

Registered number: 02987866
Charity number: 1042475

Council for Voluntary Service (Medway)

Operating as:

Medway Voluntary Action

(A company limited by guarantee)

Unaudited

Trustees' report and financial statements
for the year ended 31 December 2023

Medway Voluntary Action
(A company limited by guarantee)

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Medway Voluntary Action
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**Reference and administrative details of the company, its Trustees and advisers
for the year ended 31 December 2023**

Trustees

P C Stokes, Chairman
T A Clarke, Vice Chair
G Viggers
L Riley (resigned 8 February 2024)
A R R Graham
J D McConville
Y Qureshi
D Green (resigned 21 November 2023)
L McVeigh
S D Danton
S Milford-Kemp

Company registered number

02987866

Charity registered number

1042475

Registered office

5A New Road Avenue
Chatham
ME4 6BB

Chief executive officer

J Howard

Accountants

Kreston Reeves LLP
Chartered Accountants
Montague Place
Quayside
Chatham Maritime
Chatham
Kent
ME4 4QU

Bankers

Co-operative Bank plc
6 Olympic Court
Montford Street
Salford
M5 2QP

Medway Voluntary Action
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Trustees' report
for the year ended 31 December 2023

The Trustees present their annual report together with the financial statements of the company for the 1 January 2023 to 31 December 2023. The Annual report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019). As a result of a re brand in August 2014, the company is now operating as Medway Voluntary Action (MVA), the name contained within the rest of this report.

Since the company qualifies as small under section 382 of the Companies Act 2006, the Strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Objectives and activities

a. Policies and objectives

The principal objects of the company are to promote any charitable object or purpose for the benefit of the community, primarily but not exclusively, within the Medway area and in particular, but not exclusively, the following:

1. The provision, or assistance in the provisioning of, the development of facilities in the interest of social welfare, including social activities, with the object of improving the conditions of life for the local community.
2. To provide for the protection of health, and the relief of poverty, distress and sickness.
3. The advancement of education and learning.

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, including the guidance 'Public benefit: running a charity (PB2)'.

b. Strategies for achieving objectives

Medway Voluntary Action is a local development support organisation that leads, facilitates and supports a thriving Voluntary and Community Sector (VCS) in Medway.

Our mission is to:

Be a catalyst for social change to support and empower Medway communities to come together to help improve lives and solve problems that are important within their communities.

Our strategic aims are:

- To be a central hub of information, support and guidance
- To seed and nurture sustainable local projects
- To be the mandated voice of the VCS to influence local services, represent its views and facilitate cross-sector dialogue
- To maximise opportunities for income generation, funding and sustainability for the VCS

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Trustees' report (continued)
for the year ended 31 December 2023

Objectives and activities (continued)

c. Activities undertaken to achieve objectives

Established in 1989 and now embedded within Medway's communities for over 30 years, MVA has a strong history of supporting and representing Voluntary, Community and Social Enterprise Faith (VCS or VCSEF) organisations in Medway and now increasingly into Swale.

MVA continues to work towards a Medway and Swale where communities are active, empowered and connected. We support local not-for-profit organisations, groups and community members to develop skills, build resources and amplify their voice.

2023 was a significant year for MVA to excel at meeting our objectives – we would like to share the evidence - please find our latest Outcomes Report on the link below to see what we have been doing for, and with the VCSEF (Voluntary, Community, Social Enterprise and Faith Sector) in Medway and Swale to 'grow' the Sector and increase capacity to effectively deliver to our 'least served' communities.

<https://bit.ly/43sw5Wu>

The following is a more detailed account of the work streams undertaken by MVA.

Infrastructure Contract

This was the last year of the current contract. We successfully secured another 3 + 1 +1 year contract which commenced on 01 January 2024.

The three key objectives for this contract are:

1. Community Capacity building
2. Engagement & Representation, Promotion & Networking
3. Development of Volunteering

Year on year trends show marked improvement in outcomes some of which are featured below:

Income generation

During 2023, MVA supported 406 unique organisations with Income generation, Governance & Back-office support, many on more than one occasion (24,238 interactions throughout the year, almost double that of 2022), 47% of organisations returning for continued support, a slight decrease on last year, which we consider a positive sign.

Funding

58 attended our Funding Club which met online on 9 occasions during 2023. Topics included:

- Data sources for Funding Applications.
- Corporate Social Responsibility and Corporate Sponsorship (Funding for All)
- The National Lottery Community Fund
- Macmillan, Community Health Catalysts and Involving Medway & Swale funding pots
- Core Costs
- Quick Wins, Small Grants, Minimal Effort
- Networking session
- Fund raising events
- Ward funds from Councillors

We started offering our Funding surgeries with a 20 minute session offered once per month and a Funding drop in sessions once per month.

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Trustees' report (continued) **for the year ended 31 December 2023**

Objectives and activities (continued)

We delivered 16 1:1 sessions on Fundraising and Governance support. The topics covered included: full cost recovery, links to various governance and fundraising sites, support with refused Charity set up applications, charitable purposes, Public Benefit, top tips on funding applications and reference for funding applications.

We continue to maintain close working relationships between Stronger Kent Communities, Funding for All, Kent Community Foundation (KCF) as well as the Better Together Consortium members KAB, Carers First, Medway and Healthwatch Medway and the newly established Consortium in Swale, Swale Voluntary Alliance (SVA) of which we are part.

We were able to report that organisations MVA support have been successful in securing £928,891 into the sector, by organisations we supported during 2023. Since 2019 we have supported the VCSEF to fundraise c£6.5m, a return for Medway Council of £13 for every £1 invested via the MVA Infrastructure contract.

Polls

MVA Satisfaction polls met 100% of targets set for 2023, with overachievement on all satisfaction and Income Generation satisfaction polls conducted. Below is a sample of accompanying comments:

“We feel part of a community, are very aware of the benefits of this, and are keen to put in as well as receive support (which has been incredibly useful in terms of being informed)”

“Fantastic organisation, very knowledgeable and passionate”

“MVA and their staff are very approachable, prompt with their responses and we are fortunate to have such an organisation in Medway, who can be the spokesperson for the whole of VCS.”

“MVA are providing a great service in the community, keeping different communities in contact with each other. This is a great boon.”

Volunteering and Medway Volunteer Network (MVN)

We supported with:

- Volunteer recruitment
- Promotion of new Volunteer Programmes
- Volunteer strategies
- Production of volunteer Assets
- Employment Supported Volunteering (ESV)
- Medway Change Makers: a volunteer programme specifically to increase volunteering within the arts and culture sector and enable accessibility to those underrepresented groups in volunteering including Disabled people.
- Medway Volunteer Network - supporting 57 local VCS organisations
- Planning and executing celebrations for National Volunteers Week which took place between 1-7 June. It is a huge calendar event every year when collectively we have the chance to recognise and celebrate the contributions made by local people in Medway giving the gift of time through a variety of volunteering opportunities in our communities. It is a time to say thanks and every year MVA organises activities that all of Medway's Volunteers and VCSEF organisations can get involved in.

This year was one of the best campaigns to date, we saw MVA's two newest (teddy bear) volunteers 'Viv & Vic', go out on tour in Medway visiting local voluntary organisations & groups passing on messages of thanks to local volunteers. Our #MedwayHeroes Campaign came back by popular demand where we shared individual local volunteer's stories. We offered all of Medway's volunteers the opportunity to tell the world what volunteering means to them. These stories were then (and still are) displayed online throughout Volunteers Week at www.mva.org.uk/volunteering. At the end of Volunteers' week, we showcased all the good work Viv & Vic undertook in a video which we shared with the sector. Pictures can be seen at Appendix 3 or watch the video on the link below on our you tube channel:

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Trustees' report (continued)
for the year ended 31 December 2023

Objectives and activities (continued)

MVA & Viv & Vic on their travels throughout Medway celebrating National Volunteer Week 2023

Directory of Services

We are moving away from our old provider managing our Directory of Services to a new provider and are implementing a new and exciting seed funding and recognition programme which will bring further funds into the VCSEF sector to help with sustainability:

Joy Marketplace. A social prescribing directory of services for Medway and Swale

MVA is proud to be working with Medway Council and Medway and Swale Health and Care Partnership to deliver Joy! In Medway and Swale. Joy marketplace is a web based platform that connects social prescribing link workers with the Voluntary Community Social Enterprise & Faith sectors (VCSEF). Social prescribing is linking individuals with activities that can have a positive impact on their health and well-being. For the first time, a person by person payment is now available to the VCSEF provider of this activity to enable them to 'grow' provision in addition to a seed funding pot available on application to capacity build the VCSEF.

To date the Joy platform contains 630 Social Prescribing activities being delivered by 145 organisations. This number grows daily.

North Kent Training Services

We continue to develop, or externally source, online training resources to support the sector and offer in-house training solutions for any organisation requiring this (either face to face or online). We have also been engaging with Medway and Swale Health Care Partnership to support the upskilling of clinical staff working in community settings focused upon the care closer to home priorities.

To support the VCS through the operational challenges presented by the Cost of Living crisis we have developed a dedicated free training page on our website; this includes links to training videos hosted on YouTube and e-learning platforms.

Our training service will continue to monitor the needs of the VCS and the overall training landscape in the coming year with the aim of providing agile and responsible support and development opportunities.

Cost of Living Crisis

Despite the Cost of Living Crisis, the VCSEF in Medway continue to seek ways to work together, under a range of mechanisms facilitated by MVA, to face the challenges and threats presented to their organisations. MVA maintain an ongoing online VCS Cost of Living Poll – and this currently indicates that 88% of Medway's VCSEF are being impacted by the crisis.

Through our ongoing response to the Cost of Living Crisis, MVA have developed two dedicated webpages:

- Local residents can find details for support available locally and nationally to help them: www.mva.org.uk/individuals/cost-of-living-crisis
- Voluntary and Community groups and organisations can also find support and guidance to help them navigate this crisis: <https://www.mva.org.uk/advice-and-support/cost-of-living-crisis>.

We hosted a summit for Voluntary and Community Sector organisations/groups and other local stakeholders in 2023 – the aim of which was to provide opportunities to network with peers and to explore the local response to the Cost of Living Crisis.

We are continuously updating our Cost of Living pages with organisations that can provide guidance and assistance during this crisis in all areas.

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Trustees' report (continued)
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Objectives and activities (continued)

Involving Medway & Swale (IMS)

A partnership between community organisations and Medway & Swale Health and Care Partnership aimed at building healthier communities.

In the last few years, the Involving Medway & Swale programme engaged with residents on the topics of COPD (Chronic Obstructive Pulmonary Disease) and Diabetes.

The programme also provided VCS groups and organisations opportunities to access community grant funding to co-develop 'quick win' initiatives with their service users in response to the issues which are identified during the Focus Group activities - supporting a goal of 'meaningful engagement, lasting change'.

During the summer of 2023 we worked with Dr Warren Hickson on a separate study called "Living Labs" on cardio-vascular disease (CVD) with focus groups in the most deprived parts of Medway and Sheerness.

Befriending

The Befriending Programme continues to be delivered in 2023 by MVA, in partnership with Carers First and wHoo Cares who delivered telephone befriending and Swale CVS (Swale Community and Voluntary Services) who run regular groups and outings for their members.

The Programme is now established as an innovative way of connecting people who have become isolated and lonely and who often have become disconnected with their local communities. There have been 354 referrals received this year from a range of professionals, as well as friends and family of those needing social engagement with others in the community. Connecting with others has enabled our members to improve their mental wellbeing with 67% self-reporting this.

Having a mixture of services on offer has ensured that people who have been referred to the service are able to access the best service to support them. 60% of people self-reported that they were able to improve or maintain their social connections.

We have supported Members through regular bi-weekly group meetings at various locations in Medway and in addition to this, a grant was secured from Kent Community Foundation to enhance the programme and enable the Befriending team to deliver an additional 18 sessions which included Bingo sessions, Seated Dance exercise and Cream team events. These extra activities have enabled our members not only to participate in social activities that they may have veered away from during the past few years but also increase their physical health through gentle exercise. The Bingo and Seated Dance sessions were very popular with our Members and sessions have continued on a monthly basis.

Bi-weekly coffee mornings have taken place in various locations around Medway to ensure that the opportunity to attend is available to all of Medway's populations and in addition to this we have introduced Horticultural therapy activity sessions which have been delivered by a volunteer who was previously a recipient of the service.

Test Bed Fund

The Test Bed Fund is funded by the Medway and Swale Health and Care Partnership and overseen by the Test Bed Fund Board. 30 organisations operating in Medway and Swale applied to the fund and 13 projects were successful in receiving grants to deliver projects benefitting those who were isolated and lonely in their community. These projects provided 464 sessions and 1845 people benefitted from a variety of activities that included music, fitness, cookery sessions and woodcraft. These activities were also successful in helping to strengthen community cohesion through befriending services.

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Trustees' report (continued)
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Objectives and activities (continued)

VCS Transformation Academy and Alliance

The Lottery funded VCS Transformation Academy and Alliance entered its second year in 2023. The first year goal was to help improve the sustainability of Medway's VCSEF groups and organisations (whatever their size) by delivering initiatives around Corporate Social Responsibility (CSR), which is ongoing, and Staff/Volunteer Recruitment (successfully delivered) in order to achieve this.

Free resources around recruitment are now available on the MVA website. The planned CSR Event was delayed in 2023 and will be taking place in 2024. The second year goal, decided by the members, was to increase the sector's capacity, ability and skills to demonstrate and communicate the impact of their work in order to improve their credibility and sustainability and improve local lives.

The Transformation Academy members have given almost double the amount of hours under 'generous leaders' i.e working for the greater good of the VCSEF, compared to 2023 with 750 hours (260 hours in 2023). In 2023 we had training sessions and will continue to upskill the members with further training sessions in 2024.

The Transformation Alliance also launched in 2023 and MVA continue to recruit to this with largely 'back office' offers to the sector, by the sector.

Community Health Catalyst 2023

Funding for the Community Health Catalyst Programme from Medway & Swale Health and Care Partnership was extended until 31st August 2024 and entered its second year of delivery during 2023. Working with the local VCSEF sector, we have engaged with communities from the NHS 'Core 20 PLUS 5' health inclusion groups across Medway and Swale. People belonging to inclusion groups tend to have very poor health outcomes, often much worse than the general population and a lower average age of death. This contributes considerably to increasing health inequalities.

The communities identified as experiencing the worst health inequalities are Homeless, Drug & Alcohol, LGBTQIA+, BAME, Vulnerable Migrants, Gypsy, Roma & Traveler, Ex-Offenders, Victims of Modern Slavery, Multi-Morbidities, Mental Health, Sex Workers and Coastal Communities.

Since the project began, we have engaged with 1133 people across Medway and Swale and held listening groups and individual interviews with 246 people from 10 health inclusion groups, to understand the personal impact of health inequalities on their wellbeing and what they feel is needed to overcome these issues.

We have signposted 133 individuals to other support services and delivered 18 Local Asset and Signposting Plans to VCSEF groups and their service users, supporting communities to engage with the plan, access local support including NHS screening services, housing advice, food banks, energy saving advice, suicide prevention and support, befriending services, local activities, education and training opportunities and much more.

The Programme is moving into delivering outcomes through social prescription funding and has so far funded yoga sessions, art materials, seated exercise, group therapy and a wellbeing event. With the new appointment of a community accelerator in 2024 the focus will be demonstrating the impact of the Programme and encouraging take up of the Kent and Medway Community Chest Fund.

NIHR – National Institute of Health Research

MVA have been working with the National Institute for Health Research (NIHR) during this last year. The NIHR is the research arm of the NHS.

MVA have been promoting how people can get involved with health research at various different events. Some of our own staff plus volunteers across the VCSEF have been recruited as Community Research Champions to raise the profile of and recruit others to take part in vital health research.

For more details please refer to Be Part Of Research (nih.ac.uk)

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Trustees' report (continued)
for the year ended 31 December 2023

Objectives and activities (continued)

We will be working again with NIHR for a further year.

REN – Research Engagement Network

Research Engagement Network is a national version of the work that MVA are already doing locally with NIHR.

Funding has been made available from NHS England to develop a Research Engagement Network [REN] Programme. MVA will be working in partnership with local VCSEF organisations to deliver elements of this programme – in particular to arrange training sessions and recruit Community Research Champions (CRCs) from these training sessions. Those that sign up as a CRC are then invited to become a part of a local CREN (Community Research Engagement Network).

Swale Voluntary Alliance (SVA)

Swale Voluntary Alliance's mission is to support the VCSEF sector to become stronger together in the Swale area of Kent.

This initiative will give VCSEF groups and organisations - whatever their shape or size - opportunities to network, collaborate and develop shared solutions to the matters that are important to them.

SVA will be hosting three collaboration and networking events at a hyper-local level, with subsequent events bringing everybody together across the Swale area.

Funding for this 18 month project has been sourced from UK Shared Prosperity funding, via Swale Borough Council. The application for funding was submitted by a Consortium of organisations in Swale – MVA are part of this Consortium. MVA are playing a major role in the delivery of the project.

Medway Makers Project (Spirit 2012 funding)

Medway Makers, managed by Ideas Test, is now fully underway with volunteers registering and supporting events. The aim of the project is to increase the number of volunteers in the arts and cultural sectors in Medway including those who do not normally volunteer. MVA's contribution to the joint partnership is to support with the promotion and recruitment of volunteers as well as advise on volunteer related matters. We also manage the collation and reporting of the data from the surveys and focus groups.

SKC/MVA Partnership

This is the first time we have worked directly on a joint initiative with Stronger Kent Communities (SKC). Interest in our Transformation Academy project has generated significant interest in Kent. Funding became available from KCC to fund VCSEF 'infrastructure like' activities in Kent through Kent Community Foundation. 9 organisations across Kent were successful with bidding for funding, one of which was SKC with MVA as the delivery partner. Our combined offer is to take the Transformation Academy out to Kent with a total of 9 sessions in 3 separate areas of Kent, (sessions 1,2 and 3 in each area) + 1 near the completion of the project to bring the participants from all three areas together with one event. Combined with our work in Swale, this is another first experience of working in Kent and the MVA brand has been well received. It is likely that we will see further work of this nature with Kent organisations.

Macmillan Year of Listening (Medway and Swale)

Medway and Swale areas underperform in many cancer system indicators and there are diverse inequalities in engagement with cancer services in these areas.

The aim of the programme has been to work in partnership with local Voluntary and Community organisations, as well as delivering events within the local community, to understand the barriers and challenges people are experiencing in accessing local cancer treatment and support services.

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Trustees' report (continued)
for the year ended 31 December 2023

Objectives and activities (continued)

Engagement activities focused on people from one of five community characteristics which included people aged over 60, people living with a disability/limited daily activities, people of the Global Majority (formerly BAME), people from LGBTQIA+ communities and those from coastal towns and/or geographic areas experiencing high deprivation.

Cancer survival rates in Medway and Swale have been among the lowest in the country for some time, particularly for lung cancer. This Year of Listening has been vital in order to tackle this situation and to understand what the obstacles are.

We engaged with 903 respondents - at events, focus groups, surveys, via WhatsApp sessions and using out ICL (Interactive Community Listening) model. The easy read version of the report will soon be available on our website along with the full report.

"I often feel like what I'm saying to various clinicians is falling on deaf ears. I definitely don't feel listened to."
Sally, Case Study.

This project lasted for one year and there is no further continuation funding on this for the time being.

d. Main activities undertaken to further the company's purposes for the public benefit

MVA is located in a central and accessible position within Medway and acts as focal point for local charities and community groups. In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit, including the guidance 'public benefit: running a charity (PB2)'.

Achievements and performance

Since the inception of its previous Infrastructure contract with Medway Council, MVA has supported its core operation, primarily from past reserves, while seeking to establish further projects funded from related restricted funds.

Financial review

Income has increased from £581,100 in 2022 to £820,349 in 2023. Expenditure has increased from £563,216 in 2022 to £793,500 in 2023. This has resulted in a net surplus of £26,849 (2022: £17,884).

a. Going concern

After making appropriate enquiries, 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.

b. Reserves policy

The Trustees have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the charity should be 6 months of the annual resources expendable, which equates to £137,740 and the requisite transfer, £127,724, has been made from the Service Development Designated Fund to meet this requirement.

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Trustees' report (continued)
for the year ended 31 December 2023

c. Principal funding

The principal funding of the charity is derived from the Infrastructure contract with Medway Council established in 2013. After a successful tendering process MVA have been awarded a new 3 year contract until December 2026. with possibility of 1 + 1 additional years. MVA has also been successful in the renewal of the Befriending project into a further year, the continuation of the Involving Medway contract, Community Health Catalyst programme and receiving funding for a small number of projects that relate to the core work of MVA.

MVA continue to seek opportunities to seek funding and collaborative working opportunities to maintain sustainability and continue to support the sector and its residents.

Structure, governance and management

a. Constitution

Council for Voluntary Service (Medway) is a company limited by guarantee governed by its Memorandum and Articles of Association dated 20 September 1994 and is a registered charity number 1042475.

b. Methods of appointment or election of Trustees

The power of appointment of Trustees is vested in the existing trustees, subject to ratification at the Annual General Meeting. Trustees are recruited from a wide range of backgrounds to ensure an appropriate mix of skills and experience in line with the values of the organisation

c. Organisational structure and decision-making policies

The role of the Board of Trustees is to set the Charity's strategic direction, monitor the delivery of its objectives, uphold its values and governance, and guide, advise and support the CEO, who is responsible for day to day management decisions and leads the team towards achieving the charity's vision and purpose.

d. Policies adopted for the induction and training of Trustees

New Trustees are provided with an induction pack and all Trustees are encouraged to attend appropriate training courses.

e. Pay policy for key management personnel

The Board of Trustees aim to pay senior staff a fair salary that is competitive within the charity sector and proportionate to the complexity of each role. The Trustees are responsible in line with our charitable objectives based on the following principle:

- To pay our staff an appropriate salary to attract and retain people with the leadership, experience, knowledge and skills required to lead the transformation we are undergoing.

f. Financial risk management

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

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Trustees' report (continued)
for the year ended 31 December 2023

Structure, governance and management (continued)

This work has identified that the reliance on the single contract with Medway Council and therefore the charity's longer term financial sustainability is the major financial risk for the Charity. This is reflected in the Reserves Policy, referred to above, and a key element in the management of financial risk is a regular review of available liquid funds to settle debts as they fall due, regular liaison with the bank, and active management of trade debtors and creditors balances to ensure sufficient working capital by the Trust. MVA is pro-actively seeking other contracts to mitigate this risk.

Plans for future periods

Future developments

In 2024 and beyond MVA aim to continue supporting the voluntary and community sector through times of further challenges to the VCS organisations and the communities it supports.

We will do this through:

- Consolidating the gains of working on the Joy Social Prescribing system and to deliver an impactful platform that supports both beneficiaries of Social Prescribing and the VCSEF organisations delivering them.
- As part of our infrastructure contract we will continue to support the sector and its sustainability for the benefit of the whole of Medway and wider demographic.
- Revamping our offer for volunteer and governance support as a result of the new Infrastructure contract.
- Establishing outreach infrastructure drop ins in community venues and libraries
- A streamlined and connected Infrastructure team who will continue to deliver this programme more effectively
- Ongoing improvements and developments for our Befriending Programme. We are welcoming new delivery partners, including one able to offer support for people experiencing mental health difficulties and developing a community connector function.
- Formally evaluating Medway Makers Programme to increase the number of Volunteers in the Creative Arts industries particularly from disadvantaged communities and using this intelligence to review our volunteer policies.
- Continued collaborative working with the voluntary and statutory organisations and local community, further strengthening relationships already developed and extending it.
- Building on the Partnership working with the VCS in Swale and community groups to provide a joined up support service across both Medway and Swale. We have joined the Swale Voluntary Alliance steering group and are working with them to deliver our collaboration toolkit with the local sector and manage the Shared Prosperity Fund VCSEF partnership delivery programme.
- Involving Medway & Swale will plan to carry on delivering on the health topics provided by the H&CP. We will continue to work with them and voluntary sector partners to provide health engagement, providing insight into key findings into system changes, and support community co-development and funding to deliver 'quick wins' within communities.
- NIHR (Research Ready Communities) programme will continue for 2024, where it will look to amplify its reach through the VCSEF and health events, to further increase awareness of the importance of health research amongst hardily listened-to communities.
- As part of the Community Health Catalyst programme we will continue engaging with specific inclusion groups (Homeless, Substance Misuse, Ex-Offenders, BAME, LGBTQIA+, Learning Difficulties, Mental Health, Gypsy/Roma/Traveller communities, Sex Workers, Victims of Modern Slavery, Vulnerable Migrants and Multi-Morbidities) through local the VCS to undertake engagement and help reduce health inequalities across these communities. Working with partners we will also implement mechanisms for community development.
- Strengthen the volunteer offer across the sector with the development of a volunteer passport as part of the Transformation Academy and Alliance programme

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Trustees' report (continued)
for the year ended 31 December 2023

Plans for future periods (continued)

- Continuing to support the Transformation Academy (TA) which continues to thrive with well attended and successful training sessions, discussions and support for VCS leaders in Medway. The Transformation Academy is working to help improve the sustainability of Medway's Voluntary and Community Sector groups and organisations by negotiating shared services and discounts on services. They will also be focussing on improving the sector's capacity to evidence impact.
- Supporting the PhD student working with Nottingham Trent University to evaluate the TA programme and work with its members to develop a Theory of Change model for the programme
- Investigating further opportunities to work with H&CP and other health partners – including delivery of programmes such as: Cancer Bowel Screening and Vital 5 projects.
- Develop an offer for the VCSEF to support their independent evaluation needs; providing a platform for securing cost sensitive and high-quality programmes of evaluative work.
- Continued development of training modules that can be offered remotely and in-house
- Continuing to seek alternative, sustainable funding and further develop opportunities to secure additional funding in partnership with other organisations across Medway and Swale for the benefit of these communities.

Statement of Trustees' responsibilities

The Trustees (who are also the directors of the company 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).

Company law requires the Trustees to prepare financial statements for each financial statement. 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 company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

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

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the 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 company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees on
by:

and signed on their behalf

P C Stokes

Medway Voluntary Action
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Independent examiner's report
for the year ended 31 December 2023

Independent examiner's report to the Trustees of Medway Voluntary Action ('the company')

I report to the charity Trustees on my examination of the accounts of the company for the year ended 31 December 2023.

Responsibilities and basis of report

As the Trustees of the company (and its directors for the purposes of company law) 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 the company 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 the company's accounts 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.

Independent examiner's statement

Since the company'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 Association of Chartered Certified Accountants, 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 the company 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)].

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.

This report is made solely to the company's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the company's Trustees those matters I am required to state to them in an Independent examiner's 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 company and the company's Trustees as a body, for my work or for this report.

Signed:

Dated:

S M Rouse

FCCA DChA

Kreston Reeves LLP

Chartered Accountants

Chatham Maritime

Medway Voluntary Action
(A company limited by guarantee)

Statement of financial activities (incorporating income and expenditure account)
for the year ended 31 December 2023

	Note	Restricted funds 2023 £	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Income from:					
Donations and legacies	3	597,552	169,851	767,403	537,313
Other trading activities	4	-	1,868	1,868	3,191
Investments	5	-	8,317	8,317	968
Other income	6	-	42,761	42,761	39,628
Total income		597,552	222,797	820,349	581,100
Expenditure on:					
Charitable activities	7	518,020	275,480	793,500	563,216
Total expenditure		518,020	275,480	793,500	563,216
Net movement in funds		79,532	(52,683)	26,849	17,884
Reconciliation of funds:					
Total funds brought forward		236,058	494,526	730,584	712,700
Net movement in funds		79,532	(52,683)	26,849	17,884
Total funds carried forward		315,590	441,843	757,433	730,584

The Statement of financial activities includes all gains and losses recognised in the year.

The notes on pages 17 to 32 form part of these financial statements.

Medway Voluntary Action
(A company limited by guarantee)
Registered number: 02987866

Balance sheet
as at 31 December 2023

	Note	2023 £	2022 £
Fixed assets			
Tangible assets	12	3,339	2,570
Current assets			
Debtors	13	209,009	151,637
Cash at bank and in hand		902,662	668,847
		<u>1,111,671</u>	<u>820,484</u>
Creditors: amounts falling due within one year	14	(357,577)	(92,470)
Net current assets		<u>754,094</u>	<u>728,014</u>
Total net assets		<u>757,433</u>	<u>730,584</u>
Charity funds			
Restricted funds	15	315,590	236,058
Unrestricted funds	15	441,843	494,526
Total funds		<u>757,433</u>	<u>730,584</u>

The company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

P C Stokes
 (Chair of Trustees)
 Date:

The notes on pages 17 to 32 form part of these financial statements.

Medway Voluntary Action
(A company limited by guarantee)

Statement of cash flows
for the year ended 31 December 2023

	2023	2022
	£	£
Cash flows from operating activities		
Net cash provided by / (used in) operating activities (Note 18)	228,740	(61,212)
Cash flows from investing activities		
Dividends, interests and rents from investments	8,317	968
Purchase of tangible fixed assets	(3,242)	(1,112)
Net cash provided by/(used in) investing activities	5,075	(144)
Cash flows from financing activities		
Change in cash and cash equivalents in the year	233,815	(61,356)
Cash and cash equivalents at the beginning of the year	668,847	730,203
Cash and cash equivalents at the end of the year	902,662	668,847

The notes on pages 17 to 32 form part of these financial statements

Medway Voluntary Action
(A company limited by guarantee)

Notes to the financial statements
for the year ended 31 December 2023

1. General information

Medway Voluntary Action is a charitable company limited by guarantee incorporated in England, with charity number 1042475 and company number 02987866. The charity's registered office is 5A New Road Avenue, Chatham, ME4 6BB.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared 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 (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

Medway Voluntary Action 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.

The financial statements are prepared in British Sterling and are rounded to the nearest Pound.

2.2 Going concern

The Trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the Charity to continue as a going concern. The Trustees make this assessment in respect of a period of at least one year from the date of authorisation for issue of the financial statements and have concluded that the Charity has adequate resources to continue in operational existence for the foreseeable future and there are no material uncertainties about the Charity's ability to continue as a going concern, thus they continue to adopt the going concern basis of accounting in preparing the financial statements.

2.3 Income

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

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

Medway Voluntary Action
(A company limited by guarantee)

Notes to the financial statements
for the year ended 31 December 2023

2. Accounting policies (continued)

2.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the company's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

2.5 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the company; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

2.6 Taxation

The company 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 company 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.

2.7 Tangible fixed assets and depreciation

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives.

Depreciation is provided on the following basis:

Office equipment	- 25% straight line
------------------	---------------------

2.8 Debtors

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

2.9 Cash at bank and in hand

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

Medway Voluntary Action
(A company limited by guarantee)

Notes to the financial statements
for the year ended 31 December 2023

2. Accounting policies (continued)

2.10 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

2.11 Financial instruments

The company 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 measured at amortised cost using the effective interest method.

2.12 Pensions

The company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the company to the fund in respect of the year.

2.13 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

Medway Voluntary Action
(A company limited by guarantee)

Notes to the financial statements
for the year ended 31 December 2023

3. Income from donations and legacies

	Restricted funds 2023 £	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Donations	-	-	-	170
Grants	147,978	5,839	153,817	80,044
Government grants	449,574	164,012	613,586	457,099
	<u>597,552</u>	<u>169,851</u>	<u>767,403</u>	<u>537,313</u>
Total 2022	<u><u>407,849</u></u>	<u><u>129,464</u></u>	<u><u>537,313</u></u>	

4. Income from other trading activities

Income from fundraising events

	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Training income	200	200	1,338
Photocopying charges	1,668	1,668	1,853
	<u>1,868</u>	<u>1,868</u>	<u>3,191</u>
Total 2022	<u><u>3,191</u></u>	<u><u>3,191</u></u>	

5. Investment income

	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Deposit account interest	8,317	8,317	968
Total 2022	<u><u>968</u></u>	<u><u>968</u></u>	

Medway Voluntary Action
(A company limited by guarantee)

Notes to the financial statements
for the year ended 31 December 2023

6. Other incoming resources

	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Sales and service income	-	-	3,020
Management fees	42,761	42,761	36,608
	<u>42,761</u>	<u>42,761</u>	<u>39,628</u>
Total 2022	<u>39,628</u>	<u>39,628</u>	

7. Analysis of expenditure on charitable activities

Summary by fund type

	Restricted funds 2023 £	Unrestricted funds 2023 £	Total 2023 £	Total 2022 £
Direct costs (note 8)	518,020	275,480	793,500	563,216
	<u>518,020</u>	<u>275,480</u>	<u>793,500</u>	<u>563,216</u>
Total 2022	<u>296,843</u>	<u>266,373</u>	<u>563,216</u>	

Medway Voluntary Action
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Notes to the financial statements
for the year ended 31 December 2023

8. Charitable activity costs

	Restricted funds 2023 £	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Equipment hire	-	594	594	133
Insurance	764	4,671	5,435	4,357
Legal & professional	6,400	14,502	20,902	18,446
Postage, printing and stationery	9,568	3,937	13,505	6,282
Premises expenses	-	398	398	257
Energy and water rates	-	4,949	4,949	3,782
Equipment costs	1,744	17,594	19,338	16,248
Rent	1,980	13,083	15,063	19,200
Telephone	4,079	4,658	8,737	8,465
Sessional work and training	19,778	142	19,920	1,933
Travel expenses	1,035	673	1,708	1,209
Staff and other expenses	8,763	6,766	15,529	17,159
Sundry expenses	20,728	8,276	29,004	29,540
Advertising and promotions	1,390	357	1,747	1,015
Project expenses	146,802	2,044	148,846	53,216
Management fees	41,802	(3,506)	38,296	37,116
Independent examination fee	-	2,000	2,000	1,350
Wages and salaries	253,187	191,869	445,056	338,212
Depreciation	-	2,473	2,473	5,296
Total 2023	518,020	275,480	793,500	563,216
Total 2022	296,843	266,373	563,216	

9. Independent examiner's remuneration

	2023 £	2022 £
Fees payable to the company's independent examiner for the independent examination of the company's annual accounts	2,000	1,350

Medway Voluntary Action
(A company limited by guarantee)

Notes to the financial statements
for the year ended 31 December 2023

10. Staff costs

	2023	2022
	£	£
Wages and salaries	405,630	315,146
Social security costs	28,390	15,664
Contribution to defined contribution pension schemes	11,036	7,402
	445,056	338,212

The average number of persons employed by the company during the year was as follows:

	2023	2022
	No.	No.
All staff	17	14

No employee received remuneration amounting to more than £60,000 in either year.

The total employment benefits including employer pension contributions and employer national insurance contributions of the key management personnel were £56,392 (2022: £60,575).

11. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2022 - £NIL).

During the year ended 31 December 2023, expenses totalling £274 were reimbursed or paid directly to 3 Trustees (2022 - £389 to 1 Trustee).

Medway Voluntary Action
(A company limited by guarantee)

Notes to the financial statements
for the year ended 31 December 2023

12. Tangible fixed assets

	Office equipment £
Cost or valuation	
At 1 January 2023	31,509
Additions	3,242
Disposals	(4,155)
At 31 December 2023	30,596
Depreciation	
At 1 January 2023	28,939
Charge for the year	2,473
On disposals	(4,155)
At 31 December 2023	27,257
Net book value	
At 31 December 2023	3,339
At 31 December 2022	2,570

Medway Voluntary Action
(A company limited by guarantee)

Notes to the financial statements
for the year ended 31 December 2023

13. Debtors

	2023	2022
	£	£
Due within one year		
Trade debtors	196,922	140,537
Prepayments and accrued income	12,087	11,100
	209,009	151,637

14. Creditors: Amounts falling due within one year

	2023	2022
	£	£
Trade creditors	8,756	1,058
Other taxation and social security	13,396	5,175
Other creditors	262,705	17,900
Accruals and deferred income	72,720	68,337
	357,577	92,470

	2023	2022
	£	£
Deferred income at 1 January 2023	58,865	-
Resources deferred during the year	58,753	58,865
Amounts released from previous periods	(58,865)	-
	58,753	58,865

Medway Voluntary Action
(A company limited by guarantee)

Notes to the financial statements
for the year ended 31 December 2023

15. Statement of funds

Statement of funds - current year

	Balance at 1 January 2023 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 December 2023 £
Unrestricted funds					
Designated funds					
Fixed Asset Fund	2,570	-	(2,473)	3,242	3,339
Service Development Fund	431,730	-	-	(130,966)	300,764
	<u>434,300</u>	<u>-</u>	<u>(2,473)</u>	<u>(127,724)</u>	<u>304,103</u>
General funds					
General Fund	60,226	222,797	(273,007)	127,724	137,740
Total Unrestricted funds	<u>494,526</u>	<u>222,797</u>	<u>(275,480)</u>	<u>-</u>	<u>441,843</u>
Restricted funds					
Social Prescribing - Medway Community Healthcare CIC (MCH)	-	115,000	(37,542)	-	77,458
Macmillan - Year of Listening	3,336	46,523	(49,859)	-	-
Community Health Catalyst	119,641	138,533	(131,739)	-	126,435
Cost of Living Fund – NAVCA	-	5,000	(5,000)	-	-
Lawson Endowment Fund - Couch 2 Community	3,052	-	(3,052)	-	-
Befriending	18,638	128,415	(112,801)	-	34,252
Involving Medway Project	27,068	47,248	(45,770)	-	28,546
Bridging the Divide	2,272	-	(2,272)	-	-
National Development Programme	11,144	-	(3,803)	-	7,341
Medway Makers - Ideas Trust	-	15,378	(1,289)	-	14,089
The Community Fund - VCS Coalition	50,907	101,455	(124,893)	-	27,469
	<u>236,058</u>	<u>597,552</u>	<u>(518,020)</u>	<u>-</u>	<u>315,590</u>
Total of funds	<u>730,584</u>	<u>820,349</u>	<u>(793,500)</u>	<u>-</u>	<u>757,433</u>

Medway Voluntary Action
(A company limited by guarantee)

Notes to the financial statements
for the year ended 31 December 2023

15. Statement of funds (continued)

Lawson Endowment Fund – Couch 2 Community

Funding received from Kent Community Foundation from the Lawson Endowment Fund (application submitted to Vulnerable Adults Theme) to establish a structured programme with tools and support, enabling isolated or lonely individuals in Medway to journey from “couch” to community connectivity.

MHS Homes Group

This was a case referral programme to provide an impartial mediation service to support MHS Homes tenants settle neighbourhood disputes.

Barrow Cadbury Trust

A social enterprise champions programme which recruited local sector leaders who were trained to act as advocates and mentors for social investment.

Befriending

Funded by Kent & Medway Clinical Commissioning Group, the Befriending programme supports lonely and isolated people across Medway in a variety of ways including telephone befriending, connecting into local Voluntary and Community sector organisations, group meets in parks, cafes and green spaces, virtual sessions over Zoom and 1:1 Befriending.

Involving Medway and Swale

Funded by Kent & Medway Integrated Care Board, delivering the Community Health Researcher and VCS Focus Group programmes and supporting discussions to help understand the role of this programme to support the new Health and Care Partnership for Medway and Swale, as well as the wider Integrated Care System for Kent and Medway.

Bridging the Divide

This was a pilot scheme funded by the Test Bed Fund (from Kent & Medway Clinical Commissioning Group) to support a digital inclusion programme - Bridging the Divide. This lends tablets to socially isolated adults in Medway while helping them with a Digital Champion to engage in the digital arena. Due to the lifting of the Covid-19 restrictions, the need for the tablets reduced as more members engaged with in person interactions and the project was wound down.

Bridging the Divide – Awards for All

Additional funding to support the continuation of the Bridging the Divide programme to help alleviate isolation as a result of Covid-19 and other life circumstances. Due to the lifting of the Covid-19 restrictions, the need for the tablets reduced as more members engaged with in person interactions and the project was wound down.

Bridging the Divide – MacMillan

Funding to facilitate the purchase of additional tablets for socially isolated residents in Medway and Swale who have or have had cancer, or have been affected by cancer through a close relative. Due to the lifting of the Covid-19 restrictions, the need for the tablets reduced as more members engaged with in person interactions and the project was wound down.

The Community Fund – VCS Coalition

The VCS Transformation Academy and Alliance bid to the National Lottery’s Communities Fund was successfully awarded in 2021. This proposal was developed in recognition that MVA’s infrastructure contract delivers ‘business as usual’ support for the VCS – but additional programmes, and associated funding, would be essential to empower and build capacity within the VCS to radically transform how they operate.

Medway Voluntary Action
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Notes to the financial statements
for the year ended 31 December 2023

15. Statement of funds (continued)

Community Renewal Fund – Medway Together

Medway Together was a collaboration of charity sector partners, delivering innovative skills, Wellbeing & employability support to young people, disabled people and vulnerable or underemployed groups in Medway. Funded through Central YMCA and the University of Greenwich, the latter becoming the lead partner for the project, with other partners consisting of Disability Assist, CAP, Great Leaps, University of Greenwich, NRI, Carers First, MidKent College, HomeStart, wHoo Cares, KAB and Medway Diversity Forum.

Community Health Catalyst – Medway and Swale Health and Care partnership

This 12-month project concentrates on Medway Central and the Isle of Sheppey, with the aim to identify what people in these communities need to help overcome the Health Inequalities they are facing and co-create an action plan with communities to take forward.

MacMillan Cancer Support– Year of Listening

A ‘Year of Listening’ is an exciting new 12-month community engagement project seeking to understand the barriers and challenges local people are experiencing in accessing local cancer treatment and support services in Medway & Swale.

National Development Programme

Funded by Kent & Medway CCG for VCSE partnership working to embed the voluntary, community & social enterprise sector within the integrated care system.

Medway Makers – Ideas Test

With Spirit 2012 funding, the aim of the project is to increase the number of volunteers in the arts and cultural sectors in Medway including those who do not normally volunteer.

Social Prescribing - Medway Community Healthcare CIC (MCH)

Working with Medway Council and Medway and Swale Health and Care Partnership MVA introduced Joy marketplace, a web based platform that connects social prescribing link workers with the Voluntary Community Social Enterprise & Faith sectors (VCSEF). Social prescribing is linking individuals with social activities that meet the needs that affect their health and well-being.

Cost of Living Fund – NAVCA

Funding allowed us to invest in paid for socials and radio/press adverts promoting MVA's COLC resources and their wider infrastructure support. It also enabled MVA to host a Cost Of Living Summit for the VCS to come together to share ideas and provide peer-support.

Medway Voluntary Action
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Notes to the financial statements
for the year ended 31 December 2023

15. Statement of funds (continued)

Statement of funds - prior year

	Balance at 1 January 2022 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 December 2022 £
Unrestricted funds					
Designated funds					
Fixed Asset Fund	6,754	-	(5,296)	1,112	2,570
Service Development Fund	431,730	-	-	-	431,730
	<u>438,484</u>	<u>-</u>	<u>(5,296)</u>	<u>1,112</u>	<u>434,300</u>
General funds					
General Fund	143,937	173,251	(261,077)	4,115	60,226
Total Unrestricted funds	<u>582,421</u>	<u>173,251</u>	<u>(266,373)</u>	<u>5,227</u>	<u>494,526</u>
Restricted funds					
YMCA - Medway Together - Community Renewal	-	17,030	(17,030)	-	-
NHS Kent & Medway CCG - National Development	-	25,000	(13,856)	-	11,144
Macmillan - Year of Listening	-	15,509	(12,173)	-	3,336
Community Health Catalyst	-	140,475	(20,834)	-	119,641
Lawson Endowment Fund - Couch 2 Community	7,491	-	(4,439)	-	3,052
MHS Homes Group	2,623	-	-	(2,623)	-
Barrow Cadbury Trust	2,833	-	-	(2,833)	-
Befriending	17,809	107,669	(110,983)	4,143	18,638
Involving Medway Project	17,346	44,500	(35,007)	229	27,068
Bridging the Divide	3,354	170	619	(4,143)	-
Bridging the divide - Awards for All	9,954	(9,101)	(853)	-	-
Bridging the divide - MacMillan	2,272	-	-	-	2,272
The Community Fund - VCS Coalition	66,597	66,597	(82,287)	-	50,907
	<u>130,279</u>	<u>407,849</u>	<u>(296,843)</u>	<u>(5,227)</u>	<u>236,058</u>
Total of funds	<u>712,700</u>	<u>581,100</u>	<u>(563,216)</u>	<u>-</u>	<u>730,584</u>

Medway Voluntary Action
(A company limited by guarantee)

Notes to the financial statements
for the year ended 31 December 2023

15. Statement of funds (continued)

16. Summary of funds

Summary of funds - current year

	Balance at 1 January 2023 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 December 2023 £
Designated funds	434,300	-	(2,473)	(127,724)	304,103
General funds	60,226	222,797	(273,007)	127,724	137,740
Restricted funds	236,058	597,552	(518,020)	-	315,590
	<u>730,584</u>	<u>820,349</u>	<u>(793,500)</u>	<u>-</u>	<u>757,433</u>

Summary of funds - prior year

	Balance at 1 January 2022 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 December 2022 £
Designated funds	438,484	-	(5,296)	1,112	434,300
General funds	143,937	173,251	(261,077)	4,115	60,226
Restricted funds	130,279	407,849	(296,843)	(5,227)	236,058
	<u>712,700</u>	<u>581,100</u>	<u>(563,216)</u>	<u>-</u>	<u>730,584</u>

17. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Restricted funds 2023 £	Unrestricted funds 2023 £	Total funds 2023 £
Tangible fixed assets	-	3,339	3,339
Current assets	315,590	796,081	1,111,671
Creditors due within one year	-	(357,577)	(357,577)
Total	<u>315,590</u>	<u>441,843</u>	<u>757,433</u>

Medway Voluntary Action
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Notes to the financial statements
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17. Analysis of net assets between funds (continued)

Analysis of net assets between funds - prior year

	Restricted funds 2022 £	Unrestricted funds 2022 £	Total funds 2022 £
Tangible fixed assets	-	2,570	2,570
Current assets	236,058	584,426	820,484
Creditors due within one year	-	(92,470)	(92,470)
Total	236,058	494,526	730,584

18. Reconciliation of net movement in funds to net cash flow from operating activities

	2023 £	2022 £
Net income for the year (as per Statement of Financial Activities)	26,849	17,884
Adjustments for:		
Depreciation charges	2,473	5,296
Dividends, interests and rents from investments	(8,317)	(968)
Increase in debtors	(57,372)	(146,456)
Increase in creditors	265,107	63,032
Net cash provided by/(used in) operating activities	228,740	(61,212)

19. Analysis of cash and cash equivalents

	2023 £	2022 £
Cash in hand	902,662	668,847
Total cash and cash equivalents	902,662	668,847

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20. Analysis of changes in net debt

	At 1 January 2023 £	Cash flows £	At 31 December 2023 £
Cash at bank and in hand	668,847	233,815	902,662
	<u>668,847</u>	<u>233,815</u>	<u>902,662</u>

21. Pension commitments

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the group in an independently administered fund. The pension cost charge represents contributions payable by the group to the fund and amounted to £11,036 (2022 - £7,402).

22. Operating lease commitments

At 31 December 2023 the company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2023 £	2022 £
Not later than 1 year	19,396	30,846
Later than 1 year and not later than 5 years	5,431	9,343
	<u>24,827</u>	<u>40,189</u>

23. Related party transactions

During the year the charity received £138,533 from the Community Health Catalyst Programme. The husband of Trustee, L Riley is a director of this entity (2022: £140,475).

L McVeigh and P Strokes (Trustees) are directors of Medway Mediation. The services provided by Medway Mediation and its assets were transferred to MVA and the company dissolved in 2022. The amount transferred to MVA amounted to £983.27.

There were no other related party transactions during the year or prior year.