



ANNUAL REPORT

1 April 2021 - 31 March 2022

**Dinas Powys Voluntary Concern
Murchfield Community Centre
Sunnycroft Lane
Dinas Powys
Vale of Glamorgan
CF64 4QQ**

Tel No: 02920513700

Email: dpvc@btinternet.com

Dinas Powys Voluntary Concern is a Registered Charity No. 502496

DINAS POWYS
VOLUNTARY CONCERN
Local Help for Local People

OUR STATEMENT OF PURPOSE:

THE PRIMARY PURPOSE OF DPVC IS TO:

**SUPPORT VOLUNTARY GROUPS AND INDIVIDUALS
WHO SEEK TO IMPROVE THE QUALITY OF LIFE:**

**FOR THE ELDERLY,
FOR PEOPLE WITH DISABILITIES
OR THOSE OTHERWISE
DISADVANTAGED AND LIVING IN
OUR COMMUNITIES**

**AND TO ACT AS A FIRST PORT OF CALL
FOR THOSE SEEKING HELP OR ADVICE**

Serving the Community – Our Community

DPVC was first established as the Council of Social Services in 1972 as a result of a meeting of services and voluntary organisations who elected Dr Haydn Jones as chairman. It was later renamed **Dinas Powys Voluntary Concern (DPVC)**. A registered charity, it promotes charitable activities for the benefit of people living in and around Dinas Powys.

DPVC provides a service to individuals, groups and organisations, the elderly and people with disabilities. It does this in many ways such as by:

- Recruiting, inducting and training volunteers and holding an Annual Garden Party to recognise their work
- Organising a Good Neighbour Scheme and running a wellbeing and befriending scheme for the lonely or housebound for which there is a dedicated coordinator funded by the Integrated Care Fund and DPVC.
- Maintaining and running a Minibus/Ambulance used by many organisations in the village such as the RVS and The Wednesday Afternoon Club. It is also used by DPVC for supermarket visits and for conveying older people to various events. In addition volunteers provide a car ferry service for appointments with local hospitals, dentists etc.
- Health Centre Transport. Use of a VW Caddy, in partnership with Greenlinks Community Transport for transport to and from Dinas Powys Medical Centre.
- Organising and running, with the help of volunteers, a fortnightly “Community Club” at the Lee Hall in Dinas Powys. This is open to all residents of all ages.
- Producing and distributing a twice yearly newsletter, DEPEND, to every home in

the community and producing other information booklets and leaflets

- Operating the DPVC office and providing a “first port of call” for those seeking advice and information
- Providing a Photocopying, Laminating and Comb-binding Service at the office.
- Cooperating with and supporting other Dinas Powys organisations and events

DPVC is managed by a Management Committee of Trustees, responsible for planning, development and financial control. The Committee is supported by five working groups:

- Finance
- Community Services
- Publications
- Transport Services
- Human Resources and Policies

The DPVC office is the administrative base for all the activities of DPVC. The office is open every weekday to provide help, advice and information about DPVC and other voluntary and statutory services.

DPVC has two part time coordinators. Our DPVC Coordinator’s role is to organise and support the activities of volunteers in the **Good Neighbour Scheme**. Her role is also:

- to support DPVC and its administration
- to publicise DPVC services
- to manage the office.

The Wellbeing and Befriending Coordinator role is identify those who need support and to recruit, train and support befriending and digital volunteers; and to support the efficient running of DPVC

Our volunteers are key to all our activities and without them the organisation would not exist.

CHAIRMAN'S REPORT

Dinas Powys Voluntary Concern has contributed to the wellbeing of residents in our local community for fifty years and therefore 2022 is being celebrated as our half centenary!

Most of those we support are elderly or have mobility problems, although it has always been the policy of DPVC to offer help on the basis of need and on no other factor. Transport, either through the use of the minibus/ambulance for supported shopping trips or to community activities, or in our Medical Centre VW Caddy to medical appointments, is a core service, but wellbeing and mental health is an integral part of the charity's services and befriending, in person or by telephone or through social groups has become more integral to the charity's main aim of enabling residents to maintain independence. The Covid-19 pandemic has led to many of the charity's services being either suspended or adapted, but the challenges of the last two years have proved how vital many residents find our help and support, and have also created new ways of working, opportunities and projects. In this report it can be seen that, as the Covid pandemic begins to wane, Dinas Powys Voluntary Concern will be looking forwards to new and exciting ventures that will improve the lives of our local residents.

We are extremely grateful to the Vale of Glamorgan Council for the support they give us, both financially and in kind. It is only through this financial support that our part-time coordinators, Wendy Lees and Judith Anderson, can be funded.

At the start of this financial year, Dinas Powys Voluntary Concern, like the whole of the country, and every other voluntary organisation, was still affected by the Covid-19 pandemic and changed working practices were in place to meet the demands caused by Covid regulations implemented by the Welsh and National Governments. Our two Coordinators, Wendy and Judith continued to work by closing the office to all except themselves and, as a result, there has still been no break in the services that they have been able to offer to those in need. Wendy is the contact that many of our elderly, frail, vulnerable and often isolated residents know, and her efficiency and local knowledge ensures that appropriate support and advice can be offered to volunteers as well as those we help.

Judith is the Befriending and Wellbeing Service coordinator and recruits both volunteers and users for this invaluable service. The Befriending Scheme includes telephone befriending and digital support. Judith also coordinates the “Borrowing Bus” and the new project – the DPVC Wellbeing Garden - and deals with DPVC’s grant funding for new and existing projects.

DPVC has a great team of volunteers that we can call on, often at short notice. Their experience and local knowledge ensures that our users receive the help and support that we strive to give. However Covid’s continued presence has meant that the support of our volunteers in helping with shopping, prescription collection and as telephone befrienders is still vital. Many of those who used the DPVC minibus for shopping were still isolating or shielding and unable to shop for themselves. The use of the minibus was limited but September saw it being used by one of the local churches on a Sunday and shopping trips to local supermarkets was reintroduced at the beginning of March 2022. A small number of drivers of the Medical Centre vehicle, which was being used for urgent medical appointments and for prescription collection, were in place to limit cross contamination. The minibus continued to be used as a “Borrowing Bus” and for visits to the vaccination centres.

My thanks go, once again, to our two coordinators, Wendy and Judith, for their dedication, resilience and professionalism in ensuring that community needs were addressed during the ongoing pandemic.

The “Borrowing Bus” project, for which the DPVC Minibus was adapted to provide a “mobile library” service of books, DVDs and jigsaws donated by the community, helped to alleviate loneliness and isolation caused by the Covid pandemic continued to be a success. My grateful thanks to the volunteer drivers who help to make this a safe and successful project. The consequential development - the setting up of an on-line bookshop by the coordinators to sell surplus books and jigsaws - is continuing to raise funds for DPVC.

The DPVC Wellbeing Garden Project at Nightingale Gardens was established in 2021/22, has received grant funding for equipment and raised beds and is a successful new venture. The Memory Café was re-introduced in October 2021.

In summary, the last 12 months have continued to be very eventful and uncertain, but thanks to the hard work, initiative and resilience of our coordinators and the willing and generous support from our volunteers and trustees, DPVC has helped to alleviate loneliness and isolation has been able to

meet many of the needs of our community that have been amplified by the ongoing Covid pandemic.

We are also extremely grateful for the financial support we have received from the Welsh Government, GVS, Vale of Glamorgan Council and from the local community, which has been vital to offset the continued loss of income and extra costs caused by the Covid pandemic. Please refer to the financial report for more details about these. This support has proved vital to the charity. Without this support, we could not have continued to serve our community. Even though the pandemic is still with us, DPVC is looking forward to yet another successful year and new and exciting projects are well under way.

John Fanshaw

CO-ORDINATORS' REPORT

The tables below show a breakdown of the number of enquiries and transport help we have provided over the last year.

Nature of enquiry	Number of enquiries
Prescription collection	31
Practical help/gardening	3
Practical help/ removals	1
Practical help/ other	52
Practical help/ house	3
Transport	72 (excluding Caddy)
Shopping by volunteers	326
Befriending	20

Shopping by volunteers was our most used service as some residents continued to shield or were unable to access the shops. Practical help included posting and pension collecting.

The wellbeing and befriending service continues to grow. In 2021-2022 we had 20 new referrals. The telephone befriending continued. This form of befriending is particularly suited to those who may not want a stranger visiting their homes but who would like some social interaction. Referrals come from social services, support workers, family and friends and self-referrals.

Judith successfully applied for 2 grants of £3000 (Community Foundation Wales) and £1000 (GVS) to start The Wellbeing Garden project. A local gardener J Sissons cleared the area to be used at the Nightingale community Gardens and Colin Turner volunteered to put together the raised beds. It took 5 tons of soil to fill the raised beds this was completed with help from volunteers from Dinas Powys Football club. Meeting of Volunteers and participants finally got underway towards the end of the summer 2021. There was a short break in December- February but resumed with even more enthusiasm in March 2022.

In February 2018 we partnered with NEXUS, part of Cardiff and The Vale Action for Mental Health and started Dementia Friendly Art Classes. These art classes resumed alongside our Memory Café, on the 2nd and 4th Friday of the month, in October 2021. Judith successfully applied for a grant from the Community Foundation Wales to cover the Memory Café costs and this event is well supported by 4 volunteers Di, Linda, Sally and Val. This is open to all friends, family and carers and anyone affected by memory problems.

Part of our wellbeing programme now includes Tai Chi classes which started in September 2021. Judith again successfully applied for £1200 grant from the winter pressure fund to help fund this initiative which runs every Friday 2pm-3pm at the Murchfield Community Centre. The class is now part of the Vale of Glamorgan Council Golden Pass Scheme, which allows those 60+ to access 8 weeks of free exercise classes across the Vale.

The transport service using a VW Caddy to and from the Dinas Powys Medical Centre continued Monday to Friday throughout the year. Covid procedures were still in place with 1 passenger per journey, wearing of masks and cleaning after each journey. As volunteer drivers restarted Wendy took a step down from driving daily and just filled in when necessary. September and October were very busy as lots of our service users had both flu and Covid booster vaccine appointments, we were able to provide over 30 lifts on one day in September to the health centre for the flu vaccine. Despite the unpredictability of appointment times and

traffic congestion the service runs well thanks to the patience and resilience of our drivers. The figures are shown in the following table.

CADDY SUMMARY OF USE 1/4/21- 31/3/22

Mileage	2490
Passenger journeys	1034

The other form of transport our minibus, has had limited use throughout the year. One of our volunteers Jan Flye who coordinated the supermarket runs for over a decade continues to call several of our previous shopping service users during covid, maintaining contact even though shopping runs were postponed for most of the year. A twice weekly shopping run resumed at the beginning of March 2022. Below shows the usage of the minibus by DPVC and other local organisations for the last year. St Marys Church resumed transporting congregation members at the start of September 2021. The “Borrowing Bus” continued throughout the year delivering books and jigsaws on the 2nd Wednesday of the month

ORGANISATION	MILEAGE	PASSENGER JOURNEYS
DPVC		
All shops	139	112
Maintenance	873	0
Borrowing bus	48	2
Health appointments	255	124
St Marys Church	144	150

*Wendy Lees
Judith Anderson*

TRUSTEES/MANAGEMENT COMMITTEE 2021 – 2022

Officers

John Fanshaw	(Chairman)
Chris Franks	(Vice Chairman)
David Thomas	(Treasurer)
Wendy Lees*	(Hon Secretary and Coordinator)

*NB Paid employee without Trustee status

Members

Judith Anderson*	(Wellbeing and Befriending Coordinator)
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*NB Paid employee without Trustee status

Chris Bee

Wendy Bourton

Robert Crowley

Pam Gay

Keith Hatton

Colin Turner

Brian West

TREASURER'S REPORT FOR THE YEAR ENDING 31ST MARCH 2022

The annual accounts for this financial year show a cash balance of £55108 represented by £9133 in the current account and £45975 in the deposit account.

At the year-end Reserves amounted £55850 an increase of £14200 on the previous year due to the minibus replacement reserve increasing by £8400 and the Unrestricted Fund Reserve being increased by £5800.

Total income for the year amounted to £48941 down by £1861 from the previous year. DPVC received generous donations from a number of organisations and Individuals to numerous to name in full. Funds raised from Events were curtailed due to Covid 19 restrictions but we did receive £351 from Cecil Townsend's pumpkin competition.

Again this year we would like to acknowledge and thank the "DPVC Supporters" for their donations which provide, with the attaching Gift Aid, a welcome source of regular funding.

Our grant funding from the Vale of Glamorgan amounted to £19310 which is slightly below the previous year. These grant funds were very much appreciated given the financial pressure that all Local Authorities are currently facing. Without this funding from the Vale of Glamorgan the on-going financial viability of DPVC would be uncertain.

The DPVC Coordinators did a superb job in sourcing other grants that were available to provide relief for the impact of the Covid 19 restrictions on DPVC's income. These grants in total amounted to £13424 and made a significant positive impact on the financial position of DPVC

The total expenditure for the year was £48284 which was up by £759 on the previous year. Two new projects were commenced. £2738 was spent on the Community Garden Project and £1178 on the Memory Cafe. This expenditure was largely funded by specific grants received.

I am pleased to say that our cash reserves are still at a healthy level at the year end.

Finally we would like to formally record our gratitude and thanks to Mr Martyn Warren the Independent Examiner of our Accounts.

David Thomas
Treasurer

DINAS POWYS VOLUNTARY CONCERN
RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED MARCH 31st 2022

RECEIPTS	2021/22	2020/22
	Total £	Total £
Minibus Donations		
Individual Contributions	191	86
Organisation Contributions	0	157
Caddy Donations	1298	1058
Grants and Other Donations		
Bethesda Chapel donation		300
Methodist Church	100	100
Carrier Bags & Charity Boxes	270	330
Megan Wilson Donation		500
DPVC Supporters & Sundry Donations	2908	4757
Vale of Glamorgan Council GNS Grant	7480	7552
Vale of Glamorgan Befriending Grant	11380	11380
Vale of Glamorgan grant	450	
Age Cymru grant		4000
Community Foundation Wales	8666	2000
GVS Covid 19 grant	2000	1200
Vale of Glamorgan Community Transport Grant		2257
Cecil Townsend	351	337
Legal & General Community Fund	1558	3000
GVS Comic Relief grant	1200	2087
VHG Heroes Grant		3000
National Garden Scheme		
Townsend Funeral	230	
D Bruchette Book Sales	54	160
Tennis Club		
Ashman Jubilee Donation	300	
DPCC		
St Peter's Womens Fellowship		
Dinas Powys Art Group	280	
Colin Thomas Funeral Donation		
WRVS Luncheon club		
Fairoaks Concert		411
Scouts Donation	163	540
Valley View Sponsorship		1000
Events		
Rock & Chips		
Strawberry Tea		
Quiz Night	200	
Coffee Mornibg/Afternoon Tea		
Xmas Cards		
Carols around the tree	212	
White Geeko Cafe Event		
Other Income		
Insurance claim flood		502
Photocopying	41	9
Printing Refunds	669	
Fuel Rebate	1716	2214
HMRC Gift Aid		1865
Matheson Shopping Refund	224	
Deposit Transfer	7000	
Cash Book Total	48941	50802

PAYMENTS

	2021/22	2020/21
	Total	Total
	£	£
Minibus Costs		
Fuel	950	156
Repairs and Maintenance	351	1145
Insurance	1432	1374
CTA Costs	50	61
Garage Rental	516	516
CRC + GNS Costs		
Coordinator Payroll and Pension Costs	32599	33621
Rent	1722	1722
Telephone and Broadband	1400	1407
Insurance	507	484
Stationery,Postage & petty Cash	153	353
Data Protection	35	35
DPCC Hire of Hall		83
GVS Membership		34
DBS Checks		
Event Costs		
Quiz Night		
Other Costs		
TaiChi classes	720	
CommunityGarden Project	2738	
Memory Cafe	1178	
Furniture & phones	151	1704
Portacabin plans		450
Marketing	162	80
Depend/Leaflet Printing& Distribution	1532	1502
Computer Equipment	80	1227
IT/website costs	1608	706
Xmas Gifts Volunteers		
Petty Cash	50	22
Royal British Legion	15	15
Advertisement Parish News		
Volunteer Travelling Expenses	34	
Volunteer Fair Costs		
Val Hartrey Bench		
Matheson shopping	0	185
Hendereson Shopping	107	
Phillips shopping	33	
Hardship Fund	161	643
Total payments	48284	47525

STATEMENT OF ACCOUNTS FOR THE YEAR ENDING MARCH 31st 2022

	£	£
Opening Cash Balance April 1st 2021		
Current Account	6679	
Deposit Account	<u>52956</u>	59635
		<u>1796</u>
Add duplicate payment in year to March 31 2021 now reversed		61431
Total Income	48941	
Total Expenditure	<u>48284</u>	
Excess of Income over Expenditure		657
Less deposit withdrawal to current account		7000
Interest on Deposit Account		20
Gross Surplus as at March 31st 2022		<u><u>55108</u></u>
Represented By:		
Current Account as per Bank Statement March 31st 2022		9133
Deposit Account as per Bank Statement March 31st 2022		45975
CLOSING CASH BALANCE AS AT MARCH 31st 2022		<u><u>55108</u></u>

RESERVE POLICY

1.The Trustees of DPVC aim to maintain a level of unrestricted reserves allowing the the continuation of DPVC's core activity for a period of unforeseen difficulty while it considers the best way forward.The level deemed appropriate equates to twelve months expenditure less income likely to continue but excluding Grant Funding and exceptional large one off donations.

This amounts to £22600 in 20/21 which the Trustees will review on an annual basis.

2.The minibus replacement reserve fund has been set up at an amount of £700 per month commencing in January 2019

This reserve will amount to around £60,000 in 7 years time when DPVC will be considering replacing the minibus again.

Our Reserves Position at March 31st 2021

	Current Year	Previous Year
	£	£
Unrestricted Funds (Reserve)	22600	17800
Mini Bus Replacement	18900	10500
Mini Bus Key Deposits	<u>150</u>	<u>150</u>
	<u><u>41650</u></u>	<u><u>28450</u></u>

Independent Examiners Report to the Trustees of Dinas Powys Voluntary Concern

I report to the Trustees on my examination of the accounts of the above Charity for the year ended 31st March 2022.

Responsibilities and basis of the report

As the Trustees of the Charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 (the Act).


I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commissioners under section 145(5)(b) of the Act.

Independent Examiners statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in any material respect:

1. The accounting records were not kept in accordance with section 130 of the Charity's Act, or
2. The accounts do not accord with those records

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.

Signed - 

Date - 12th July 2022

Name – Martyn Warren

Relevant professional body – Institute of Chartered Accountants