

RUSHMOOR VOLUNTARY SERVICES

ANNUAL REPORT 2020-21

Year ended 31 March 2021

Registered Charity Number 1059794

Company Registration Number 03238444

RUSHMOOR VOLUNTARY SERVICES

Year ended 31 March 2021

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RUSHMOOR VOLUNTARY SERVICES

Year ended 31 March 2021

Legal and Administrative Information

Trustees, Executive Management and Advisers

Registered and Principal Office:

Civic Offices

Farnborough Road

Farnborough

GU14 7JU

Tel: 01252-540162

Email: info@rvs.org.uk

Website: www.rvs.org.uk

The Trustees are the Directors and Board of Management of the Company

Board of Trustees

Mr C Slatter

Chair

Mr R Grocock

Vice-Chair

Treasurer - appointed 26 January 2021

Mr A Thorpe

Mr W Card

Ms A Cooper

Mr R Hickman

Mrs D Bedford

Mrs B Anderson

Mr D Cantwell

resigned 16 December 2020

appointed 16 December 2020

appointed 16 December 2020

Ms B Garrett

Chief Executive Officer

Ms D Bone

Independent Auditors

Chamberlains Statutory Auditors and Chartered Accountants

Elm House, Tanshire Park

Shackleford Road, Einstead

Godalming, GU8 6LB

Bankers

Royal Bank of Scotland plc

Holt's Farnborough Branch

Lawrie House

Victoria Road

Farnborough

GU14 7NR

CCLA Investment Management Limited

COIF Charity Funds

Senator House

85 Queen Victoria Street

London

EC4V 4ET

The constitution of the Charity and its Objects are set out in the report of the Trustees.

RUSHMOOR VOLUNTARY SERVICES

Year ended 31 March 2021

Report of the Chair of the Board of Trustees

In simple terms Rushmoor Voluntary Services made a modest surplus in the year ended 31st March 2021 (£52K inc investment gains) with a turnover of just over £650k. These 'simple' figures are analysed and amplified in our detailed annual accounts, but what these figures mask is that this has been far from a 'simple' period. The Covid19 pandemic has continued to set us new challenges; and has continued its 'assault on the vulnerable, but also given our community the opportunity to demonstrate the value of coming together for common good. It is fair to say we have forged new working links with our local authority stakeholders, we have a significant profile in the community and our appeals for local volunteers have drawn remarkable responses. I am hugely proud of the part that RVS has played in mobilising resources to support the isolated and vulnerable, and in enabling the success of an ambitious local vaccination programme. Our staff have all worked from home and, by necessity, found different ways of carrying out their duties. We have learned a lot

The local voluntary sector has demonstrated its resilience throughout this crisis. Although many charities have been severely affected in fundraising and any work involving social gathering, new essential grant funding has emerged and we have all had to adjust to a life in which ZOOM or TEAMS conferencing features, and that has enabled organisations to continue with their important work. Our experience through the Co-vid period, so far, has indicated that there are pockets of need in our community which have become more evident with the pandemic, and that there is real benefit in working more closely with our neighbouring CVS organisations to find shared solutions to our challenges.

The Board of Trustees is made up of volunteers with a wide range of professional skills and community involvement. The full board has been meeting regularly by video conference, and I need to thank them for their diligence and individual contributions. Dennis Cantwell, our long-standing Treasurer decided to step down at the end of the financial year after more than 10 years, and we owe him a debt of gratitude for this long service. His place as Treasurer I owe Alan my thanks for stepping up into this key position. We also have two new Trustees in Beverley Garrett and Martin Wood who joined before the end of the year.

What does the current year hold for us? We know that we will need to be resourceful. The return to more 'normal' working brings with it the need to look at our own business processes, to deliver better service and to see how best we can support our local charitable sector as it recovers. We know that there is significant uncertainty around the future, particularly in our sector, but I have every confidence that we have an excellent management team who continue to demonstrate that they are able to perform at the highest level, and I know we have a committed and focused Board of Trustees determined to make a difference in Rushmoor. The coming year marks our 50th anniversary, we aim to make this a memorable one.

Colin Slatter

Chair, Board of Trustees

As we have transitioned through the waves of covid, through the tiering and intermittent lockdowns and restrictions, a variety of additional volunteering opportunities arose. Local residents continued to respond to the requests for support as Telephone Befrienders, Shopping Buddies, Town Centre Ambassadors, Pharmacy Collectors, Rushmoor Food Hub Delivery Drivers, Covid Test Centre Stewards and Vaccination Site Stewards.

This experience of volunteering has created a new way of working which we will be developing further, recognising the desire for people to stay connected to the community. The traditional brokerage service of our Volunteer Centre is no longer enough. We need a system that can engage the new wave of community activists that want to feel part of something meaningful and positive, this will be developed in 2021.

CVS Support

RVS also have 350+ member organisations that look to us for support with governance, funding sources, training and volunteer management. We will work with our members to restore capacity and support them to get back on their feet. The next wave of community activism will support our member organisations by building their strength and resilience.

Covid 19 has unveiled hidden people suffering from food poverty and loneliness. Responders want to be part of proactive solutions, so deprivation does not become hidden again. Already a local food partnership is being formed, to find solutions to food waste and food poverty. Our Community Development team will focus on increasing RVS's capacity to work alongside our neighbourhoods and groups and continue to build on the community activism that Covid 19 has created.

That capacity will be further enhanced by the partnership with our colleagues across Hampshire. Our established partnership with the other seven CVSs in Hampshire has grown this year as we have shared resources, intelligence and support as we have navigated our way through the covid waves. Seven of the Hampshire CVS Network have now formally joined together to create the Community Infrastructure Partnership CIC. This partnership seeks to enshrine the spirit of collaboration and common purpose amongst the partners. We aim to be creative and innovative in developing wider responses to improve lives and to help communities thrive. The purpose is to increase the long term sustainability of local charitable organisations and social enterprises in order for them to improve their offer to their members.

Support Services

Volunteer drivers and Responders also joined our community transport team and, collectively, they provided a constant support to the ORCA response. Drivers collected food donations from local supermarkets, delivered food parcels and medications to vulnerable individuals and transported elderly residents to medical and vaccination appointments. The team have also been delivering pulse oximeters to people whose covid illness is being monitored at home.

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Year ended 31 March 2021

Report of the Chief Executive Officer

During the periods of relaxed restrictions, drivers supported some of the most socially isolated to venture out into the shops. This was done safely by reducing the number of seats on the buses and each passenger receiving their own, personal seat cover which was hand-made and donated by local volunteers and WI members

After being furloughed during the first lockdown, our Home Help team joined the covid response. Elderly people who had been cut off from family, friends and support networks relied on our trained and friendly team of Home Helpers for assistance at home. The assurance of our high quality, covid safety measures combined with a friendly face behind the mask was a lifeline to many as visitors to their homes were otherwise curtailed.

The Community Access Project migrated to a virtual access service and continued to support people with poor mental health throughout the year. However, the Broadhurst Welcome Home Community charity took the very difficult decision to cease funding at the year end. The service has been integral to the local support provision for people with mental health issues for over 20 years and has provided invaluable support. At its inception, CAP provided a unique service which people could self-refer in to and support was offered to those not meeting the criteria for other organisations. In recent years, new services have been developed by local providers, some also funded by Broadhurst, and self-referral access is now more widely available. This has resulted in the bitter-sweet situation where the need for the original CAP model has significantly reduced. The magnificent support that service manager, Tracy Bowden, has made to local residents was acknowledged and Tracy was sincerely thanked.

Home Hub

These existing support services have, historically, evolved at different times, working in silos. Covid has opened up the possibility of being more creative in our approach, with each of the services supporting clients across the piece. With the experience of the ORCA helpline model, we can see bringing those services together in to one 'Home Hub', will bring the efficiencies and efficacy of a triaged and holistic approach. So, when the covid response formally ceases, the helpline will be transitioned into RVS. One call will give a local resident access to a suite of support services using our established ORCA support and our strong relationships within the sector to refer to other specialist services, including Citizens Advice.

Supporting Communities

The Covid-19 pandemic has caused great disruption to people's lives and livelihoods. The health and economic impacts have fallen hard and often hardest on people who already face disadvantage. But, while the virus has presented major challenges, change and disruption, it has also given some new perspectives on what the future could look like, highlighted the strength of volunteers and local communities and reinforced the importance of working together.

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Year ended 31 March 2021

Report of the Chief Executive Officer

RBC have therefore developed a Supporting Communities strategy to tackle local deprivation and inequalities. The overall objective is to work with partners, to tackle the effects of poverty and deprivation, and to have a positive impact on people's daily lives. RVS is a pro-active partner in the delivery of the strategy delivering projects addressing digital exclusion, isolation and social integration.

You Are Amazing

We will all remember 2020/21. I have been amazed by the creativity, the generosity, the caring, the commitment, the flexibility and the humanity of our wonderful community. I say the same of the RVS Team. I will certainly never forget the team of 20/21 and sincerely thank every single one for the sweat, tears, laughter, zooms, memories and achievements we shared. You are amazing.

Thanks to the amazing joint effort of an amazing Rushmoor partnership, we have so much more to celebrate we begin the celebrations of our 50th anniversary.

Donna Bone
Chief Executive Officer

RUSHMOOR VOLUNTARY SERVICES

Year ended 31 March 2021

Report of the Trustees for the year ended 31 March 2021

The Trustees, who are also the Directors of the Charity for the purposes of the Companies Act, present their report together with financial statements for the year ended 31st March 2021. The report and accounts were approved by the Board and signed on its behalf by the Chairman on 2021.

Public Benefit

The Trustees have referred to the guidance of the Charity Commission's general guidance on public benefit when reviewing aims and objectives and in planning future activities. In particular, the Trustees consider how planned activities will contribute to the aims and objectives they have set. In the Trustees' opinion, the activities of the charity benefit the wider community through the support provided to other charities in Rushmoor, and benefit a substantial number of individuals through services such as Home Help and on-demand bus services. In addition, the charity has made substantial contributions to mitigating the adverse effects of Covid-19, by assisting residents of Rushmoor and by supporting the vaccination initiative. The Trustees are therefore satisfied that the charity fully meets the "Public Benefit" requirements of the Charity Commission.

The financial statements comply with current statutory requirements, the governing document and the Statement of Recommended Practice – FRS102.

Company Status - The Charity's full name is Rushmoor Voluntary Services.

Rushmoor Voluntary Services ("the charity"), a company limited by guarantee, is registered in England & Wales (No. 03238444) and operates from its registered office at The Civic Offices, Farnborough Road, Farnborough, GU14 7JU. It is established for charitable purposes, by a Memorandum of Association dated 16th August 1996 and registered as a Charity (No. 1059794) by the Charity Commissioners. Under Section 60 of the Companies Act 2006, the Charity has been exempted from having to use the word 'limited' in its name. The Charity is also recognised by HM Revenue & Customs as a charity for tax purposes. This means that it is able to take advantage of charitable tax relief on donations from individuals and from companies.

Objects - The Charity's Objects are:

(1) To promote any charitable purposes for the benefit of the community in the area of the administrative authorities comprising the historic county of Hampshire (including Portsmouth and Southampton) and in particular the local government district and Borough of Rushmoor and, if the directors of the Charity (hereinafter called "the Trustees") shall so decide, in any of the administrative authorities immediately adjoining, whether in Hampshire or Surrey (hereinafter together called the "the area of benefit") and in particular the advancement of education, the protection of health and the relief of poverty, distress and sickness.

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Year ended 31 March 2021

Report of the Trustees for the year ended 31 March 2021

- (2) To promote and organise co-operation in the achievement of the above purposes and to that end to bring together representatives of the voluntary organisations operating within the local government district and Borough of Rushmoor and relevant statutory authorities engaged in the furtherance of the above purposes
- (3) To be so constituted and administered that it is at no time (for the purposes of the Local Government and Housing Act 1989) under the control or subject to the influence of a local authority.

Mission

Rushmoor Voluntary Services exists to improve the quality of life in the Borough of Rushmoor by supporting voluntary action and working to bring all sectors of the community in Rushmoor together.

Principal Activities

The principal activities remain those of a council of voluntary service (CVS) centred on the Borough of Rushmoor. These activities are detailed in the report by the Chief Executive.

Service Agreements and Contracts

The following agreements which provide funds for our core and transport activities existed during the course of the year or are being negotiated:

Core CVS Functions

Rushmoor Borough Council and Community First
Wessex/HCC

Hampshire County Council

Hampshire County Council

Hampshire County Council

Dial-a-Ride

Fleet Link

Community Transport

The following agreements provide funds for other activities:

Mental health activities

Broadhurst Welcome Home Community

Positive Action Hampshire

HIV advice and assistance

Organisation

The Governance structure is made up of a Board of Trustees of up to 12 members and the following sub-committees; Remuneration Committee, Pensions Committee, Mrs Phillips Will Fund Committee and Army Catering Corps in Rushmoor Committee. During the Covid 19 lockdown a sub-committee of four Trustees and the Chief Executive met regularly by video conference to manage the company. The sub-committees are based on delegated decision making powers handed down by the main Board.

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Year ended 31 March 2021

Report of the Trustees for the year ended 31 March 2021

Board members are drawn from the local community and have a variety of skills and experience including Accounting and Finance, Education, Human Resources, Disability and Social Welfare. The Chief Executive is not a Director but a permanent non-voting member of the Board. The Board currently meets every two months. Cllr. S Masterson was nominated to the Board by Rushmoor Borough Council but is not a Trustee of the Charity.

Election of Trustees

The Trustees are elected by the members of the Charity in accordance with the Articles of Association. Rushmoor Borough Council is entitled to nominate a representative. All new Trustees are given induction training which includes learning about the background, ethos and day to day activities of the Charity as well as outlining their responsibilities.

Investment Powers and Policy

Under the Memorandum and Articles of Association, the Charity has the power to make any investment which the Trustees see fit. The current policy is to invest up to 50% of core funds in a range of investment funds, and the remaining 50% in deposit accounts of varying maturities with several different banks. Most of the Mrs Phillips and Army Catering Corps funds are invested in common investment funds

Risk Management

As required by the Charity Commission, the Trustees regularly undertake reviews of the significant risks to ensure the appropriate mitigation policies exist. A formal Risk Management document is reviewed annually and approved by the Board.

The key risk to the charity has been identified as the inability to sustain or replace current grant funding from local authorities. In the event that funding will not be forthcoming in the future, designated reserves have been set aside to allow the Charity to continue for a limited period to enable it to find additional funding and to provide for staff redundancy costs. A number of lower priority risks have been identified and procedures have been implemented which minimise all identified risks. The Trustees also keep under review the prospect of having to relocate to short term accommodation in the event of evacuation of their premises due to fire or any other unforeseen disaster.

Financial

In the opinion of the Trustees the resources of the Charity are sufficient for it to continue to operate. Their policy regarding reserves is set out below, and in the notes to the accounts.

RUSHMOOR VOLUNTARY SERVICES

Year ended 31 March 2021

Report of the Trustees for the year ended 31 March 2021

The Charity sometimes makes funding applications on behalf of members and other local voluntary organisations. These funds are distributed when received. In addition, on application from other organisations, such as Citizens Advice Rushmoor, the Charity will make one-off grants to help individuals in Rushmoor. The charity does not accept direct applications from individuals. During the Covid 19 lockdown the Charity received donations and grants which have been used for a range of services to alleviate the adverse effects of the virus on the Borough of Rushmoor, including providing support to the vaccination programme.

The Charity's principal sources of funds are local authority contracts and grants from various bodies, including local authorities. The Charity also generates a considerable amount of income from its Home Help and Community Bus activities.

For the year ended 31st March 2021 the Charity recorded a surplus of £46,474 before investment gains of £5,465. This compares to a surplus of £99,866 before investment losses of £2,247 in the previous financial year. All the investment gains and losses relate to Restricted Funds.

Unrestricted Income exceeded Expenditure by £11,025. All our principal activities were affected by the Covid-19 pandemic, but receipt of a number of grants to mitigate these adverse effects has meant that our financial performance has continued to be strong. We are grateful for the support we have received from Hampshire County Council, Rushmoor Borough Council, and a number of other organisations.

As a result, the financial position of the charity remains healthy, with total reserves of £559,669 and net current assets of £481,275.

Investment Performance

Unrealised investment gains totalled £5,465.

Reserves

The Trustees hold at least one meeting each year at which the Reserves of the Charity are reviewed. Restricted Reserves represent balances of contracts or grants received for specific purposes and not yet spent. Designated Reserves are amounts that have been set aside by the Trustees from the General Reserves of the Charity to fund specific projects. Both the Mrs Phillips and the Army Catering Corps funds have been significantly increased by the increase in value of the underlying investments. The trip by Blooming Marvellous volunteers to visit the Lost Gardens of Heligan was not possible during the year, so the reserve has been carried forward to 2021-22. Income in respect of Positive Action, Covid-19 relief and Transport exceed expenditure, and the balances have been carried forward. At the year end, Restricted Reserves totalled £173,111 (2020 - £132,197).

The Trustees decided to reduce the Bus Depreciation Reserve by £10,766 to match the undepreciated value of the buses and increase the Bus Replacement reserve to match. Employment Contingency Reserve was reduced to £34,438, which is the liability for redundancy costs at the year end. Total Designated Reserves at the year end were £177,220 (2020 - £211,582).

RUSHMOOR VOLUNTARY SERVICES

Year ended 31 March 2021

Report of the Trustees for the year ended 31 March 2021

General Reserves are held to cover the possibility of future funding shortfalls, and increased by £45,387 to £209,338, an amount to approximately 4.2 months of total expenditure. The Trustees consider that this is reasonable. Total reserves at the year-end amounted to £559,669.

Future Plans

The Charity has been heavily involved in the community response to the pandemic. Covid-19 continues to exert a considerable influence on the Charity's activities, many of which are still operating at a substantially reduced level, and with abnormal constraints. Hopefully, this situation will gradually be alleviated during 2021-22, with a progressive return towards normal ways of working. However, the Charity is undertaking a review of the way it carries out a number of its responsibilities, to learn whatever lessons are possible from the experiences of the past 12 months.

As lockdown begins to be relaxed and RVS returns to 'business as usual' we will need to consider

- The on-going support required by the vulnerable population who we have been at the forefront of supporting. This will include a level of anxiety and loss of confidence for some.

- The hidden population of people that were lonely or suffering from food poverty before covid. The situation has exacerbated their plight and they became more visible. There is a danger they will become hidden again once covid support is withdrawn. Whilst we want to encourage independence and self-sufficiency, keeping people linked into their community is part of enabling that to happen. It also ensures they can access support when they need to. We need to consider how we keep people linked in.

- RVS have existing support services that historically have evolved at different times, working in silos. Covid has opened up the possibility of being more creative in our approach, with each of the services supporting clients across the piece. With the experience of the Operation Rushmoor Community Action (ORCA) helpline model, we can see bringing those services together in to a 'Home Hub', will bring the efficiencies and efficacy of a holistic approach. So, one call gives a customer access to a suite of support services and referrals to external support as well. We will:

- Continue the Befriending Service developing into providing companion support.

- Bring a variety of groups together who are providing food support to create a joint Food Partnership to maximise support and resources and to collectively address food dependency and food poverty.
- Explore these models and plans with groups, for the community to take on the food hub. This includes community fridges/larders and complementing not duplicating services already in existence.

- Continue to respond to the main requests for help: shopping and prescription collection. However, other requests that we cannot easily fulfill have highlighted old challenges that pre-dated covid: gardening and handy man for Bring the helpline in-house which will enable RVS to triage the needs of residents and co-ordinate a holistic response using our established ORCA support and our strong relationships within the sector to refer to other specialist services, including Citizens Advice.

There are also many positive experiences for us to take from the last 12 months. Established relationships have become strengthened and new collaborations have been formed. All will be continued as we collectively move towards restoration and recovery.

Many people have become connected to their communities in new ways. We will be working with our membership groups and individuals to encourage this to continue. RVS are leading on a county wide development of a volunteer passport and will be working to introduce micro-volunteering and membership as new channels of accessing volunteering and support opportunities.

In parallel, we are also making changes to some back-office arrangements which will improve our core finance systems and internal processes. As we move forward, RVS will be exploring how we can make better use of new technology and better exploit our social media opportunities.

Performance and Review

Key performance information concerning the activities of the charity is reported to the Chief Executive on a monthly basis and reported to the Chairman and Trustees. As outlined in the Chief Executive's Report the Charity has performed very well against expectations in key activities when dealing with the unprecedented demands placed upon it by the Covid-19 pandemic, including:

- membership of the Charity
- training provided to voluntary groups and volunteers
- volunteers recruited and placed in local volunteering
- gardening project activities
- Home Help clients supported
- transport contract obligations fulfilled

Statement of the Board of Trustees' Responsibilities

The Trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

RUSHMOOR VOLUNTARY SERVICES

Year ended 31 March 2021

Report of the Trustees for the year ended 31 March 2021

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed; subject to any material departure disclosed and explained in the financial statements;
- Prepare financial statements on a going-concern basis unless it is appropriate to assume the Charity will not continue to operate.

In addition to complying with companies' legislation, the Trustees are also required to have regard to the Statement of Recommended Practice, Accounting and Reporting by Charities (Revised 2015) (the SORP), published by the Charity Commissioners for England and Wales and are required to follow that statement insofar as compliance does not contradict any requirement of the Companies Act 2006.

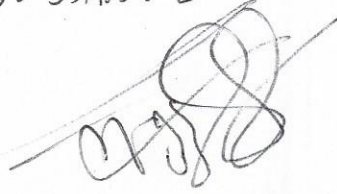
The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and to enable them to ensure that the financial statements comply with the SORP and the Companies Act 2006. They have a general responsibility for taking reasonable steps to safeguard the assets of the Charity and to prevent and detect fraud and other irregularities. The Trustees are also responsible for ensuring that the assets are properly applied in accordance with Charity Law.

In so far as the Trustees are aware:

- There is no relevant audit information of which the Charity's auditors are unaware; and
- The Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

This report has been prepared in accordance with the special provisions for small companies under part 15 of the Companies Act 2006

By order of the Board



27 NOVEMBER 2021

RUSHMOOR VOLUNTARY SERVICES

Year ended 31 March 2021

Report of the Independent Auditors to the Members of Rushmoor Voluntary Services

Opinion

We have audited the financial statements of Rushmoor Voluntary Services (the 'charitable company') for the year ended 31 March 2021 which comprise the Statement of Financial Activities, the Balance Sheet, Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2021 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities in the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Report of the Independent Auditors to the Members of Rushmoor Voluntary Services

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

RUSHMOOR VOLUNTARY SERVICES

Year ended 31 March 2021

Report of the Independent Auditors to the Members of Rushmoor Voluntary Services

Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorresponsibilities. This description forms part of our Report.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Chamberlains
30.11.21

Chamberlains Statutory Auditors
and Chartered Accountants
Elm House, Tanshire Park
Shackleford Road, Elstead
Godalming
GU8 6LB

Date:

30 Nov 2021

RUSHMOOR VOLUNTARY SERVICES

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2021

	Notes	Restricted	Unrestricted	Funds	Total
		£	£	£	£
INCOME FROM:					
Donations, Gifts and Legacies	2	7,399	5,008	12,407	46,723
Charitable Activities	2	358,136	272,781	630,917	618,771
Investments	8	689	3,161	3,850	4,524
Other Trading activities					0
TOTAL		366,224	280,950	647,174	670,018
EXPENDITURE ON:					
Raising funds		0	0	0	0
Charitable activities	3	330,775	269,925	600,700	570,152
TOTAL		330,775	269,925	600,700	570,152
NET INCOME/(EXPENDITURE)		35,449	11,025	46,474	99,866
Net gains/(losses) on investments	8	5,465	0	5,465	(2,247)
Transfers between Funds		0	0	0	0
Other recognised gains/(losses)				0	0
NET MOVEMENT ON FUNDS		40,914	11,025	51,939	97,619
TOTAL FUNDS BROUGHT FORWARD		132,197	375,533	507,730	410,111
TOTAL FUNDS AS AT 31 MARCH 2021		173,111	386,558	559,669	507,730

There are no recognised gains and losses other than those shown in the Income and Expenditure account.

All of the above amounts relate to continuing activities.

The notes on pages 22 to 28 form part of these financial statements

**RUSHMOOR VOLUNTARY SERVICES
BALANCE SHEET AS AT 31 MARCH 2021**

	2020	2021	
Notes	£	£	
FIXED ASSETS			
Tangible Assets	83,443	54,172	7
Investments	25,627	31,092	
Total Fixed Assets	<u>109,070</u>	<u>85,264</u>	
CURRENT ASSETS			
Debtors	20,889	68,567	9
Cash at bank and in hand	468,989	608,442	
Total Current Assets	<u>489,878</u>	<u>677,009</u>	
CREDITORS - Amounts falling due within one year	68,601	195,284	10
NET CURRENT ASSETS	<u>421,277</u>	<u>481,725</u>	
TOTAL ASSETS LESS CURRENT LIABILITIES	530,347	566,989	
LONG TERM LIABILITIES	22,617	7,320	10
NET ASSETS	<u>507,730</u>	<u>559,669</u>	
FUNDS OF THE CHARITY			
Restricted funds	132,197	173,111	11
Unrestricted Funds	211,582	177,220	11
Designated Reserves	163,951	209,338	
Other Reserves	507,730	559,669	
TOTAL FUNDS as at 31 March 2021	<u>507,730</u>	<u>559,669</u>	

These financial statements have been prepared in accordance with the principles of Section 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the Board on and signed on its behalf by:

27 NOVEMBER 2021


 C. Slatter - Chairman

The notes on pages 22 to 28 form part of these financial statements

RUSHMOOR VOLUNTARY SERVICES

CASH FLOW STATEMENT

FOR THE YEAR ENDED 31 MARCH 2021

	2021	2020
	£	£
Cash Flow from operating activities	139,536	205,028
Interest paid	0	0
Taxation paid	0	0
Net Cash Flow from operating activities	139,536	205,028
	17	
Cash flows from investing activities:		
Proceeds from sale of fixed assets	0	3,200
Purchases of fixed assets	(3,933)	(64,649)
Interest received	3,008	3,692
Dividends received	842	832
	8	
Net Cash from investing activities	(83)	(56,925)
Net Increase/(Decrease) in Cash and Cash Equivalents	139,453	148,103
Cash and Cash equivalents at 1 April 2020	468,989	320,886
Cash and Cash equivalents at 31 March 2021	608,442	468,989

**RUSHMOOR VOLUNTARY SERVICES
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2021**

GENERAL INFORMATION

Rushmoor Voluntary Services is a company limited by guarantee in England & Wales - registration number 03238444.

The address of the registered office is given on page 3 of these financial statements

1 ACCOUNTING POLICIES

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

Basis of preparation

The financial statements have been prepared under the historical cost convention modified to include investments at fair value. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102); the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) – Charities SORP (FRS102); and the Companies Act 2006. Rushmoor Voluntary Services meets the definition of a public benefit entity under FRS102.

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 Charity, and which have not been designated for any other purposes. Designated Funds (see note 11) 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 Charity for particular purposes. The cost 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 and gains are allocated to the appropriate fund.

Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable certainty. For legacies, entitlement for this purpose is the earlier of the Charity being notified of an impending distribution or the legacy being received. Cash donations are recognised on receipt. Donations in kind are recognised on receipt and valued at estimated market value. Contract income is recognised in the period to which it relates. Grants received are recognised on receipt, except where the grant is for a specific purpose and is to be applied to expenditure covering more than one financial period. In such cases the grant is accounted for in line with the expenditure.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to each category, on a project by project basis. Where costs cannot be directly attributed to particular projects they have been allocated to activities on a basis consistent with the use of the resources. As the Charity is not registered for Value Added Tax (VAT), the irrecoverable amount is included with the relevant cost of the goods or services purchased. Governance costs include all items of expenditure relating to the running of the Charity. They comprise filing and registration fees, audit fees, and costs of preparing the annual accounts and holding the Annual General Meeting.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its expected useful economic life:
 - 33.33% p.a. straight line basis
 - 20% p.a. straight line basis
 - 20% p.a. straight line basis
 - 20% p.a. straight line basis
 Computer hardware and software
 Office equipment
 Motor vehicles
 Right of use assets
 Equally over the lease or licence term

Investments

Investments are stated at market value at the balance sheet date. The Statement of Financial Activities includes the net unrealised gain or loss arising on revaluation.

Debtors

Trade debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid.

RUSHMOOR VOLUNTARY SERVICES

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2021

Cash at bank

This includes cash and fixed term deposit accounts with maturities up to twelve months

Creditors and Provisions

Creditors and provisions are recognised when the entity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any discounts due.

Pensions

All employees are eligible to join the Charity's Pension Scheme, which is a money purchase defined contribution scheme complying with The Pensions Act 1995. Contributions to this scheme are charged to the Statement of Financial Activities as they are incurred.

Operating Leases

IFRS 16 has been adopted with effect from 1st April 2019

Taxation

The charity is exempt from Corporation Tax on its charitable activities.

2 INCOME

	2020	2020	2020	2020
	£	£	£	£
	Total	Unrestricted	Restricted	Funds
Donations, Gifts and Legacies				
General donations	2,724	5,008	7,399	12,407
Famborough Community Centre Asscn.	43,999	-	-	-
Total	46,723	5,008	7,399	12,407
Income from Charitable Activities				
Grants	87,070	146,022	98,429	47,593
Rushmoor Borough Council	40,188	64,007	7,426	56,581
Hampshire County Council	70,203	75,219	-	75,219
Broadhurst Welcome Home Community	-	30,123	28,132	1,991
HMG for funtoughed employees	-	31,937	-	31,937
Positive Action	100,000	12,000	-	12,000
Community Action Hampshire	-	21,992	-	21,992
The National Lottery Community Fund	-	5,361	-	5,361
Other	-	-	-	-
Local Authority Contracts:				
Hants CC Transport Services	108,113	124,616	21,908	102,708
Minibus Income	66,896	20,978	19,773	1,205
Office & Training Services	7,839	17,168	15,619	1,549
RVS Home Help	138,462	81,494	81,494	-
Total	618,771	630,916	272,781	358,136
Investment Income and Interest				
Investment Income	832	842	227	615
Bank and Deposit Interest	3,692	3,008	2,934	74
Total	4,524	3,850	3,161	689
TOTAL INCOME	670,018	647,174	280,950	366,224
INCOME BY ACTIVITY				
Core CVS functions	158,289	137,790	92,961	44,829
Covid-19	-	72,906	-	72,906
Volunteer Centre	9,187	14,889	80	14,809
Home Help	138,717	118,240	118,240	-
Transport	187,090	188,597	69,657	118,940
Community Access	51,703	57,313	-	57,313
Blooming Marvellous	23,157	24,800	-	24,800
Positive Action	100,000	31,937	-	31,937
Charity Funds	1,875	702	12	690
TOTAL INCOME	670,018	647,174	280,950	366,224

RUSHMOOR VOLUNTARY SERVICES
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2021

3 EXPENDITURE

	£	£	£	£
	2020	Funds	Restricted	Unrestricted
	Total	Total		
Expenditure on Charitable Activities	136,500	130,096	84,766	45,329
Core CVS functions	1,260	54,178	-	54,178
Covid-19 relief	18,240	23,578	8,769	14,809
Volunteer Centre	147,577	131,928	131,928	-
Home Help	204,725	173,197	67,064	106,133
Transport	44,807	59,282	-	59,282
Community Access	28,810	28,572	3,772	24,800
Blooming Marvellous	6,211	25,494	-	25,494
Positive Action	832	790	40	750
Charity Funds	(18,810)	(26,414)	(26,414)	-
Management charges reallocated	570,152	600,700	269,925	330,775
Total Expenditure on Charitable Activities	570,152	600,700	269,925	330,775

These figures include support costs, governance costs, and management charges. These have been allocated to charitable activities as follows:

	£	£	£	£
	2020	Funds	Restricted	Unrestricted
	Total	Total		
Core CVS functions	14,262	7,826	7,826	-
Volunteer Centre	4,244	3,011	3,011	-
Home Help	8,034	10,138	10,138	-
Transport	20,745	17,882	17,882	-
Community Access	3,946	3,523	-	3,523
Blooming Marvellous	5,960	4,493	4,493	-
Positive Action	2,500	10,000	-	10,000
Covid-19	-	1,311	1,311	-
Total	59,691	58,184	44,661	13,523
Comprising: Management charges	18,810	26,414	-	-
Support & Governance costs	40,881	31,770	-	-
Total	59,691	58,184	44,661	13,523

	£	£	£	£
	2020	Funds	Restricted	Unrestricted
	Total	Total		
Support staff	156	639	-	639
Rent, Utilities and Insurance	15,168	11,728	-	11,728
General office costs	14,220	14,324	-	14,324
Repairs and maintenance	1,944	2,106	-	2,106
Depreciation	974	2,737	-	2,737
Miscellaneous	2,557	236	-	236
Total	35,019	31,770	639	31,770

Management charges have been made in line with grant or contract terms. Support costs have been apportioned to each activity in proportion to their estimated usage of each element of cost. No support costs were allocated to grant making activities.

Expenditure from Charity Funds includes grants of £750 (2020: £2,076). Expenditure within Positive Action category includes grants of £15,471 (2020: £3,711).

4 NET INCOME/EXPENDITURE

	£	£
	2020	2021
Auditors' remuneration for audit services	5,750	6,000
Depreciation of assets	30,570	13,503
Profit on sale of fixed assets	1,880	-
Operating lease rentals	8,392	19,700
Grants paid	5,787	37,261
Total	59,691	130,096

Net Income/Expenditure is stated after charging or (crediting):

**RUSHMOOR VOLUNTARY SERVICES
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2021**

5 GRANTS PAID

	2021	2020
Grants paid to individuals	790	84
Food purchases for Covid-19 relief	4,000	750
Grants paid to organisations:		
Vine Centre	-	500
The Source Young Peoples' charity	-	142
Rushmoor Healthy Living	-	500
Aldershot Royal British Legion	-	100
Yateley Shopper	17,000	-
TVPS	15,471	3,711
Total	37,261	5,787

The average number of persons employed by the Charity during the year was 4 full time (2020:3) and 39 part time (2020:47) employed as follows:

	2021	2020
Core activities	3	4
Volunteer Centre	1	1
Home Help	28	33
Transport	6	9
Community Access	1	1
Blooming Marvellous	1	2
COVID services	3	-
Total	43	50

The aggregate payroll costs of these persons were as follows:

	2021	2020
Wages and Salaries including temporary staff	404,362	392,674
Social Security costs	15,516	14,580
Pensions contributions and Life Assurance	11,200	12,767
	431,078	420,021

No employee receives an annual salary including benefits of more than £50,000 per year. In addition to paid staff, RVS also has a number of volunteers. The Directors are defined as the Board of Trustees. No emoluments or expenses were paid to members of the Board.

7 FIXED ASSETS

	Right of Office equipment	Computers	Motor Vehicles	Total
Cost				
At 1 April 2020	57,433	17,146	98,574	175,879
Additions	-	3,933	-	3,933
Disposals	-	-	-	-
At 31 March 2021	57,433	21,079	98,574	179,812
Depreciation				
At 1 April 2020	10,490	11,646	68,316	92,436
Recovered on Disposals	-	-	-	-
Charge for year	19,700	2,569	10,766	33,203
At 31 March 2021	30,190	14,215	79,082	125,639
Net Book Value				
At 31 March 2020	46,943	5,500	30,258	83,443
At 31 March 2021	27,243	6,864	19,492	54,172

The Company adopted IFRS16 dealing with the treatment of leases and rights of use assets with effect from 1st April 2019.

RUSHMOOR VOLUNTARY SERVICES
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2021

8 INVESTMENTS

Investments held by the Charity relate to the Phillips Legacy and the former Army Catering Corps Trust. With the authority of the Trustees, investments can be wider or narrower range investments within the meaning of Section 3 of the Trustee Act 2000. Current investments are as follows:

	Market Value	At Cost	
	2021	2021	2020
	£	£	£
UK Listed Investments			
Mrs Phillips Trust Fund	11,796	7,282	9,473
1773.30 dis. Units Charishare common investment			
Army Catering Corps Trust	11,362	6,782	9,414
635.11 units COIF charities deposit fund			
454.67 units COIF charities deposit fund	7,934	4,138	6,740
Value as at 1 April 2020	25,627	18,202	25,627
Disposals	-	-	-
Increase/(Decrease) in value	5,465		(2,247)
Value as at 31 March 2021	31,092	18,202	25,627
Breakdown of Investment Income:			
Bank interest receivable	2,937		3,692
Income from UK Listed Investments	913		832
Total	3,850		4,524

9 DEBTORS

Trade debtors	61,098	9,804
Sundry Debtors	2,606	118
Prepayments	4,863	10,967
Total	68,567	20,889

10 CREDITORS

	2021	2020
	£	£
Due and payable within one year:		
Accruals	40,118	26,158
Grants deferred	102,312	-
Liability under licence agreement for office workstations and bus parking	50,113	34,816
Pension costs	-	1,776
Sundry Creditors	2,741	5,851
Total	195,284	68,601
Due and payable after one year:		
Liability under licence agreement for office workstations and bus parking	7,320	22,617

**RUSHMOOR VOLUNTARY SERVICES
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2021**

11 RESERVES

	1 April	2020	Income	Spend	Inv. Gain	Transfers	31 March
	£	£	£	£	£	£	£
Restricted Reserves							
Mrs Phillips' legacy	17,635	523	750	3,517			20,925
Army Catering Corps grant	10,624	167	-	1,948			12,739
Community Access	8,777	57,313	59,282				6,808
Blooming Marvellous	872	24,800	24,800				872
Positive Action	93,789	31,937	25,494				100,232
Core	500	44,829	45,329				0
Covid-19 relief	-	72,906	54,178				18,728
Transport	-	118,940	106,133				12,807
Volunteer Centre	-	14,809	14,809				-
Total Restricted Reserves	132,197	366,224	330,775	5,465	0	173,111	
Unrestricted Reserves:							
Bus replacement	71,672						82,438
Bus depreciation	30,258						19,492
Charity Fund	852						852
Grants for Carers	800						0
Employment contingency	68,000						34,438
Volunteer Centre expenses	10,000						10,000
Blooming Marvellous	10,000						10,000
Contingency Reserve	20,000						20,000
Total Designated Reserves	211,582	0	0	0	0	(34,362)	177,220
General Reserves	163,951	280,950	269,925	0	0	34,362	209,338
Total Unrestricted Reserves	375,533	280,950	269,925	0	0	0	386,558
TOTAL FUNDS	507,730	647,174	600,700	5,465	0	559,669	

The Restricted Reserves are the balances on funds that arise from grant or contract income received for specific projects which are ongoing:

Designated Reserves are amounts that have been set aside by the Trustees from the General Reserves of the Charity to fund specific projects or activities:

The Charity Fund can make donations to help individuals and the Trustees will from time to time increase this reserve from the general reserves of the Charity.
The Bus Replacement Reserve is being built up to replace buses that have reached the end of their useful lives.
The Bus Depreciation Reserve covers the cost of future depreciation of the buses as their market value is uncertain.
Volunteer Centre and Blooming Marvellous project reserves are to cover shortfalls in funding in the coming year.
Employment contingency and general contingency reserves are to cover costs arising in the event that the charity is forced to close.

12 FUNDS HELD FOR DISTRIBUTION

These amounts are included in the Charity's Statement of Financial Activities and Balance Sheet.

13 LEASES

The Company has adopted IFRS16 and all leases and Right of Use assets have been capitalised and shown as an asset in Note 7. The liability arising from these leases and Right of Use assets is shown as a liability on the Balance Sheet and in Note 10.

14 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Restricted	Unrestricted	Total
Funds	Funds	Funds	Funds
£	£	£	£
Fixed Assets	19,492	34,680	54,172
Investments	31,092		31,092
Net Current Assets/(Liabilities)	122,527	351,878	474,405
	173,111	386,558	559,669

**RUSHMOOR VOLUNTARY SERVICES
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2021**

15 CONTINGENT LIABILITIES

There are no contingent liabilities at the balance sheet date.

16 CONTROLLING PARTY

There is no single controlling party.

17 RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2021	2020
Net Movement in Funds	£ 51,939	£ 97,619
Add back non-cash items:		
Depreciation charge	7	30,570
Profit on disposal of fixed assets	-	(1,880)
Deduct financial items:		
Interest income	2	(3,692)
Dividends received	2	(832)
Losses/(Gains) on Investments	8	2,247
Other Balance Sheet movements:		
Reduction/(Increase) in Debtors	9	15,749
Increase/(Reduction) in Creditors	10	65,247
Net Cash used in Operating Activities	139,536	205,028

18 SOURCE OF MATERIAL INCOMING RESOURCES FROM GOVERNMENT AND OTHER PUBLIC BODIES

	2021	2020
Central Government & Other bodies:		
Her Majesty's Government:		
Funded employees	30,123	-
National Lottery:		
Community development	21,992	-
Local Authority Contracts		
Hampshire County Council		
Dial-a-Ride	60,443	55,647
Hart Borough Council and other transport	36,568	52,466
Local Authority Grants		
Rushmoor Borough Council		
Main RVS grant	75,880	75,500
Place Court and Age Concern	10,570	10,570
Blooming Marvellous	6,000	-
Covid-19	41,593	-
Other	7,500	1,000
Hampshire County Council		
Main RVS grant	38,706	36,322
Blooming Marvellous	-	1,822
Purchase of buses	-	1,544
Bus Services	23,157	-
Other	7,394	500
Contracts with other Public Bodies		
North East Hampshire and Farnham CCG (NHS)		
Transport contract	-	8,025