

REGISTERED COMPANY NUMBER: 05333784 (England and Wales)
REGISTERED CHARITY NUMBER: 1117546

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2022
FOR
ROTHER VOLUNTARY ACTION
(A COMPANY LIMITED BY GUARANTEE)**

Registrar

Gibbons Mannington & Phipps LLP
Chartered Accountants
20 Eversley Road
Bexhill-on-Sea
East Sussex
TN40 1HE

ROTHER VOLUNTARY ACTION

**CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2022**

| | Page |
|--|-------------|
| Report of the Trustees | 1 to 5 |
| Independent Examiner's Report | 6 |
| Statement of Financial Activities | 7 |
| Balance Sheet | 8 |
| Cash Flow Statement | 9 |
| Notes to the Financial Statements | 10 to 20 |

ROTHER VOLUNTARY ACTION

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH 2022

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31st March 2022. The trustees have adopted the provisions of 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).

OBJECTIVES AND ACTIVITIES

Objectives and aims

This year, April 2021 - March 2022, RVA staff and Trustees have worked with stakeholders and community partners to develop our offer. We went back to the basics and redefined what a voluntary action is in line with NAVCA's definition and framework and what our offer should be. Our aim was not to be operational but to be the best support mechanism we could be to the VCSE across Rother. We consulted our community and redefined our purpose and reviewed our staffing team. As the country and Rother came out of the restrictions of lockdown brought about by the Covid 19 pandemic, more community activity has emerged and the voluntary sector across Rother has worked hard to support the community in a variety of traditional and creative ways.

At the end of the financial year, we could see the emerging Ukraine crisis and sought funding for a Community Development Worker and formed 5 hubs across Rother to support Ukrainian guests and host families. This work has been ongoing and RVA with partners, in RDC and ESCC, we were able to react quickly to the emerging humanitarian crisis. The voluntary sector has again shown its strength, resilience, and skill in how quickly they have reacted to a significant challenge and its ability to work collaboratively with the local authority, with communities and with each other.

Ongoing challenges the VCSE in Rother face continue to be keeping vulnerable individuals safe, providing timely and accurate information, and helping people cope with loneliness, poverty, keep well and be fed. Following a successful consultation in 2021, with voluntary sector organisations across Rother, it is clear that the community, the sector and partners will benefit from a community hub space. This will bring about co-location of services and enable a more joined up approach to serving our community. RVA are working closely with stakeholders and community partners to identify an appropriate space and raise funds to renovate. It is hoped the hub space will be in Bexhill, as a hub and spoke model, reaching into the wider rural community in a variety of ways. Finally, we celebrated a successful NAVCA review of our services and have received the NAVCA quality award. A special thanks to the whole RVA team for their hard work and for really pulling together to get this successful outcome.

Our priorities in 2021/22 were to:

- To improve our networks, advice-giving and training**
- Create a strong customer service journey**
- Develop a strong team**
- Maintain financial sustainability**
- Develop a Volunteer Hub**

Improving our networks, our advice-giving and our training, both in person and online.

We developed the **skill within the team** and actively recruited skilled practitioners who were proactive and driven to support the VCSE across Rother. We sought funding for our **Volunteer brokerage service and Trusteeship program** and worked with our partners 3VA and HVA to ensure consistency across East Sussex. We actively recruited a small team to run the program and worked hard to maintain **financial sustainability** for RVA and the sector.

Public benefit

The Trustees have considered their duty set out in Section 17 of the Charities Act 2011 to have due regard to public benefit guidance by the Commission and in their opinion the foregoing report on our achievements and performance demonstrates that they have complied therewith.

ROTHER VOLUNTARY ACTION

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH 2022

ACHIEVEMENT AND PERFORMANCE

Charitable activities

We continue to examine and reassess our work with the community to see what is required and needed of us and we have sought to:

1. **To improve our networks, advice-giving and training:** We refined our staff teams roles and responsibilities and prioritised our general infrastructure offer. We appointed a skilled community development lead to set up themed networks and developed a comprehensive training offer across the year. More information about our networks and training events can be found on our website.
2. **Create a strong customer service journey:** A RVA steering group was created and our offer streamlined and developed into a comprehensive offer. A member of staff was assigned to develop the pathway and redesign our CRM.
3. **Develop a strong team:** This year we invested in staff training, supervision and recruitment. RVA are a strong team with a clear purpose and commitment to the Rother community they serve. The team have gone through our NAVCA framework assessment and passed successfully.
4. **Maintain Financial sustainability:** RVA continues to be in a position to develop our offer, use our resources more effectively, and ensure funders and policymakers know what money and resource are needed for Rother. A funding strategy was developed.
5. **Develop a Volunteer Hub:** We know, as a result, of the Pandemic that volunteering is high on the agenda of many of the organisations we support with requests for Trustees, Digital brokerage/recruitment and micro-volunteering offers. RVA secured funding from ESCC, Little Chainey Wind Farm and Reaching Communities to start a Volunteer Hub and Trustee Brokerage service. Staff have been appointed and a Trustee Brokerage pilot will launch in October 2022. RVA are working closely with ESCC to develop a digital volunteer brokerage platform that will be launched in 2023.

Project delivery April 2021- March 2022

Making It Happen

The Making It Happen project which RVA is part of, alongside 4 other organisations in East Sussex, supports groups and individuals wanting to start groups or community initiatives. It is clear from our work that community groups need to be supported not only with decision making processes such as setting up a group, creating policies and procedures, recruiting staff and/or volunteers, but also with finding the right funding opportunities that can support the long-term sustainability of those groups. This, we do not only through researching and finding appropriate grants, but also through grants available through the Making It Happen project, such as Small Sparks, Next Steps and Grow grants.

Since the start of the Making It Happen project in October 2019, RVA have awarded grants to many different community initiatives and groups, such as: Battle Wildlife Meadows Group (an environmental group), W.Ave Arts Bexhill (a graffiti art group), ArtByVickyCraggs (an arts and crafts group for children with special needs) Rainbow Kitchen Magic (a community cookery group), the Footbridge Gallery project (an open air gallery on a local landmark) and many others.

By enabling community groups through internal funding, we not only help them to start their journey, but we also facilitate access to information and promote inclusion and support groups to have a voice.

Interreg - HAIRE and Age friendly Rother

The HAIRE (Healthy Ageing through Innovation in Rural Europe) funded by the Interreg 2 Seas programme and co-funded by the European Regional Development Fund, undertook significant assessment of need through guided conversations and follow-up conversations.

This work acted as leverage for RVA (in collaboration with their HAIRE ESCC partners) to have conversations with RDC around Rother becoming an Age Friendly Community.

ROTHER VOLUNTARY ACTION

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH 2022

As a result, an application was made by Rother District Council to join the UK Network of Age-friendly Communities in the summer of 2021 and was approved in September of the same year. RDC have made a five-year commitment to the Age Friendly Communities Programme.

Interreg - I KNOW HOW

This project is to support people with a cancer diagnosis to return to work (if they want and can). RVA have produced a 'road map' to help employers to see how the journey that they and their employee could travel to make the return-to-work process smoother and more considered- with critical points along the way.

At the start of the project 100s of interviews were conducted with employers of small and medium businesses across Rother.

All types of small to medium businesses were interviewed including voluntary groups.

Once all the interviews had taken place, they were all analysed and from them the information informed the most common issues that were found to be the same for many employers when faced with an employee with a Cancer diagnosis.

This project is in its final year and will come to an end in December 2022.

Volunteer brokerage service

Funding agreed by Reaching Communities over 5 years, and ESCC over 2 years. The staffing and action plan in development stage.

Homes 4 Ukraine support scheme

Part-time community development work appointed to develop program and set up 5 community hubs with local community leaders to support guests and hosts in the community, initially with visa issues, and matching.

Clean Seas Please

A project we have worked on with the Environment Agency since 2012. The project recognises the importance of engaging the local community with the impacts of poor water quality and the need for people to change their behaviours.

The funding from the Environment Agency has now come to an end and with it RVA's involvement. However, the work continues through our partner Strandliners (<https://strandliners.org/clean-seas-please/>).

Our strategic aims for the coming year - 2022/23 are to:

1. To continue to find ways to improve our community networks, advice-giving and training. Working closely with HVA and 3VA where possible to gain greater reach across county, share best practice and resources.
2. Create a strong customer service journey that is streamlined through RVA that meets the needs of the Voluntary sector and we can monitor and map the VCSE across Rother and who RVA serves, understanding their place in an organisational life-cycle and clarifying their needs. RVA as advocate, catalyst/architect/facilitator.
3. Develop a community hub strategy and action plan in line with VCSE in Rother and wider stakeholders. Identify an appropriate building and work in partnership to service the community of Rother with an accessible shared space.
4. Develop and grow our new Volunteer and Trustee brokerage service, work in partnership with 3VA and HVA to develop a consistent offer across East Sussex. Embed the emerging digital platform developed by ESCC on behalf of the sector, alongside volunteer fairs, training for volunteers and Trustee recruitment.

ROTHER VOLUNTARY ACTION

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH 2022

FINANCIAL REVIEW

Financial position

The year 2021/22 saw an unrestricted operating surplus of £21,459 (£61,458 and £30,192 in previous years).

Income from grants and donations was £317,178 and from charitable activities £267,532 (compared to £129,313 and £278,277 in 2020/21).

Expenditure on charitable activities for the year totalled £563,251 (£346,132 2020/21) of which £266,550 (£246,352 2020/21) was spent on staff costs representing 47% (71% 2020/21) of RVA's charitable expenditure.

Reserves policy

It is the policy of the trustees to maintain sufficient reserves to ensure the day to day running of the charity and, in the event of any unforeseen circumstances, to support existing projects for fixed periods until funding is secured and to cover staff costs obligations and administrative costs.

The general fund reserves at the year-end amounted to £278,607.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Rother Voluntary Action is a company limited by guarantee and is governed by its Memorandum and Articles which were an integral part of the incorporation on 17th January 2005. On 10th January 2007 the company became a Charity registered with the Charity Commission.

At its AGM on the 8th December 2020 a resolution was passed to change the legal structure of the Charity to a Charitable Incorporated Organisation (CIO). RVA is awaiting confirmation of the change of structure from the Charity Commission.

Recruitment and appointment of new trustees

The management of Rother Voluntary Action is the responsibility of the Trustees who are elected under the terms of the Memorandum and Articles. The Trustees may appoint a person who is willing to act as a Trustee, either to fill a vacancy or to act as an additional Trustee provided that the appointment does not cause the number of Trustees to exceed the maximum number. Only persons who are members of the company shall be eligible to become Trustees. None of the charity's Trustees receive any remuneration.

Recruitment and induction of trustees

Rother Voluntary Action follows the same process of recruitment and induction whether a potential Board member is nominated or co-opted. All potential Board members are asked to complete an application pack and are interviewed by a subgroup of the Board. Board members will then decide whether to co-opt or to recommend nomination to members at the AGM. The Chief Executive Officer is responsible for coordinating the Induction process and giving opportunities to get to know the organisation.

Risk management

The key risks to the organisation are:

- The withdrawal of contracts from Public Service organisations and the impact this has in managing the long-term strategy of the organisation
- Increasing concerns about the availability of funding from charitable and non-charitable sources that can be accessed for Rother
- Likely further cuts to Public Service finances
- The loss of any key experienced staff member

Rother Voluntary Action, like many voluntary organisations, continues to face challenges to maintain its financial operating reserve. At this point the Rother Voluntary Action board is satisfied that actions already taken or are planned are sufficient to enable the organisation to navigate through the continued financial turbulence affecting, particularly, the Public Sector and its partners.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

05333784 (England and Wales)

ROTHER VOLUNTARY ACTION

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2022**

Registered Charity number
1117546

Registered office
47 London Road
Bexhill-on-Sea
East Sussex
TN39 3JY

Trustees
J C Kirkham (resigned 19/10/2021)
D M Smith
L Seddon
T J Hemmings
C N Mills
O Jeffs
C V Cook (appointed 1/7/2021)
J Collins (appointed 22/4/2021)

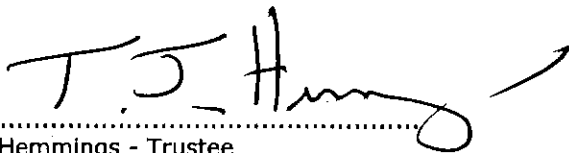
Independent Examiner
Samantha Whiting
Institute of Chartered Accountants in England and Wales
Gibbons Mannington & Phipps LLP
Chartered Accountants
20 Eversley Road
Bexhill-on-Sea
East Sussex
TN40 1HE

Bankers
Lloyds Bank plc, 17 Wellington Place, Hastings, East Sussex, TN34 1NX
CAF Bank Limited, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent, ME19 4JQ
Charity Bank, Fosse House, 182 High Street, Tonbridge, Kent, TN9 1BE

Chief Executive
Claire Cordell - CEO

Advisers
Nicola Mitchell - Rother District Council
Paul Rideout - East Sussex County Council

Approved by order of the board of trustees on ...20-10-2022..... and signed on its behalf
by:



.....
T J Hemmings - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
ROTHER VOLUNTARY ACTION**

Independent examiner's report to the trustees of Rother Voluntary Action ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31st March 2022.

Responsibilities and basis of report

As the charity's trustees of the Company (and also 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 your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of Institute of Chartered Accountants in England and Wales 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.

Samantha Whiting
Institute of Chartered Accountants in England and Wales
Gibbons Mannington & Phillips LLP
20 Eversley Road
Bexhill-on-Sea
East Sussex
TN40 1HE

Date:

ROTHER VOLUNTARY ACTION

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2022**

| | Notes | Unrestricted funds £ | Restricted funds £ | 2022 Total funds £ | 2021 Total funds £ |
|------------------------------------|-------|-------------------------|-----------------------|--------------------------|--------------------------|
| INCOME AND ENDOWMENTS FROM | | | | | |
| Donations and legacies | 2 | 167,378 | 149,800 | 317,178 | 129,313 |
| Charitable activities | | | | | |
| Projects | | 263,950 | - | 263,950 | 275,931 |
| Community accounting | | 3,426 | - | 3,426 | 2,204 |
| Earned income | | 30 | - | 30 | - |
| Meeting room hire | | 80 | - | 80 | - |
| Investment income | 3 | 46 | - | 46 | 142 |
| Total | | 434,910 | 149,800 | 584,710 | 407,590 |
| EXPENDITURE ON | | | | | |
| Charitable activities | | | | | |
| Projects | 5 | 121,947 | 138,800 | 260,747 | 70,338 |
| Other charitable activities | | 302,504 | - | 302,504 | 275,794 |
| Total | | 424,451 | 138,800 | 563,251 | 346,132 |
| NET INCOME | | 10,459 | 11,000 | 21,459 | 61,458 |
| Transfers between funds | 17 | 11,000 | (11,000) | - | - |
| Net movement in funds | | 21,459 | - | 21,459 | 61,458 |
| RECONCILIATION OF FUNDS | | | | | |
| Total funds brought forward | | 257,148 | - | 257,148 | 195,690 |
| TOTAL FUNDS CARRIED FORWARD | | 278,607 | - | 278,607 | 257,148 |

The notes form part of these financial statements

ROTHER VOLUNTARY ACTION

**BALANCE SHEET
31ST MARCH 2022**

| | Notes | Unrestricted funds £ | Restricted funds £ | 2022 Total funds £ | 2021 Total funds £ |
|--|-------|-------------------------|-----------------------|--------------------------|--------------------------|
| FIXED ASSETS | | | | | |
| Tangible assets | 13 | 1,322 | - | 1,322 | 464 |
| CURRENT ASSETS | | | | | |
| Debtors | 14 | 88,743 | - | 88,743 | 47,626 |
| Cash at bank and in hand | | 321,521 | - | 321,521 | 361,607 |
| | | 410,264 | - | 410,264 | 409,233 |
| CREDITORS | | | | | |
| Amounts falling due within one year | 15 | (132,979) | - | (132,979) | (152,549) |
| NET CURRENT ASSETS | | | | | |
| | | 277,285 | - | 277,285 | 256,684 |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | | | | |
| | | 278,607 | - | 278,607 | 257,148 |
| NET ASSETS | | | | | |
| | | 278,607 | - | 278,607 | 257,148 |
| FUNDS | | | | | |
| Unrestricted funds | 17 | | | 278,607 | 257,148 |
| TOTAL FUNDS | | | | | |
| | | | | 278,607 | 257,148 |

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2022.

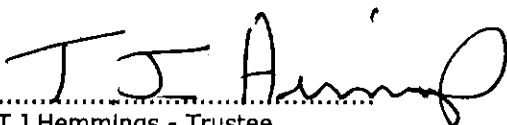
The members have not required the company to obtain an audit of its financial statements for the year ended 31st March 2022 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

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

The financial statements were approved by the Board of Trustees and authorised for Issue on 20-10-2022 and were signed on its behalf by:


T J Hemmings - Trustee

The notes form part of these financial statements

ROTHER VOLUNTARY ACTION**CASH FLOW STATEMENT
FOR THE YEAR ENDED 31ST MARCH 2022**

| | Notes | 2022 £ | 2021 £ |
|--|-------|-----------------------|-----------------------|
| Cash flows from operating activities | | | |
| Cash generated from operations | 19 | <u>(38,500)</u> | <u>5,105</u> |
| Net cash (used in)/provided by operating activities | | <u>(38,500)</u> | <u>5,105</u> |
| Cash flows from investing activities | | | |
| Purchase of tangible fixed assets | | <u>(1,632)</u> | <u>(696)</u> |
| Interest received | | <u>46</u> | <u>142</u> |
| Net cash used in investing activities | | <u>(1,586)</u> | <u>(554)</u> |
| Change in cash and cash equivalents in the reporting period | | | |
| Cash and cash equivalents at the beginning of the reporting period | | <u>361,607</u> | <u>357,056</u> |
| Cash and cash equivalents at the end of the reporting period | | <u><u>321,521</u></u> | <u><u>361,607</u></u> |

The notes form part of these financial statements

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, 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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

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

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Computer equipment - 33% on cost

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

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 opening of the deposit.

Debtors

Debtors are recognised at their recoverable amounts to which the charity is entitled.

Creditors

Creditors are recognised where the charity 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 are normally recognised at their settlement value.

ROTHER VOLUNTARY ACTION

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST MARCH 2022**

2. DONATIONS AND LEGACIES

| | 2022 | 2021 |
|--------|-----------------------|-----------------------|
| | £ | £ |
| Grants | <u>317,178</u> | <u>129,313</u> |

Grants received, Included In the above, are as follows:

| | 2022 | 2021 |
|--|-----------------------|-----------------------|
| | £ | £ |
| Rother District Council | 38,000 | 38,000 |
| Rother District Council - HAIRE | 30,000 | 10,000 |
| East Sussex County Council | 127,330 | 57,330 |
| Blg Local Trust | 79,800 | - |
| BRP | 20,000 | 20,000 |
| Hastings & Rother Primary Care Trust | 7,984 | - |
| Local Action Plan | 2,064 | - |
| Youth Development Services Small Grants Scheme | 12,000 | - |
| Children in Need | - | 3,983 |
| | <u>317,178</u> | <u>129,313</u> |

3. INVESTMENT INCOME

| | 2022 | 2021 |
|--------------------------|------------------|-------------------|
| | £ | £ |
| Deposit account Interest | <u>46</u> | <u>142</u> |

4. INCOME FROM CHARITABLE ACTIVITIES

| | Activity | 2022 | 2021 |
|----------------------------|----------------------|-----------------------|-----------------------|
| | | £ | £ |
| Project income and support | Projects | 263,950 | 275,931 |
| Community accounting | Community accounting | 3,426 | 2,204 |
| Earned Income | Earned Income | 30 | - |
| Meeting room hire | Meeting room hire | 80 | - |
| | | <u>267,486</u> | <u>278,135</u> |

5. CHARITABLE ACTIVITIES COSTS

| | Direct Costs (see note 6) | Grant funding of activities (see note 7) | Support costs (see note 8) | Totals |
|-----------------------------|---------------------------|--|----------------------------|-----------------------|
| | £ | £ | £ | £ |
| Projects | 163,217 | 97,530 | - | 260,747 |
| Other charitable activities | 300,981 | - | 1,523 | 302,504 |
| | <u>464,198</u> | <u>97,530</u> | <u>1,523</u> | <u>563,251</u> |

ROTHER VOLUNTARY ACTION

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31ST MARCH 2022

6. DIRECT COSTS OF CHARITABLE ACTIVITIES

| | 2022 | 2021 |
|---|----------------|----------------|
| | £ | £ |
| Staff costs | 266,550 | 246,352 |
| Payroll costs | 2,087 | 2,054 |
| Project costs | 163,217 | 30,418 |
| Rent and office costs | 7,500 | 6,000 |
| Rates, building repairs, utilities and cleaning | 6,764 | 5,471 |
| Insurance | 2,818 | 2,765 |
| Room hire | 2,238 | 372 |
| Stationery and computer expenses | 5,601 | 4,937 |
| Marketing and promotions | 192 | - |
| Equipment maintenance | 296 | 1,039 |
| Telephone and internet | 3,395 | 2,835 |
| Fees, licences, subscriptions and publications | 1,050 | 1,272 |
| Travel and hospitality | 1,373 | 58 |
| Trainings and course fees | 223 | 279 |
| Bank charges | 120 | 123 |
| Depreciation | 774 | 904 |
| | <u>464,198</u> | <u>304,879</u> |

7. GRANTS PAYABLE

| | 2022 | 2021 |
|----------|---------------|---------------|
| | £ | £ |
| Projects | <u>97,530</u> | <u>39,920</u> |

The total grants paid to institutions during the year was as follows:

| | 2022 | 2021 |
|---|---------------|---------------|
| | £ | £ |
| All Saints CE Primary School* | 2,500 | - |
| Bexhill Bike and Skate Park* | 76,000 | - |
| Bexhill CAP* | 2,500 | 3,450 |
| Hastings and Rother Credit Union* | 6,550 | - |
| Ingrams Farm Allotments Association* | 2,000 | - |
| Sidley Cricket Club* | 7,000 | - |
| Other grants to organisations under £1,000* | 980 | 2,243 |
| Bexhill Breathers | - | 1,600 |
| Bexhill Carling Community* | - | 1,235 |
| Bexhill Foodbank* | - | 1,309 |
| Claverham Community College | - | 4,600 |
| Dragonfiles Nursery* | - | 5,000 |
| Glenleigh Academy* | - | 1,000 |
| Robertsbridge Community College | - | 3,200 |
| Sidley Baptist Church/Freedom Church* | - | 2,728 |
| Sidley United Football Club* | - | 1,500 |
| Sidley Young Peoples Project* | - | 3,070 |
| The Pelham CIO | - | 3,000 |
| 20/20 Health | - | 2,445 |
| Younique Wellbeing Studios | - | 1,950 |
| Other grants to organisations under £1,000 | - | 1,590 |
| | <u>97,530</u> | <u>39,920</u> |

* Heart of Sidley grants to community groups and projects

ROTHER VOLUNTARY ACTION**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST MARCH 2022****8. SUPPORT COSTS**

| | |
|-----------------------------|--------------------------|
| | Governance costs £ |
| Other charitable activities | <u><u>1,523</u></u> |

Support costs, included in the above, are as follows:

Governance costs

| | 2022 Other charitable activities £ | 2021 Total activities £ |
|-----------------------------|--|----------------------------------|
| Legal fees | 130 | - |
| Accountancy fees | 876 | 828 |
| Independent examiner's fees | 504 | 492 |
| Annual return fee | 13 | 13 |
| | <u><u>1,523</u></u> | <u><u>1,333</u></u> |

9. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

| | 2022 £ | 2021 £ |
|-----------------------------|-------------------|-------------------|
| Depreciation - owned assets | <u><u>774</u></u> | <u><u>904</u></u> |

10. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st March 2022 nor for the year ended 31st March 2021.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31st March 2022 nor for the year ended 31st March 2021.

11. STAFF COSTS

| | 2022 £ | 2021 £ |
|-----------------------|-----------------------|-----------------------|
| Wages and salaries | 241,254 | 220,239 |
| Social security costs | 15,961 | 17,214 |
| Other pension costs | 9,335 | 8,899 |
| | <u><u>266,550</u></u> | <u><u>246,352</u></u> |

The average monthly number of employees during the year was as follows:

| | 2022 | 2021 |
|--------------------------|------------------|------------------|
| Full and part time staff | <u><u>11</u></u> | <u><u>10</u></u> |

No employees received emoluments in excess of £60,000.

ROTHER VOLUNTARY ACTION

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST MARCH 2022**

12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

| | Unrestricted funds £ | Restricted funds £ | Total funds £ |
|------------------------------------|----------------------------|--------------------------|---------------------|
| INCOME AND ENDOWMENTS FROM | | | |
| Donations and legacies | 129,313 | - | 129,313 |
| Charitable activities | | | |
| Projects | 237,956 | 37,975 | 275,931 |
| Community accounting | 2,204 | - | 2,204 |
| Investment Income | 142 | - | 142 |
| Total | <u>369,615</u> | <u>37,975</u> | <u>407,590</u> |
| EXPENDITURE ON | | | |
| Charitable activities | | | |
| Projects | 32,363 | 37,975 | 70,338 |
| Other charitable activities | 275,794 | - | 275,794 |
| Total | <u>308,157</u> | <u>37,975</u> | <u>346,132</u> |
| NET INCOME | 61,458 | - | 61,458 |
| RECONCILIATION OF FUNDS | | | |
| Total funds brought forward | 195,690 | - | 195,690 |
| TOTAL FUNDS CARRIED FORWARD | <u>257,148</u> | <u>-</u> | <u>257,148</u> |

These figures are for the year ended 31st March 2021.

13. TANGIBLE FIXED ASSETS

| | Computer equipment £ |
|-----------------------|----------------------------|
| COST | |
| At 1st April 2021 | 22,501 |
| Additions | 1,632 |
| At 31st March 2022 | 24,133 |
| DEPRECIATION | |
| At 1st April 2021 | 22,037 |
| Charge for year | 774 |
| At 31st March 2022 | 22,811 |
| NET BOOK VALUE | |
| At 31st March 2022 | 1,322 |
| At 31st March 2021 | 464 |

ROTHER VOLUNTARY ACTION

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST MARCH 2022**

14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 2022 | 2021 |
|-------------------|---------------|--------|
| | £ | £ |
| Grants receivable | 28,665 | 9,555 |
| Other debtors | 60,078 | 38,071 |
| | 88,743 | 47,626 |

15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 2022 | 2021 |
|--|----------------|---------|
| | £ | £ |
| Balance of funds administered for others (see note 22) | 53,557 | 77,875 |
| Social security and other taxes | 4,229 | - |
| Other creditors | 25,193 | 7,730 |
| Grants and funding received in advance | 50,000 | 60,398 |
| Funding repayable | - | 6,546 |
| | 132,979 | 152,549 |

16. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

| | 2022 | 2021 |
|----------------------------|---------------|--------|
| | £ | £ |
| Between one and five years | 30,000 | 37,500 |

The lease of 47 London Road was signed on 31 March 2016. It is for the period of 10 years from that date with a break clause at the end of the fifth year. The rent was reviewed to £7,500 per annum on the fifth anniversary and then 5% on each subsequent review date.

17. MOVEMENT IN FUNDS

| | At 1/4/21 | Net movement in funds | Transfers between funds | At 31/3/22 |
|--------------------------------------|----------------|--------------------------|-------------------------------|----------------|
| | £ | £ | £ | £ |
| Unrestricted funds | | | | |
| General fund | 213,804 | 10,459 | 11,000 | 235,263 |
| Building maintenance designated fund | 5,019 | - | - | 5,019 |
| General designated fund | 38,325 | - | - | 38,325 |
| | 257,148 | 10,459 | 11,000 | 278,607 |
| Restricted funds | | | | |
| Big Local | - | 3,800 | (3,800) | - |
| Those most in need | - | 7,200 | (7,200) | - |
| | - | 11,000 | (11,000) | - |
| TOTAL FUNDS | 257,148 | 21,459 | - | 278,607 |

ROTHER VOLUNTARY ACTION

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST MARCH 2022**

17. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

| | Incoming resources £ | Resources expended £ | Movement in funds £ |
|---------------------------|----------------------------|----------------------------|---------------------------|
| Unrestricted funds | | | |
| General fund | 434,910 | (424,451) | 10,459 |
| Restricted funds | | | |
| Big Local | 79,800 | (76,000) | 3,800 |
| Those most in need | 70,000 | (62,800) | 7,200 |
| | 149,800 | (138,800) | 11,000 |
| TOTAL FUNDS | 584,710 | (563,251) | 21,459 |

Comparatives for movement in funds

| | At 1/4/20 £ | Net movement in funds £ | Transfers between funds £ | At 31/3/21 £ |
|--------------------------------------|----------------|----------------------------------|------------------------------------|--------------------|
| Unrestricted funds | | | | |
| General fund | 190,671 | 61,458 | (38,325) | 213,804 |
| Building maintenance designated fund | 5,019 | - | - | 5,019 |
| General designated fund | - | - | 38,325 | 38,325 |
| | 195,690 | 61,458 | - | 257,148 |
| TOTAL FUNDS | 195,690 | 61,458 | - | 257,148 |

Comparative net movement in funds, included in the above are as follows:

| | Incoming resources £ | Resources expended £ | Movement in funds £ |
|-------------------------------------|----------------------------|----------------------------|---------------------------|
| Unrestricted funds | | | |
| General fund | 369,615 | (308,157) | 61,458 |
| Restricted funds | | | |
| Big Local project - Heart of Sidley | 37,975 | (37,975) | - |
| TOTAL FUNDS | 407,590 | (346,132) | 61,458 |

Funding was received from ESCC to support those in most need by providing vouchers for food and essentials linked to energy, water and other costs.

Funding was received from Big Local Trust for Sidley Recreation Ground.

Transfers between funds

A transfer was made between restricted fund and unrestricted fund for administration fees which were added to grant funding as it is not possible to allocate the costs between expense headings.

ROTHER VOLUNTARY ACTION

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31ST MARCH 2022

18. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31st March 2022.

19. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

| | 2022 £ | 2021 £ |
|---|-----------------|---------------|
| Net income for the reporting period (as per the Statement of Financial Activities) | 21,459 | 61,458 |
| Adjustments for: | | |
| Depreciation charges | 774 | 904 |
| Interest received | (46) | (142) |
| (Increase)/decrease in debtors | (41,117) | 2,117 |
| Decrease in creditors | (19,570) | (59,232) |
| Net cash (used in)/provided by operations | (38,500) | 5,105 |

20.. ANALYSIS OF CHANGES IN NET FUNDS

| | At 1/4/21 £ | Cash flow £ | At 31/3/22 £ |
|--------------------------|----------------|-----------------|-----------------|
| Net cash | | | |
| Cash at bank and in hand | 361,607 | (40,086) | 321,521 |
| | 361,607 | (40,086) | 321,521 |
| Total | 361,607 | (40,086) | 321,521 |

21. CAPITAL AND RESERVES

Every member of the charity undertakes to contribute to the assets of the charity in the event of the same being wound up while he is a member, or within one year after he ceases to be a member, for payment of debts and of costs, charges and expenses of winding-up the same, and for the adjustment of rights of the contributors among themselves, such amount as may be required not exceeding £1.

ROTHER VOLUNTARY ACTION**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST MARCH 2022****22. FUNDS ADMINISTERED FOR OTHERS**

| | £ |
|---|--------------|
| Local Action Plan | |
| Balance at 1st April 2021 | 2,064 |
| Expenditure | |
| Rother Voluntary Action | 2,064 |
| Balance at 31st March 2022 | <u>0</u> |
| Hastings and Rother Primary Care Trust: | |
| <i>Small Grants Scheme and HIMP Working Groups</i> | |
| Balance at 1st April 2021 | 2,984 |
| Expenditure | |
| Rother Voluntary Action | 2,984 |
| Balance at 31st March 2022 | <u>0</u> |
| <i>Asset Mapping Project</i> | |
| Balance at 1st April 2021 | 5,000 |
| Expenditure | |
| Rother Voluntary Action | 5,000 |
| Balance at 31st March 2022 | <u>0</u> |
| Youth Development Services: | |
| <i>Small Grants Scheme</i> | |
| Balance at 1st April 2021 | 12,000 |
| Expenditure | |
| Rother Voluntary Action | 12,000 |
| Balance at 31st March 2022 | <u>0</u> |
| Rye Partnership - Small Grants Scheme | |
| Balance at 1st April 2021 and 31st March 2022 | <u>1,530</u> |
| Bexhill Neighbourhood Gardeners | |
| Balance at 1st April 2021 | 80 |
| Expenditure | |
| Donation to Bexhill Neighbourhood Gardeners | 80 |
| Balance at 31st March 2022 | <u>0</u> |

ROTHER VOLUNTARY ACTION

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST MARCH 2022**

22. FUNDS ADMINISTERED FOR OTHERS - continued

| | £ |
|---|----------------------|
| Bodiam Castle Community Transport | |
| Balance at 1st April 2021 and 31st March 2022 | <u><u>1,100</u></u> |
| Bexhill Regeneration Partnership | |
| Balance at 1st April 2021 | 41,508 |
| Expenditure | |
| Transfer to Rother Voluntary Action - HAIRE | <u>20,000</u> |
| Balance at 31st March 2022 | <u><u>21,508</u></u> |
| Heart of Sidley | |
| Balance at 1st April 2021 | 11,609 |
| Income | |
| Sponsorship of Christmas Lights | <u>6,080</u> |
| Expenditure | |
| Christmas Lights | <u>17,689</u> |
| Balance at 31st March 2022 | <u><u>11,619</u></u> |
| Rother Food Partnership | |
| Balance at 1st April 2021 | 0 |
| Income | |
| Grant Rother Food Partnership | <u>17,800</u> |
| Balance at 31st March 2022 | <u><u>17,800</u></u> |

ROTHER VOLUNTARY ACTION

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST MARCH 2022**

22. FUNDS ADMINISTERED FOR OTHERS - continued

| Summary | £ |
|---|---------------|
| Local Action Plan | 0 |
| Hastings and Rother Primary Care Trust: | |
| Small Grants Scheme and HIMP Working Groups | 0 |
| Asset Mapping Project | 0 |
| Youth Development Services: | |
| Small Grants Scheme | 0 |
| Rye Partnership Small Grants Scheme | 1,530 |
| Bexhill Neighbourhood Gardeners | 0 |
| Bodlam Castle Community Transport | 1,100 |
| Bexhill Regeneration Partnership | 21,508 |
| Heart of Sidley | 11,619 |
| Rother Food Partnership | 17,800 |
| | <hr/> |
| | 53,557 |
| | <hr/> <hr/> |