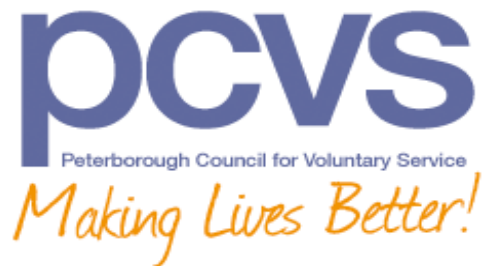


Company number: 02119687

PETERBOROUGH COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

CHARITY COMMISSION REGISTERED NO. 299823

FINANCIAL STATEMENTS
for the year ended
31 March 2021



PETERBOROUGH COUNCIL FOR VOLUNTARY SERVICE

Company information

Company number: 02119687

Board of Trustees / Company Directors

D Ellis
H Lakhanpaul
M Thompson
R Joshi
A Hall
A Hemsell
A Williams
F Yang (resigned 19 January 2021)
E Siecker (resigned 4 May 2020)

Chief Executive

L McCarthy

Registered office

32-34 Cromwell Road
Peterborough
Cambridgeshire
PE1 2EA

Auditors

Fisher & Co Accountancy Limited
13 Aintree Drive
Spalding
Lincolnshire
PE11 3BT

Bankers

RBS Cathedral Square
Peterborough
Cambridgeshire
PE1 1XH

COIF Charities Deposit Fund
80 Cheapside
London
EC2V 6DZ

Solicitors

Hegarty LLP Solicitors
48 Broadway
Peterborough
Cambridgeshire
PE1 1YW

PETERBOROUGH COUNCIL FOR VOLUNTARY SERVICE

Report of the Board of Trustees

for the year ended 31 March 2021

About Peterborough CVS

Peterborough Council for Voluntary Service (PCVS) was set up by local organisations to support voluntary groups and registered as a charity and company limited by guarantee in June 1980, its governing document being the Memorandum and Articles of Association. (Charity Number 299823; Company Number 2119687).

PCVS is an umbrella organisation for voluntary organisations in Peterborough. It exists to provide membership and services to the local voluntary and community sector and acts as an infrastructure organisation to help strengthen the local voluntary sector.

PCVS works in partnership with both the public and private sectors to maximise benefits for the Voluntary, Community and Social Enterprise (VCSE) sector by:

- providing specialist expertise, information and support to groups and organisations
- helping develop the skills local people need to run successful organisations and groups
- spreading good practice, preventing duplication of effort and supporting joint working
- helping groups find funding and make effective use of their resources
- promoting equality and diversity by fostering a wider understanding of the needs of disadvantaged and under-represented groups
- making sure policy makers understand the needs of local voluntary organisations and community groups
- helping public bodies engage effectively with local voluntary organisations and community groups
- providing a forum for local voluntary organisations and community groups
- encouraging more people to volunteer and get involved in voluntary and community action

Public Benefit

The community and voluntary sector plays an important role within Peterborough, fulfilling a wide range of needs and wants for the community. The benefits that emerge from a vibrant sector lifts Peterborough into a better place to live and work, generating positives for the city by providing services and assistance to those in need, volunteering for those who need to develop their skills, a way for people to become involved in their communities or simply leisure opportunities.

PCVS has a pivotal role to play in the development and sustainability of the sector and the shaping of opportunities as the public service delivery landscape goes through the seismic change now underway.

In carrying out their duties the Trustees have had regard to the public benefit guidance by the Charity Commission. The Trustees note that the charitable activities focus on the development of community groups and organisations and volunteering. The work that the charity undertakes plays an important role in creating more sustainable, resilient communities. Reviews are carried out during the financial year and how our activities deliver public benefit can be seen on pages 6 to 11.

PCVS believes that it can only change things by raising awareness, enhancing knowledge and encouraging people to take action, and particularly involving those who are often seldom heard and excluded from taking part in their communities. This is demonstrated by our projects and services, all working mainly for the benefit of communities.

Structure, Governance and Management

The PCVS Trustee Board oversees the activities, policies and legal requirements of the organisation but devolves operational management to the Chief Executive Officer. In addition, the charity has a number

PETERBOROUGH COUNCIL FOR VOLUNTARY SERVICE

Report of the Board of Trustees

for the year ended 31 March 2021

of key personnel responsible for project management and specific skills such as finance, fundraising, equal opportunities and child and vulnerable adult protection.

Appointment of Trustees

As set out in the Articles of Association the majority of the Trustees shall always be members or representatives of PCVS.

Nominations for Trustees from the membership of PCVS must be in writing and must be in the hands of the company secretary at least fourteen days before the Annual General Meeting. Should nominations exceed vacancies, election will be by ballot. Trustees will be appointed from a diverse section of the affiliated membership of PCVS and the wider community.

PCVS currently has Trustee representation from community organisations including Bharat Samaj, Peterborough Race Equality Council, Peterborough Association for the Blind and Peterborough 115 Squadron Air Training Corps.

The Trustee Board includes a Chairperson and Vice Chairperson. There will be a minimum of three with no maximum number of Trustee Board members. Trustee Board members will be nominated and accepted onto the Board at the Annual General Meeting.

Trustees' Induction and Training

All Trustees receive induction training which covers the legal obligations of the charity and its Trustees, and the work of the organisation and its projects. In addition, the induction period will address Board and committee structures, financial performance and strategic planning. Regular updates of the project work and developments of the charity are available at every meeting through the Chief Executive Officer or invited project staff. The charity provides a comprehensive Trustee information pack to support all new and existing Trustees within the organisation.

Organisation

The Trustees meet every eight weeks at the registered office address. During the COVID19 pandemic, meetings have been held via zoom. The Chief Executive Officer is appointed by the Trustees to manage the day to day operations of the charity. To facilitate effective operations, the Chief Executive Officer has delegated authority, within terms of delegation approved by the Trustees, for operational matters including finance, employment and project development.

Related parties

The charity works closely with many member organisations to provide and receive specialist advice and support on certain issues.

Other links are made with many statutory organisations to ensure successful partnership working including Peterborough City Council, Cambridgeshire County Council and the Cambridgeshire and Peterborough Clinical Commissioning Group.

PCVS also manages the Communities East VCSE Consortium Ltd operational hub and supports the development and delivery of services by Communities East and its members.

Report of the Board of Trustees

for the year ended 31 March 2021

Members

The power of admitting member groups to the PCVS network shall be vested in the Trustees. The powers shall be exercised by the Trustees in accordance with any regulations or directions issued and subject to any restrictions or conditions imposed as regards any particular class or section of a class of members or otherwise by PCVS in the General Meeting.

Once a group has been accepted by the Trustees as a member of PCVS they will be adopted as an official member at the next Annual General Meeting. Any challenge to a group being adopted as a member will be noted and investigated as appropriate, with the Trustees' decision being final.

Groups or persons eligible for membership of PCVS are voluntary and community organisations and statutory authorities operating in the area of public benefit and pursuing any of the said purposes.

Risk Management

The Trustees have a risk management strategy which comprises:

- An annual review of the risks the charity may face.
- The establishment of systems and procedures to mitigate those risks identified in the plan.
- The implementation of procedures designed to minimise any potential impact on the charity should those risks materialise.
- Annual quality standard reviews to include all key policies e.g. health & safety and equal opportunities.

This work has identified the key risks to the organisation and it has resulted in improved strategies and contingency plans to reduce the risks and has given the impetus for better planning. A key element in the management of financial risks is the setting of a reserves policy and its regular review by Trustees.

Reserves Policy

Reserves are that part of PCVS's unrestricted funds that is freely available to spend on any of the charity's purposes. This excludes restricted income funds and endowment funds.

Reserves will also normally exclude tangible fixed assets such as land, buildings and other assets held for the charity's use. It also excludes amounts designated for essential future spending.

Reserves also exclude funds which have particular restrictions on how they can be used. PCVS's Trustees will consider for what purpose restricted funds are held and how they are being used in order to identify those resources that are freely available to spend. The Trustees understand that the funds a charity keeps in reserve can strengthen the charity's resilience against short term drops in income or the demands of a new project.

PCVS Trustees have agreed that the sum set aside for reserves will be based on the following calculation:

Reserves are based on the closure costs which are calculated on a quarterly basis; these are the minimum reserves to be retained to ensure the sustainability of the organisation. At March 2020 income and expenditure levels, this equates to a value of £100,000. If reserves were to fall below this value, then an emergency Board meeting would be called.

Report of the Board of Trustees

for the year ended 31 March 2021

PCVS define the following items within closure costs:

Redundancy – Rent – Services – Utilities – Telephone – Equipment - Staff & Volunteers Expenses - Accounting Fees

Any unrestricted funds identified over and above the minimum reserves threshold would need a business case and proposal to be released for investment. The Chief Executive Officer has the authorisation of the trustees to use a maximum of £10,000 for on the ground development, all other requests need to be approved via a business case at a Trustee Board Meeting and be in line with the organisation's objectives as detailed in the Articles of Association.

The Finance and General Purposes Committee (FGPC) meet once every 3 months to monitor finances in closer detail and make recommendations to the Trustee Board in relation to management accounts, budgets, annual reports, reserves and financial policies.

Health and Safety

Health and Safety reports are a standing item on the Board agenda, with a designated Trustee responsible for monitoring Health and Safety and attending the regular Health and Safety staff committee. Health and Safety is a primary element of the staff induction system, training is provided whenever appropriate and it is a standing item on the monthly Managers meetings, staff meetings and 1:1s. All staff working alone with vulnerable adults and/or children and young people have an enhanced DBS.

Objectives and Activities

The objectives of the charity as set out in the Articles of Association are:

- To promote any charitable purposes for the benefit of the community in the unitary authority district of Peterborough and in particular the advancement of education, protection of health and the relief of poverty, distress and sickness.
- Establish and support or aid the establishment and support of any charitable organisation. Raise funds, invite and receive contributions from any person/s by way of subscription, donation etc. No trading activities may take place in raising funds.
- Collect and disseminate information on all matters affecting PCVS and establish, print, publish and circulate such information.
- Provide or assist with exhibitions, meetings and events.

PCVS has 4 main core functions:

- Services and support for non-profit making organisations in Peterborough.
- Liaison.
- Representation and campaigning.
- Development work.

PCVS does this by:

- Providing support such as information, advice and training.
- Identifying new needs and developing initiatives for meeting them.
- Promoting partnership between statutory and voluntary sectors in the delivery of welfare and other services.
- Supporting innovation, accountability and good practice in local services.
- Encouraging local organisations and groups to put forward their views on local and national policies and decisions.

PETERBOROUGH COUNCIL FOR VOLUNTARY SERVICE

Report of the Board of Trustees

for the year ended 31 March 2021

- Creating and promoting forums and channels used by government and other bodies to consult the community.
- Providing this support in a special way and with particular values, working with people, groups and communities in a flexible, open way and challenging inequality.
- Providing practical support with office services and administration, payroll and training.

Our Business plan has identified the following 5 objectives for 2015 —2020

- Provide specialist expertise, information and support, develop the skills local people need to run successful organisations and help groups find and make effective use of resources.
VISION: *Clients and stakeholders are confident that Voluntary Community Organisations (VCOs) are providing effective, well run services.*
- Spread good practice, prevent duplication of effort and support joint working.
VISION: *The VCS is cohesive, working together and providing seamless services.*
- Make sure policy makers understand the needs of local voluntary organisations and community groups and help public bodies engage effectively with local voluntary organisations and community groups.
VISION: *The value of the VCS is well understood and the VCS is well funded and is able to influence local policy and planning to the benefit of its service users.*
- Encourage more people to volunteer and get involved in voluntary and community action.
VISION: *People in Peterborough have access to volunteering opportunities and volunteer involving organisations (VIOs) are able to engage and support volunteers.*
- Provide direct services to meet identified needs where there is no appropriate local member organisation to do so.
VISION: *Gaps in the market are met and service users have access to services.*

PCVS are currently in consultation with the VCS on next steps needs for Peterborough post COVID19 to inform business planning for 2021- 26.

Our Work and Impact

Our main activities and who we try to help are described below within the Community Development and Volunteer Centre, Youth Investment, Health and Wellbeing, Employability and Direct Payments projects. All our charitable activities are undertaken to further our charitable purposes for the public benefit.

Community Development

Since 1980, PCVS has been delivering infrastructure support to community and voluntary groups.

This includes, but is not limited to:

- Providing information, guidance and training to community groups and community leaders.
- Identifying local needs and bringing groups together to identify solutions/seek funding
- Promote partnership between statutory and voluntary sectors to support communities including those that are disadvantaged.
- Support innovation, accountability and good practice in local services.
- Encourage and empower local groups to put forward their views on local and national issues.

Report of the Board of Trustees

for the year ended 31 March 2021

We were also successful in securing over £100k additional lottery funding to run this emergency provision to help the sector survive and thrive and won our first Arts Council funded project, Wonder Women, working with partners in the arts and sport for the first time.

Infrastructure work

Our infrastructure work continued last year despite Covid and through virtual means.

Two new CIOs, Latvian Community in the UK and East Timorese Association Peterborough were set up with PCVS assistance.

Our guidance has supported many groups to secure funding both in distributing this ourselves (e.g. a grant from CCF to distribute to micro organisations) and through a fortnightly and then monthly funding newsletter reporting on Covid emergency funding, deliver on good practice through having policies and procedures in place, register as charities and deliver on their aims.

We also set up the award winning Covid VCS group which was awarded a council Civic Award for bringing the sector together and it's prompt response which supported some of those most in need in the community.

Our Food Partnership also ensured fair distribution of food amongst partners and ensured that no one went hungry and no food was wasted including the successful #don't go hungry campaign with PCC.

We quickly adapted to online ways of working and have kept all our partner organisations informed and able to participate online.

There have been some great initial outcomes from our Forums which are giving a voice to those who are not often heard e.g. Disability Forum.

Community Hive

Community Hive (social finance programme) was redeveloped for online learning and delivered to 20+ different organisations. Each developed their understanding of Social Investment and worked on Business Plans for their own development. The groups were supported by the Communities Team during the whole of the pandemic and worked to the best of their abilities while dealing with numerous issues including capacity and furlough. The feedback from the programme has been very positive and credit goes to the organisations who completed the "Pitch Day" with national funders giving advice and guidance.

Health Xchange

PCVS moved into its second year of delivery of the Health Xchange project which is contracted via Communities East.

This project has supported grassroots groups to apply for funding, comply with due diligence, deliver activities and report their outcomes

Set up of the project included setting up a steering group, a new funding process, a funding panel and working closely with groups to apply including achieving Communities East membership.

Report of the Board of Trustees

for the year ended 31 March 2021

We were able through this structure and experience to deliver over £70k to targeted emergency and recovery need in the city e.g. isolated people with disability, older people, homeless.

Our Covid Year

We are really proud of what we achieved in our Covid year and if anything our work with Communities increased and was even more valued as we supported organisations through unprecedented times.

Payroll – groups.

PCVS completed a Payroll Service for nearly 20 locally based community groups, providing all necessary documentation such as payslips, P32/45/60s, summaries of PAYE & NI commitments due to the revenue, also ensuring pension provisions were catered for. This took the administrative and legal burden off of the groups and allowed them to focus on delivering their service to the community.

We also held, on average, 20 meetings each month which brought local groups together, the reasons for the meetings were varied ranging from small get-togethers up to formal face-to-face certificated training. All of which we are happy to continue throughout the coming year.

Volunteer Centre

Following lockdown, there was a huge shift in volunteering to meet the emergency efforts relating to Covid. PCVS did not have the resource to manage a volunteering project on this scale but despite this we still contributed across the year to supporting volunteers and ensuring good practice.

The interest in volunteering resumed in Summer 2020 but with many Volunteer Coordinators on long term furlough and the restrictions of Covid it was difficult to provide options. This has also been the case with many Volunteer Coordinators still on furlough and continuing restrictions have limited 'normal' volunteering opportunities with charities and voluntary organisations.

However more broadly we have supported Volunteering development with both Good Neighbours and Thistlemoor PCN achieving their Five Star Focus accreditation in volunteering good practice.

Our Annual Volunteer Awards were cancelled for the first time ever due to Covid restrictions. However in June 2020 we did run a volunteer recognition activity online as well as a good news story activity over a number of weeks featuring the efforts of volunteers across the city.

Direct Payment Support Service

The Direct Payment Support service continues to go from strength to strength, with the number of clients growing all the time.

Service-users can find managing a Direct Payment agreement and managing finances a real challenge. Many service-users struggle with their own ill-health or the responsibilities of caring and turn to our support service for help. The Direct Payments Support service offers

- flexible, friendly support,
- answers simple queries on the phone, finds information, resolves problems, signposts to

Report of the Board of Trustees

for the year ended 31 March 2021

- liaises with the Local Authority and offers individual appointments to deal with more complex issues.

The aim is to take the stress from service-users whilst ensuring that each service-user is supported to have choice and control over how their care is delivered.

The PCVS Direct Payment Support Service currently supports 677 service users across the Peterborough Unitary Authority.

The Support Service now has 10 members of staff, which consists of:

Individual Support:

- 3 support workers – supporting individuals who manage their own funding from Peterborough City Council, also supporting employers to recruit staff and give guidance on employment issues.

1:1 visits:

- Reviews with Social Workers and other Adult Social Care meetings, supporting service users with employment issues.
- Support to recruit staff, write Job Descriptions, advertising on relevant websites, support to hold interviews, processing of DBS's.
- Support to service users managing their own funding to give details needed by the authority to ensure that funding is appropriately spent.

PA register:

- 1 PA Register Coordinator – Recruiting and supporting PA's to access the register, matching clients to PA's
- Currently have over 55 active Personal Assistants on the register.

Client Contribution and Financial records:

- 1 Client Contribution and Financial Records Admin – Supporting client to set up the payments assessed by Adult Social Care as their client contribution, supporting self-managed Direct Payments to upload their financial paperwork for auditing.

Managed Service:

- 3 Finance workers – Managing funding from Peterborough City Council on behalf of clients, paying invoices and wages.

PCVS receives the funding for 445 Direct Payment recipients, processing over 500 invoices every 4 weeks and managing over £7m of public money every year.

Managing funding from Peterborough City Council given to cover the service users assessed care package, ensuring service users are paying their assessed client contribution and making payments on their behalf.

PETERBOROUGH COUNCIL FOR VOLUNTARY SERVICE

Report of the Board of Trustees

for the year ended 31 March 2021

Payroll Service:

2 Payroll Administrators – Processing wages and assessing for Workplace Pensions. Processes over 231 payrolls each month on behalf of service users who choose to employ their own Carers.

The Support Service is also an active member of many partnership boards including:

Carers Partnership
Learning Disability Partnership
Sensory Partnership
Physical Partnership
Autism Strategy Board

The Support Service clients have enjoyed a monthly peer group on the last Wednesday each month and listened to speakers from Healthwatch, Nene Trust, Disability Peterborough and others, the peer group is based on an Afternoon Tea so is also a great informal way of clients meeting potential personal assistants.

Youth Inspired

Youth Inspired began in June 2018 and worked with Nene Inspired as a delivery partner. Since October 2019 PCVS has taken full control of this project which has seen it expand creatively, professionally and geographically. The team have now funded projects which have engaged with over 1000 young people across the city. We continue to work in areas of the city with hard to reach young people and have expanded to ensure we are supporting young people in villages, with additional needs, LGBTQ+ and music. We have created a Youth Sector Forum for Peterborough which now has over 40 organisations as members. Since March 2020 we quickly moved our service online and embraced the work of local professionals from the arts and culture sector within the city to engage with young people.

Youth Inspired have been approached by local and national charities to share our learning, policies and programme. We have successfully been able to gain an additional project to lead on for the city – Integrated Communities (youth strand) – and will have delivered this for Peterborough City Council.

As a legacy for the Youth Inspired project and end of Lottery funding we have created and produced a Youth Directory for young people across Peterborough which we plan to distribute to every secondary school and to community groups across the city.

Most recently we have secured a second wave of funding from PCC to continue our Covid outreach for young people in the city.

Our project ends in December 2021 and before this date we aim to:

- Bid for a second wave of Youth Investment Fund in order to create a Young Foundation for the city
- Lead on Covid outreach funding to support young people and communities
- Ensure that young people are aware of activities and support available to them

PETERBOROUGH COUNCIL FOR VOLUNTARY SERVICE

Report of the Board of Trustees

for the year ended 31 March 2021

Building Better Opportunities - eMploY-ABILITY

PCVS are delighted to be the Programme Lead on behalf of Communities East (the new working name for Peterborough Plus) for this project, working with delivery partners, CP Learning Trust, Ferry Project, YMCA Trinity and Peterborough Regional College, we have built great working partnerships and together we continue to see fantastic results, and delighted to have received further funding and an extension to our project through to 2022.

Our programme aims to help those furthest from the labour market on a journey to employment, training, education or active job seeking. We work with individuals, identifying the direction they would like to go, what training, skills or qualifications they might need and foremost helping them break down the barriers that may have kept them from moving on in the past - their journey at their pace.

We are working with over 330 participants, with over 100 moving into employment, training & education, or job search.

BBO is a project tackling poverty and promoting social inclusion in Peterborough, Kings Lynn, West Norfolk and Fenland. It is funded by The National Lottery Community Fund and the European Social Fund.

Additionally PCVS provide Communities East with HUB services and support other PP project such as Health XChange, ensuring that they meet both the funder and Peterborough Plus standards, not least of all ISO 9001.

Statement of Trustees Responsibilities

The trustees (who are also directors of Peterborough Council for Voluntary Services for the purposes of company law) 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).

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the 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;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

PETERBOROUGH COUNCIL FOR VOLUNTARY SERVICE

Report of the Board of Trustees

for the year ended 31 March 2021

Disclosure of information to the auditors

We, the directors of the company who held office at the date of approval of these Financial Statements as set out above each confirm, so far as we are aware, that:

- there is no relevant audit information of which the company's auditors are unaware; and
- we have taken all the steps that we ought to have taken as directors in order to make ourselves aware of any relevant audit information and to establish that the company's auditors are aware of that information.

On behalf of the Board

.....
Mr D Ellis (Chairman)

Date: 17 August 2021

Independent Auditor's Report to the Members of
PETERBOROUGH COUNCIL FOR VOLUNTARY SERVICE

Opinion

We have audited the financial statements of Peterborough Council for Voluntary Service (the 'charitable company') for the year ended 31 March 2021 which comprise of the Statement of Financial Activities, the Statement of Financial Position, the Statement of Cash Flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (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 Auditor's responsibilities for 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 other information comprises the information included in the Report of the Board of Trustees, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the Report of the Board of Trustees. 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. 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 course of 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.

**Independent Auditor's Report to the Members of
PETERBOROUGH COUNCIL FOR VOLUNTARY SERVICE**

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 Board of Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Board of Trustees has been prepared in accordance with applicable legal requirements.

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 Board of Trustees.

We have nothing to report in respect of the following matters in relation to which 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 directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or

Responsibilities of trustees

As explained more fully in the Trustees' Responsibilities Statement set out on page 11, 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.

Auditor's 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 an auditor's report 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.

Our approach and systems to detect and assess the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations include the following steps and procedures:

- completing an assessment of the susceptibility of the charitable company's financial statements to misstatement, including how fraud might occur;
- identifying the laws and regulations that are of significance to the charitable company through discussions with informed management and those charged with governance, and from our knowledge and experience of the charitable sector that the charitable company operates in;

Independent Auditor's Report to the Members of
PETERBOROUGH COUNCIL FOR VOLUNTARY SERVICE

- obtaining an understanding of the charitable company's policies and procedures on fraud risk and on compliance with identified laws and regulations, through discussions with informed management and those charged with governance and reviewing the written policies and procedures that the charitable company has in place;
- ensuring that the audit engagement team have the appropriate competence and capabilities to identify or recognise irregularities, including fraud and non-compliance with laws and regulations.

We have assessed the susceptibility of the charitable company's financial statements to material misstatement from irregularities, including fraud, by:

- assessing the internal controls that are in place to mitigate the risks of fraud and non-compliance with laws and regulations and considering how this is communicated to the employees of the charitable company;
- making enquiries of management as to where they consider there may be susceptibility to fraud and their knowledge of actual, suspected or alleged fraud.

We have addressed the risk of fraud through management bias and override of controls, by:

- performing analytical procedures on all areas of the financial statements to identify any unusual or unexpected transactions;
- investigating the rationale behind significant or unusual transactions;
- reviewing and testing journal entries.

We have addressed the risk of irregularities and non-compliance with the relevant laws and regulations by performing the following procedures, but not limited to:

- reading the minutes of meetings of those charged with governance;
- reviewing legal and professional fees throughout the year and correspondence with the charitable company's legal advisors;
- enquiring with management as to actual and potential litigation and claims;
- agreeing financial statement disclosures to underlying supporting documentation.

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the management and those charged with governance and the inspection of legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control;
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the charitable company's internal control;

**Independent Auditor's Report to the Members of
PETERBOROUGH COUNCIL FOR VOLUNTARY SERVICE**

- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees;
- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charitable company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charitable company to cease to continue as a going concern;
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation (i.e.. gives a true and fair view).

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

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 auditor's 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.

Rebecca Fisher (Senior Statutory Auditor)
For and on behalf of Fisher & Co Accountancy Limited, Statutory Auditor
13 Aintree Drive
Spalding
Lincolnshire
PE11 3BT

Date: 1 September 2021

PETERBOROUGH COUNCIL FOR VOLUNTARY SERVICE

Statement of Financial Activities (Including Income and Expenditure Account)

for the year ended 31 March 2021

	Notes	Unrestricted funds	2021 Restricted funds	Total	2020 Total
		£	£	£	£
Income from:					
Donations and grants receivable	2	263,874	739,353	1,003,227	678,537
Management fees		142,950	-	142,950	123,819
Other trading activities	3	160,606	-	160,606	161,409
Investments - interest receivable		259	-	259	1,225
Other income	4	67,248	-	67,248	45,303
Total income		634,937	739,353	1,374,290	1,010,293
Expenditure on:					
Charitable activities	5	569,028	582,274	1,151,302	923,195
Total expenditure		569,028	582,274	1,151,302	923,195
Net income		65,909	157,079	222,988	87,098
Fund balances brought forward		120,603	202,601	323,204	236,106
Transfers between funds	18	8,195	(8,195)	-	-
Fund balances carried forward	18	194,707	351,485	546,192	323,204

All income and expenditure derive from continuing activities.

The statement of financial activities includes all gains and losses recognised during the year.

PETERBOROUGH COUNCIL FOR VOLUNTARY SERVICE

Statement of Financial Position

as at 31 March 2021

	Note	2021		2020	
		£	£	£	£
Fixed assets					
Tangible fixed assets	14		10,862		2,255
Current assets					
Debtors	15	18,848		36,124	
Cash at bank and in hand		609,612		411,780	
		<u>628,460</u>		<u>447,904</u>	
Creditors					
Amounts falling due within one year	16	<u>93,130</u>		<u>126,955</u>	
Net current assets			<u>535,330</u>		<u>320,949</u>
Total assets less current liabilities			<u><u>546,192</u></u>		<u><u>323,204</u></u>
Income funds					
Unrestricted funds	18		194,707		120,603
Restricted funds	18		351,485		202,601
			<u>546,192</u>		<u>323,204</u>

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and in accordance with FRS 102 'The Financial Reporting Standards applicable in the UK and Republic of Ireland'.

These accounts were approved by the board

.....
M Thompson
Director/Trustee
Date: 17 August 2021

.....
D Ellis
Director/Trustee
Date: 17 August 2021

Company registration number 02219687

The notes on pages 19 to 32 form part of these financial statements.

PETERBOROUGH COUNCIL FOR VOLUNTARY SERVICE

Statement of Cash Flows

for the year ended 31 March 2021

	2021		2020	
	£	£	£	£
Cash flows from operating activities				
Surplus for the year	222,988		87,098	
Adjustments for:				
Investment income recognised in SOFA	(259)		(1,225)	
Depreciation of tangible fixed assets	893		7,388	
Movements in working capital:				
Decrease/(Increase) in debtors	17,276		(15,184)	
(Decrease)/Increase in creditors	<u>(33,825)</u>		<u>16,756</u>	
		<u>207,073</u>		<u>94,833</u>
Cash flows from investing activities				
Purchase of tangible fixed assets	(9,500)		(4,086)	
Interest received	<u>259</u>		<u>1,225</u>	
		<u>(9,241)</u>		<u>(2,861)</u>
Net income for the year		<u>197,832</u>		<u>91,972</u>
Cash and cash equivalents at beginning of year		411,780		319,808
Cash and cash equivalents at end of year		<u><u>609,612</u></u>		<u><u>411,780</u></u>

Notes to the Financial Statements (continued)

for the year ended 31 March 2021

1. Accounting policies

Company information

Peterborough Council for Voluntary Service is a private limited company limited by guarantee incorporated in England and Wales. The registered office is disclosed within the charity information on page 1 of the financial statements. The nature of the charity's operations and principal activities is to act as a membership organisation for the voluntary and community sector in Peterborough. It offers members services to include support, information, advice and networking, alongside practical help such as salaries, year end independent accounts examinations, photocopying and meeting room hire. The charity's centre also hosts projects which support carers, volunteering, disability, advocacy and direct payments.

The charity constitutes a public benefit entity as defined by FRS 102. 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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity.

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 unless otherwise stated.

Going Concern

The financial statements have been prepared on a going concern basis as the Trustees believe that no material uncertainties exist. The Trustees have considered the level of funds held and the expected level of income and expenditure for a minimum of 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

Taxation

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

The following judgements and estimates have been made in the process of applying the above accounting policies that have had the most significant effect on amounts recognised in the financial statements:

Notes to the Financial Statements (continued)

for the year ended 31 March 2021

1. Accounting policies (continued)

Estimation of useful life

The useful economic life used to depreciate tangible fixed assets relates to the expected future performance of the assets acquired and management's estimate of the period over which economic benefit will be derived from the asset.

Cut off only

The only estimation applied by the Trustees was in the consideration of cut-off where an estimation of the costs relating to the relevant period were applied when relating to a different period.

Details for both these items are included within the accounting policies below.

Income recognition

All income, including grant income, is recognised in the Statement of Financial Activities when the charity is legally entitled to the income after any performance conditions have been met, the amounts can be measured reliably, and it is probable that the income will be received.

Grants are recognised in the Statement of Financial Activities when the conditions for receipt have been met.

Investment income is accounted for in the period in which the charity is entitled to receipt.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount.

Income from trading activities includes income earned from fundraising events and trading activities to raise funds for the charity. Income is received in exchange for supplying goods and services in order to raise funds and is recognised when entitlement has occurred.

No amount is included in the financial statements for volunteer time in line with the SORP. Further detail is given in the Report of the Board of Trustees.

Gifts in kind

Where practicable, gifts in kind donated for distribution to the beneficiaries of the charity are included in stock and donations in the financial statements upon receipt. If it is impracticable to assess the fair value at receipt or if the costs to undertake such a valuation outweigh any benefits, then the fair value is recognised as a component of donations when it is distributed and an equivalent amount recognised as charitable expenditure.

Resources expended

Expenditure is included in the statement of financial activities on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. It is categorised under the following headings:

Charitable activities include the costs of the activities defined by the charity's aims for the benefit of the persons sited in the charity objects. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Notes to the Financial Statements (continued)

for the year ended 31 March 2021

1. Accounting policies (continued)

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity.

Operating Leases

Rental costs under operating leases are charged to the Statement of Financial Activities on a straight line basis over the term of the lease with any 'holiday' period being considered within the payments report.

Depreciation

Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost, less estimated residual value, of each asset on a systematic basis over its expected useful life as follows:

Fixtures and fittings - over 3 years on a straight line basis

The carrying values of tangible fixed assets are reviewed for impairment annually by the Trustees without revaluing the assets. Where the aggregate value of those assets is less than the aggregate that they are stated in the charity's accounts, a provision will be made for any material impairment.

Fixed assets

Fixed assets are included at cost, less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributable to making the asset capable of operating as intended.

Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

Restricted funds

Restricted funds can only be used for the specific purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. Expenditure which complies with these criteria is identified to the fund.

Unrestricted funds

Unrestricted funds are donations and other income received or generated for the objectives of the charity without further specified purposes and are available as general funds.

Pension costs

The charity operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the charity. Contributions are expensed as they become payable.

Employee Benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

PETERBOROUGH COUNCIL FOR VOLUNTARY SERVICE

Notes to the Financial Statements (continued)

for the year ended 31 March 2021

2. Grants receivable

	Unrestricted Funds	2021 Restricted Funds	Total	2020 Total
	£	£	£	£
Local Authority	84,646	92,425	177,071	105,610
Institutional / Charitable grants	179,228	646,928	826,156	572,927
	<u>263,874</u>	<u>739,353</u>	<u>1,003,227</u>	<u>678,537</u>

3. Other trading activities

	Unrestricted Funds	2021 Restricted Funds	Total	2020 Total
	£	£	£	£
Sales of services	3,805	-	3,805	3,090
Direct Payments Fees	156,801	-	156,801	158,319
	<u>160,606</u>	<u>-</u>	<u>160,606</u>	<u>161,409</u>

4. Other income

	Unrestricted Funds	2021 Restricted Funds	Total	2020 Total
	£	£	£	£
Other income	67,185	-	67,185	42,295
Room hire	63	-	63	3,008
	<u>67,248</u>	<u>-</u>	<u>67,248</u>	<u>45,303</u>

PETERBOROUGH COUNCIL FOR VOLUNTARY SERVICE

Notes to the Financial Statements (continued)

for the year ended 31 March 2021

5. Charitable activities expenditure

	Notes	2021 Unrestricted funds £	2021 Restricted funds £	Total £	2020 Total £
Staff costs		436,105	210,131	646,236	525,765
Conference and training expenses		2,199	-	2,199	250
Volunteer bank expenditure		-	-	-	3,564
Community development		30,321	-	30,321	9,758
BBO expenditure - Peterborough Plus		6,513	-	6,513	32,866
Direct Payments expenditure		8,162	-	8,162	5,399
Migrant video		-	-	-	31,139
ABCD expenditure		-	18,196	18,196	2,647
Reaching Communities expenditure		-	79,921	79,921	68,905
Youth Investment Fund expenditure		-	132,953	132,953	134,701
Barrow Connect expenditure		-	3,600	3,600	4,645
Awards for All expenditure		-	7,449	7,449	-
YIF - Community Engagement expenditure		-	1,410	1,410	-
O&H Properties grant expenditure		-	21,800	21,800	-
Orton Longueville Parish Council expenditure		-	5,000	5,000	-
Food Budget expenditure		-	17,051	17,051	-
Covid-19 expenditure		-	19,390	19,390	-
PCVS Lottery funding expenditure		-	13,275	13,275	-
Communities East lottery expenditure		-	52,098	52,098	-
Repayment of grant income		-	-	-	14,318
Other costs		2,176	-	2,176	2,610
		485,476	582,274	1,067,749	836,567
Share of support costs	6	60,583	-	60,583	77,033
Share of governance costs	6	22,969	-	22,969	9,595
		569,028	582,274	1,151,302	923,195

PETERBOROUGH COUNCIL FOR VOLUNTARY SERVICE

Notes to the Financial Statements (continued)

for the year ended 31 March 2021

6. Support and governance costs

	Unrestricted funds	2021 Restricted funds	Total	2020 Total
	£	£	£	£
Support costs				
Depreciation	893	-	893	7,388
Rent, rates and service charges	18,882	-	18,882	20,495
Premises costs	2,302	-	2,302	11,488
Telephone	1,158	-	1,158	543
Printing, postage, stationery and subscriptions	18,706	-	18,706	8,211
Travelling expenses and parking permits	-	-	-	677
Repairs and renewals	3,135	-	3,135	13,550
Equipment hire	3,765	-	3,765	3,848
Bank charges	3,515	-	3,515	3,590
Sundry and cleaning expenses	2,546	-	2,546	4,897
Irrecoverable input VAT	5,681	-	5,681	2,346
	<u>60,583</u>	<u>-</u>	<u>60,583</u>	<u>77,033</u>
Governance costs				
Audit fees	5,065	-	5,065	2,940
Legal and professional fees	17,904	-	17,904	6,655
	<u>22,969</u>	<u>-</u>	<u>22,969</u>	<u>9,595</u>
	<u>83,552</u>	<u>-</u>	<u>83,552</u>	<u>86,628</u>

7. Analysis of expenditure between activities

	Staff costs & programme expenditure	Support & governance costs	Total
	£	£	£
Assed Based Community Development expenditure	26,401	-	26,401
Reaching Communities expenditure	108,249	-	108,249
Youth Investment funding expenditure	230,453	-	230,453
Barrow Connect expenditure	16,100	-	16,100
Awards for All expenditure	7,449	-	7,449
YIF - Community Engagement expenditure	19,628	-	19,628
O&H Properties grant expenditure	21,800	-	21,800
Orton Longueville Parish Council expenditure	5,000	-	5,000
Food Budget expenditure	17,051	-	17,051
Covid-19 expenditure	19,390	-	19,390
PCVS Lottery funding expenditure	34,342	-	34,342
Communities East lottery expenditure	52,098	-	52,098
CVSV245 expenditure	24,313	-	24,313
	<u>582,274</u>	<u>-</u>	<u>582,274</u>

8. Board of Trustees remuneration

The trustees neither received nor waived any remuneration during the year (2020: £nil)

PETERBOROUGH COUNCIL FOR VOLUNTARY SERVICE

Notes to the Financial Statements (continued)

for the year ended 31 March 2021

9. Board of Trustees expenses

The trustees did not have any expenses reimbursed during the year (2020: £nil).

10. Board of Trustees donations

The trustees did not make any donations during the year (2020: £nil).

11. Employee emoluments

	2021	2020
	Total	Total
	£	£
Wages and salaries	594,333	478,873
Social security costs	40,821	37,729
Pension costs	11,082	9,163
	<u>646,236</u>	<u>525,765</u>
Average number of monthly employees	<u>32</u>	<u>25</u>

There were no employees earning a salary of £60,000 or more during the year, or the comparative year.

12. Auditors remuneration

	2021	2020
	Total	Total
	£	£
Amounts payable to the auditors in the year in respect of:		
Statutory audit	2,750	2940
Other financial services	-	384
	<u>2,750</u>	<u>3,324</u>

13. Pensions - Defined Contribution Scheme

The company operated a defined contribution pension scheme for the benefit of the employees. The assets of the scheme are administered in a fund independent from those of the company.

A total of £11,082 (2020 - £9,163) was contributed to the scheme during the year.

PETERBOROUGH COUNCIL FOR VOLUNTARY SERVICE

Notes to the Financial Statements (continued)

for the year ended 31 March 2021

14. Tangible fixed assets

	Fixtures and fittings £
Cost	
At 1 April 2020	31,381
Additions	9,500
Disposals	(8,681)
At 31 March 2021	<u>32,200</u>
Depreciation	
At 1 April 2020	29,126
Charge for the year	893
Disposals	(8,681)
At 31 March 2021	<u>21,338</u>
Net book value	
At 31 March 2021	<u>10,862</u>
At 31 March 2020	<u>2,255</u>

15. Debtors

	2021 Total £	2020 Total £
Trade debtors	10,473	29,373
Prepayments and accrued income	8,375	6,751
	<u>18,848</u>	<u>36,124</u>

16. Creditors: Amounts falling due within one year

	2021 Total £	2020 Total £
Trade creditors	9,805	1,183
Other taxes and social security	11,881	18,160
Other creditors	2,233	20,367
Accruals and deferred income	69,211	87,245
	<u>93,130</u>	<u>126,955</u>

17. Deferred income

	2021 Total £	2020 Total £
At 1 April 2020	81,909	84,988
Additions during the year	63,831	81,909
Amounts released to income	(81,909)	(84,988)
At 31 March 2021	<u>63,831</u>	<u>81,909</u>

These funds relate to projects where finance was received prior to the year end to cover a period after the year end.

PETERBOROUGH COUNCIL FOR VOLUNTARY SERVICE

Notes to the Financial Statements (continued)

for the year ended 31 March 2021

18. Funds

Unrestricted	At 1 April 2020	Incoming resources	Outgoing resources	Net transfers	At 31 March 2021
	£	£	£	£	£
Unrestricted funds	120,603	634,937	(569,028)	8,195	194,707
Restricted	At 1 April 2020	Incoming resources	Outgoing resources	Net transfers	At 31 March 2021
	£	£	£	£	£
Asset Based Community Development	7,976	18,425	(26,401)	-	-
Reaching Communities	44,258	114,502	(108,249)	(8,195)	42,316
Youth Investment Fund	146,696	258,104	(230,453)	-	174,347
Barrow Cadbury	2,919	29,000	(16,100)	-	15,819
Awards for All	752	6,697	(7,449)	-	-
Food Budget	-	40,250	(17,051)	-	23,199
Orton Longueville Parish Council	-	5,000	(5,000)	-	-
O&H Properties	-	25,000	(21,800)	-	3,200
YIF - Community Foundation	-	40,000	(19,627)	-	20,373
Covid-19 Fund	-	21,000	(19,390)	-	1,610
CVSV245 Grant	-	53,000	(24,313)	-	28,687
NCVO	-	9,500	-	-	9,500
PCVS Lottery funding expenditure	-	51,025	(34,342)	-	16,683
Communities East lottery expenditure	-	67,850	(52,099)	-	15,751
	<u>202,601</u>	<u>739,353</u>	<u>(582,274)</u>	<u>(8,195)</u>	<u>351,485</u>

The funds are constituted as follows:

	2021			2020
	Unrestricted funds	Restricted funds	Total	Total
	£	£	£	£
Fixed assets	10,862	-	10,862	2,255
Debtors	18,848	-	18,848	36,124
Cash at bank and in hand	194,296	415,316	609,612	411,780
Creditors: Amounts falling due within one year	(29,299)	(63,831)	(93,130)	(126,955)
	<u>194,707</u>	<u>351,485</u>	<u>546,192</u>	<u>323,204</u>

The transfers between funds related to the allocation of overheads which form part of the original grant application.

Fund descriptions and details are included within the Report of the Board of Trustees

PETERBOROUGH COUNCIL FOR VOLUNTARY SERVICE

Notes to the Financial Statements (continued)

for the year ended 31 March 2021

19. Controlling party

The charity is controlled by the Board of Trustees and no individuals can or do exert control.

20. Operating Leases and Commitments

At 31 March 2021 the charity had total commitments under non-cancellable operating leases as set out below:

	2021	2020
	Total	Total
	£	£
Operating leases which expire		
Under 1 year	6,264	26,064
Between 2 and 5 years	5,580	11,844
	<u>11,844</u>	<u>37,908</u>

21. Donations of goods, services and assets

The charity received no donations in the year of goods, services or assets.

22. Fund comparatives

Statement of Financial Activities	2020		Total
	<i>Unrestricted funds</i>	<i>Restricted funds</i>	
	£	£	£
Income from:			
<i>Donations and grants receivable</i>	224,858	453,679	678,537
<i>Management fees</i>	123,819	-	123,819
<i>Other trading activities</i>	161,409	-	161,409
<i>Investments - interest receivable</i>	1,225	-	1,225
<i>Other income</i>	40,203	5,100	45,303
Total income	<u>551,514</u>	<u>458,779</u>	<u>1,010,293</u>
Expenditure on:			
<i>Charitable activities</i>	469,909	453,286	923,195
Total expenditure	<u>469,909</u>	<u>453,286</u>	<u>923,195</u>
Net income/(expenditure)	<u>81,605</u>	<u>5,493</u>	<u>87,098</u>
Grants receivable			
	<i>Unrestricted funds</i>	<i>Restricted funds</i>	Total
	£	£	£
<i>Local Authority</i>	47,000	58,610	105,610
<i>Institutional / Charitable grants</i>	177,858	395,069	572,927
	<u>224,858</u>	<u>453,679</u>	<u>678,537</u>

PETERBOROUGH COUNCIL FOR VOLUNTARY SERVICE

Notes to the Financial Statements (continued)

for the year ended 31 March 2021

22. Fund comparatives continued

<i>Other trading activities</i>	2020		<i>Total</i>
	<i>Unrestricted funds</i>	<i>Restricted funds</i>	
	£	£	
<i>Sales of services</i>	3,090	-	3,090
<i>Direct Payment Fees</i>	158,319	-	158,319
	<u>161,409</u>	<u>-</u>	<u>161,409</u>

<i>Other income</i>	2020		<i>Total</i>
	<i>Unrestricted funds</i>	<i>Restricted funds</i>	
	£	£	
<i>Other income</i>	37,195	5,100	42,295
<i>Refunded overpayments on contracts</i>	3,008	-	3,008
	<u>40,203</u>	<u>5,100</u>	<u>45,303</u>

<i>Charitable activities expenditure</i>	2020		<i>Total</i>
	<i>Unrestricted funds</i>	<i>Restricted funds</i>	
	£	£	
<i>Staff costs</i>	474,321	51,444	525,765
<i>Conference and training expenses</i>	250	-	250
<i>Volunteer bank expenditure</i>	3,564	-	3,564
<i>Community development</i>	3,089	6,669	9,758
<i>Wellbeing expenditure - Peterborough Plus</i>	-	-	-
<i>BBO expenditure - Peterborough Plus</i>	32,866	-	32,866
<i>Direct Payments expenditure</i>	5,399	-	5,399
<i>Migrant video</i>	-	31,139	31,139
<i>ABCD costs</i>	-	2,647	2,647
<i>Reaching Communities costs</i>	-	68,905	68,905
<i>Youth Investment funding costs</i>	-	134,701	134,701
<i>Barrow Connect costs</i>	-	4,645	4,645
<i>Repayment of grant income</i>	-	14,318	14,318
<i>Other costs</i>	2,610	-	2,610
	<u>522,099</u>	<u>314,468</u>	<u>836,567</u>
<i>Share of support costs</i>	77,033	-	77,033
<i>Share of governance costs</i>	9,595	-	9,595
<i>Allocation of overheads</i>	(138,818)	138,818	-
	<u>469,909</u>	<u>453,286</u>	<u>923,195</u>

PETERBOROUGH COUNCIL FOR VOLUNTARY SERVICE

Notes to the Financial Statements (continued)

for the year ended 31 March 2021

22. Fund comparatives continued

<i>Support and governance costs</i>	2020		Total
	Unrestricted funds	Restricted funds	
	£	£	£
<i>Support costs</i>			
<i>Depreciation</i>	7,388	-	7,388
<i>Rent, rates and service charges</i>	20,495	-	20,495
<i>Premises costs</i>	11,488	-	11,488
<i>Telephone</i>	543	-	543
<i>Printing, postage, stationery and subscriptions</i>	8,211	-	8,211
<i>Travelling expenses and parking permits</i>	677	-	677
<i>Repairs and renewals</i>	13,550	-	13,550
<i>Equipment hire</i>	3,848	-	3,848
<i>Bank charges</i>	3,590	-	3,590
<i>Sundry and cleaning expenses</i>	4,897	-	4,897
<i>Irrecoverable input VAT</i>	2,346	-	2,346
<i>Governance costs</i>			-
<i>Audit fees</i>	2,940	-	2,940
<i>Legal and professional fees</i>	6,271	-	6,271
<i>Accountancy</i>	384	-	384
	86,628	-	86,628

<i>Analysis of expenditure between activities</i>	2020		Total
	Staff costs & programme expenditure	Support & governance costs	
	£	£	£
<i>Community Development</i>	10,983	-	10,983
<i>Assed Based Community Development</i>	2,647	-	2,647
<i>Migrant Video</i>	31,139	-	31,139
<i>Community Asset</i>	8,333	-	8,333
<i>Reaching Communities costs</i>	86,905	-	86,905
<i>Youth Investment funding costs</i>	134,701	-	134,701
<i>Barrow Connect costs</i>	7,395	-	7,395
	282,103	-	282,103

PETERBOROUGH COUNCIL FOR VOLUNTARY SERVICE

Notes to the Financial Statements (continued)

for the year ended 31 March 2021

22. Fund comparatives continued

Funds

Unrestricted	At 1 April 2019	Incoming resources	Outgoing resources	Net transfers	At 31 March 2020
	£	£	£	£	£
<i>Unrestricted funds</i>	38,998	551,514	(469,909)	-	120,603
Restricted	At 1 April 2020	Incoming resources	Outgoing resources	Net transfers	At 31 March 2021
	£	£	£	£	£
<i>CCC - Community Mapping Research</i>	3995	-	(3,995)	-	-
<i>CCC - Development of Charity Log</i>	7382	-	(7,382)	-	-
<i>Bit Lottery Grant</i>	41140	-	(41,140)	-	-
<i>Syrian Resettlement Programme</i>	4286	-	(4,286)	-	-
<i>The Big Issue</i>	15598	5,100	(20,698)	-	-
<i>Advocacy Grant</i>	3982	-	(3,982)	-	-
<i>LD Form Filling Grant</i>	5456	-	(5,456)	-	-
<i>Asset Based Community Development</i>	-	22,110	(14,134)	-	7,976
<i>Investing in Communities</i>	13,650	-	(13,650)	-	-
<i>Learning Paths</i>	2,411	-	(2,411)	-	-
<i>International Friendship Day</i>	54	500	(554)	-	-
<i>Hate Crime</i>	3,219	-	(3,219)	-	-
<i>Community Asset</i>	21,492	-	(21,492)	-	-
<i>Migrant Video</i>	-	36,500	(36,500)	-	-
<i>Reaching Communities</i>	23,978	105,914	(85,634)	-	44,258
<i>Youth Investment Fund</i>	40,951	240,447	(134,702)	-	146,696
<i>Barrow Cadbury</i>	9,314	1,000	(7,395)	-	2,919
<i>Star Focus</i>	200	-	(200)	-	-
<i>Job Centre Plus</i>	-	22,992	(22,992)	-	-
<i>Digital Culture Media</i>	-	20,986	(20,986)	-	-
<i>Awards for All</i>	-	3,230	(2,478)	-	752
	197,108	458,779	(453,286)	-	202,601

The funds are constituted as follows:

	2020		Total
	Unrestricted funds	Restricted funds	
	£	£	£
<i>Fixed assets</i>	2,255	-	2,255
<i>Debtors</i>	36,124	-	36,124
<i>Cash at bank and in hand</i>	106,903	304,877	411,780
<i>Creditors: Amounts falling due within one year</i>	(24,679)	(102,276)	(126,955)
	120,603	202,601	323,204