburgh Scheme	-	14,463	14,463	19,722
Deferred Grant Income for Capital Expenditure	-	1,489	1,489	-
Grants - Flood Warden Scheme	-	500	500	-
Grants - P.A.V.O. - Core Funding	27,183	-	27,183	7,983
Grants - Powys County Council	6,318	-	6,318	5,736
Grants - Powys Teaching Health Board	-	-	-	(21)
Grants - Tesco	-	-	-	1,000
	<u>55,205</u>	<u>24,133</u>	<u>79,338</u>	<u>85,050</u>
Charitable activities:				
Community Car Scheme	2,987	-	2,987	635
Duke of Edinburgh membership fees	3,110	-	3,110	200
GAVO	8,000	-	8,000	14,000
Welsh Ambulance Car service	6,892	-	6,892	1,418
Santas Grotto table hire	329	-	329	277
Line Dancing	3,534	-	3,534	1,413
Other income inc Panto Tickets	1,724	-	1,724	269
	<u>26,576</u>	<u>-</u>	<u>26,576</u>	<u>18,212</u>
Investment income:				
Interest receivable	-	359	359	108
Total income	<u>81,781</u>	<u>24,492</u>	<u>106,273</u>	<u>103,370</u>
Expenditure on:				
Raising funds:				
Advertising and PR	561	-	561	320
Fundraising expenses	437	-	437	561
	<u>998</u>	<u>-</u>	<u>998</u>	<u>881</u>
Charitable activities:				
Growth project costs:				
Growth Project costs - Befrienders	5,990	-	5,990	3,118
Growth Project costs - Santa appeal	2,508	-	2,508	176
Growth Project costs - Defibrillator project	1,707	-	1,707	729
Growth Project costs - Duke of Edinburgh Scheme	1,387	17,438	18,825	21,935
Flood Warden Scheme - Restricted	-	1,498	1,498	-
Employee costs:				
Employee costs - Wages and salaries	29,440	14,881	44,321	38,689
Employee costs - Employer's NI	3,147	-	3,147	2,822
Employee costs - Employment Allowance	(3,147)	-	(3,147)	(2,822)
Employee costs - Pensions	1,026	-	1,026	980
Employee costs - Staff training and welfare	270	-	270	295
Admin and running expenses:				
Charitable donations	3,190	-	3,190	-
Volunteer training Costs	240	-	240	1,536
Payroll support costs	635	-	635	633
Legal and professional costs	210	-	210	15
Rent and hall hire	10,558	-	10,558	6,443
Telephone and fax	-	-	-	431
Stationery, printing and postage	831	-	831	2,047
Subscriptions	241	-	241	71
Repairs and maintenance	386	-	386	386
Depreciation	5,281	-	5,281	2,195
Group activity refreshments	1,142	-	1,142	1,214
Motor expenses	370	-	370	370
Software	363	-	363	316
Sundry expenses	187	-	187	192
	<u>65,962</u>	<u>33,817</u>	<u>99,779</u>	<u>81,771</u>
Other expenditure:				
Insurance	915	300	1,215	1,079
Accountancy software	454	-	454	334
Independent examiner's fees	809	-	809	756
	<u>2,178</u>	<u>300</u>	<u>2,478</u>	<u>2,169</u>
Total expenditure	<u>69,138</u>	<u>34,117</u>	<u>103,255</u>	<u>84,821</u>