

**REGISTERED COMPANY NUMBER: 2409902 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 802632**

**TRUSTEES' REPORT AND  
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED  
31 MARCH 2022  
FOR  
HASTINGS VOLUNTARY ACTION**

Hastings Voluntary Action  
Jackson Hall  
Portland Place  
Hastings  
East Sussex  
TN34 1QN

## HASTINGS VOLUNTARY ACTION

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## HASTINGS VOLUNTARY ACTION

### REFERENCE AND ADMINISTRATIVE DETAILS FOR THE YEAR ENDED 31 MARCH 2022

#### TRUSTEES

Mike Cornish, Winterbourne Close Residents Association  
Graham Goode, Skills and Learning in the Community (SLIC)  
James Johnson, Friends of Africa and the Caribbean  
in England (FACE)  
Julia Wells, HOPE G  
Helen Barraclough, Education Training Consortium  
Dr. Nell Chang, Hastings Chinese Association  
Mary Carter, Independent  
Dawn Poole, Hastings & Rother Credit Union  
Ken Hales, Hastings & St. Leonards Seniors' Forum (resigned Nov 2021)  
Vic Kempner, Independent (resigned Nov 2021)

#### COMPANY SECRETARY

S J Manwaring

#### REGISTERED OFFICE

Jackson Hall  
Portland Place  
Hastings  
East Sussex  
TN34 1QN

#### REGISTERED COMPANY NUMBER

2409902 (England and Wales)

#### REGISTERED CHARITY NUMBER

802632

#### INDEPENDENT EXAMINER

Ashdown Hurrey Auditors Limited  
Statutory Auditors  
20 Havelock Road  
Hastings  
East Sussex  
TN34 1BP

## **HASTINGS VOLUNTARY ACTION**

### **TRUSTEES' REPORT**

#### **FOR THE YEAR ENDED 31 MARCH 2022**

Hastings Voluntary Action is a company limited by guarantee and a registered charity founded on 1 August 1989, and governed by its Memorandum and Articles of Association agreed on 16 November 2018. The directors of the company, who are also the trustees of the charity for the purposes of the Companies Acts, submit their annual report and financial statements for the year ended 31 March 2022. The trustees confirm that the annual report and financial statements comply with current statutory requirements, the requirements of the charity's governing documents and the provisions of Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015). As set out in the Articles of Association, members of the executive committee are elected at the annual general meeting. These trustees have the power to co-opt, provided that such co-opted members shall never comprise more than one-third of the executive committee.

### **OBJECTIVES AND ACTIVITIES**

#### **AIMS AND OBJECTIVES**

The charity's objects ('Objects') are specifically restricted to the following:

- (1) To promote any charitable purposes for the benefit of the community, primarily but not exclusively, in the Borough of Hastings, and in particular the advancement of education, the protection of health, the relief of poverty and to promote social inclusion and social cohesion.
- (2) To maintain a Council for Voluntary Service to support the voluntary and community sector, primarily but not exclusively, for the benefit of the people in Hastings.
- (3) To be an advocate for the voluntary and community sector ensuring that the voice of the sector is heard and that a greater understanding of its needs, challenges and contributions is gained by its strategic partners.

#### **Review of the Year**

- During the year 2021/22, the country emerged from the lockdowns of the COVID 19 pandemic. Hastings Voluntary Action provided support to charities, community groups and community centres in Hastings to restart and re-open their services. HVA also gradually re-opened the building it manages, and returned to face-to-face meetings, training and events.
- HVA continued to organise and chair the COVID 19 Community Hub to bring together partners from all sectors, to share information, co-ordinate activities, and deliver a range of service to vulnerable residents affected by COVID 19 and the subsequent lockdowns.
- During the year funding was obtained from East Sussex Public Health to develop via a local Food Network a wider approach to food access and sustainability and a designated officer is in place to coordinate this.
- HVA supported NHS colleagues with the roll out of the vaccine programme, such as providing local intelligence about hotspots and potential vaccination sites, and recruiting volunteers to support the programme. A learning and evaluation event was held to look at the programme and model how access to the most vulnerable communities could be improved in the roll-out of future health programmes.
- HVA participated in research conducted by East Sussex County Council to look at measures and methodologies to reduce social isolation and the vulnerabilities associated with this.
- HVA was a Census Champion in 2021, and raised awareness of the importance for our town to have an accurate count of people living here. HVA staff were trained to help people in Hastings & Rother who couldn't fill in the online Census form, and we particularly tried to reach Refugees, Asylum Seekers and people who were homeless.
- HVA supported organisation to recruit volunteers as they re-started or continued their activities. During the year HVA recruited a new member of staff who is dedicated to increasing volunteering in the town, and HVA helped over 75 people in volunteering activities during the year.

## **HASTINGS VOLUNTARY ACTION**

### **TRUSTEES' REPORT**

**FOR THE YEAR ENDED 31 MARCH 2022**

#### **OBJECTIVES AND ACTIVITIES continued**

##### **Review of the Year continued**

- Based on the experience of COVID 19 HVA captured the issues and trends via the Community Hub which led to a successful application to the Governments Community Renewal Fund resulting in over £100,000 funding to commission research into trends in local volunteering, promote cross sector working and develop learning opportunities so that services meet the needs and referrals work effectively.
- HVA increased the volume of information that we published, to publicise sources of support and to help people in the Borough to keep up to date with changes to local services and latest guidance. We published fortnightly ebulletins to 1950+ readers, daily posts to 1600+ facebook followers, increased the information on HVA's website, and started to experiment with short videos as a way to communicate with our beneficiaries.
- HVA undertook significant one-to-one casework to support organisations facing change to their operating environment. We responded to a broad range of themes including human resources, setting up new organisations, winding down organisations, mergers & collaboration, health & safety risk management, organisational development, financial management, funding advice, marketing and promotion and data management. In the three months of January to March 2022, HVA provided direct specific individual support to 148 different charities and community groups.
- A funding advice service provided advice and support to local groups and supported inward investment to Hastings – the most deprived area in the South East of England – leveraging in over £1,571,000, and creating or sustaining 20 jobs.
- HVA contributed to building the skills and knowledge of local VCS groups by running 12 training sessions, courses and seminars.
- Through its support of Hastings Community Network, HVA enabled the sector to represent itself on key cross sector structures such as the Local Strategic Partnership and other key strategic bodies. HVA regularly consulted and engaged with its member organisations on a range of key issues to ensure that Voluntary and Community Sector (VCS) groups could be advised of major policy changes. Quarterly networking events were held to bring together a range of organisations with a view to improving local service delivery and referrals between them. These took the form of themed events covering topics chosen by local organisations or the popular “open mic” sessions which gave groups an opportunity to promote services or projects, debate current issues and reflect of what was bring learned. We worked collaboratively with the Leader of the Local Authority to present and involve local organisations in the Budget and Strategic plan process.
- HVA also supported the development of a strategic alignment between East Sussex County Council and the leaders of Voluntary Community and Social Enterprise Sector. Known as Partnership Plus this work has supported work streams to improve workforce development, commissioning, and cross sector knowledge and understanding. This work has resulted in the publication of research conducted by the Institute of Voluntary Action Research examining the economic contribution of the VCSE in East Sussex. HVA was an active member of the East Sussex VCSE alliance engaging with VCSE leaders on a County wide basis.
- HVA worked with NHS partners to plan to meet the challenges of community and voluntary sector involvement at a strategic level. During the reporting period HVA's was a member of the East Sussex Strategic Partnership bringing together senior leaders from the business community, public sector and voluntary sector. We also offered advise to strategic partners about the involvement of the VCSE sector and the structures in place to facilitate this.
- HVA delivered a variety of projects and campaigns linked to a diverse range of areas including Refugees and Asylum Seekers, Age Friendly Communities, Mental Wellbeing and Physical Health. The Charity also acted as the Locally Trusted Organisation supporting a programme of community involvement and decision making in North East Hastings, one of the most deprived parts of the Borough.
- HVA supported the continuing development of the Education Futures Trust by acting as a Trustee and has helped support its service for children, schools and families.

## **HASTINGS VOLUNTARY ACTION**

### **TRUSTEES' REPORT**

#### **FOR THE YEAR ENDED 31 MARCH 2022**

- During the year HVA worked as part of the Town Deal Board and investment panel to deliver the Town Deal programme for Hastings involving a projected investment to the Borough of £26.2 million.

- HVA continued to provide affordable high-quality accommodation to other not-for-profit organisations including those working with carers, children, people with learning disabilities, and people with mental health issues. HVA also managed a meeting space in Hastings town centre. During the year HVA also concluded negotiations with another Charity to agree in principle the transfer of an asset in Central St Leonards with a view to extending the availability of affordable accommodation for the VCSE sector together with access to meeting and training space.

#### **Public benefit**

The requirements for reporting public benefit in an annual report are that the report will contain;

- i) a report of those activities undertaken by a charity to further its charitable activities for the public benefit, and
- ii) a statement by the charity trustees that they have due regard to public benefit guidance published by the Charity Commission.

The guidance sets out two key principles which need to be met in order to show that an organisation's aims are for the public benefit;

- i) there must be an identifiable benefit or benefits, i.e. the "benefit" principle, and
- ii) the benefit must be to the public or a section of the public, the "public" principle.

The trustees refer to the guidance in the Charity Commission's general guidance on Public Benefit when reviewing the aims and objectives of, and in planning, activities. The trustees endorse these key principles of public benefit, and reflect them into aims and objectives of the activities they have set. HVA typically delivers on these objectives through delivering on the National Association for Voluntary and Community Action (NAVCA) standards. Our services are monitored and reviewed quarterly to ensure service delivery meets aims and objectives.

Through the activities detailed in this report, and in other literature and newspaper articles, on HVA's website and through social media, the trustees show that the activities undertaken by HVA to further its charitable activities are, and are duly reported as being, for the public benefit.

### **STRATEGIC REPORT**

#### **Financial review**

##### **Financial position**

The statement of Financial Activities shows an overall surplus for the year of £142,919 (2021: deficit £10,171). Reserves at 31 March 2022 were £376,847 of which £244,982 were Restricted Funds and £10,000 were Designated Funds. The general fund reserves stand at £121,865 (2021: £112,772). The general fund balance is held as a contingency in the event of the core funding being withdrawn and is held to cover the likely costs arising therefrom. The principal funding of the charity continues to be by way of grants received from various statutory bodies, as detailed elsewhere in this report.

##### **RESERVES POLICY**

Hastings Voluntary Action has a Reserves Policy which addressed issues relating to its obligations to the upkeep of its assets, supporting existing projects for fixed periods until funding is secured, meeting the cost of redundancy of staff should the occasion arise and a general reserve for the cover of management and administrative costs in unforeseen circumstances or in the event of a winding up of the organisation.

The statement of financial activities reflects the level of reserves as at 31st March 2022.

# HASTINGS VOLUNTARY ACTION

## TRUSTEES' REPORT

### FOR THE YEAR ENDED 31 MARCH 2022

#### STRUCTURE, GOVERNANCE AND MANAGEMENT

##### Recruitment and appointment of new trustees

Hastings Voluntary Action is a member organisation and its Trustees are elected from a vote of all registered member organisations in attendance at its Annual General Meeting. HVA is proud to be a "user-led" organisation in that over 50% (in fact all) of its trustees are elected from its beneficiary group. The management of the charity is the responsibility of the trustees who are elected under the terms of the trust deed. The trustees may appoint a person who is willing to act as a trustee, either to fill a vacancy or to act as an additional trustee, provided that the appointment does not cause the number of trustees to exceed the maximum number. Generally, only persons who are representatives of member organisations of Hastings Voluntary Action are eligible to become trustees, but the Management Board may at any time co-opt other persons, whether or not representing a member organisation, provided that such co-opted members shall never comprise more than one-third of the Management Board. None of the charity's trustees receive any remuneration.

##### Organisational structure

The Board of Trustees meets on a quarterly basis. Agendas are approved by the Chair of the Board and paper and report are issued to trustees prior to the meeting where possible. Decisions made by the trustees provide strategic direction, with some authority delegated to the Director and other staff members. An Officers group consisting of the Chair, Vice Chair and Treasurer also meet to consider any matters arising from board meetings. Task and finish groups are also delegated certain tasks relating to HR. All Trustees and staff attend a strategic planning session each year

##### Risk management

The Trustees of Hastings Voluntary Action recognise their obligations to identify, manage and mitigate all strategic, operational and technical risks facing the organisation. HVA recognise the need to have a planned and systematic approach to risk. Therefore, a comprehensive risk register has been created, and a "lead" risk trustee appointed to ensure that this is regularly considered by Trustees at each meeting. Arrangements for Health & Safety monitoring and risk management are in place and have recently been externally audited.

##### Induction and training of new trustees

Induction processes are in place for new trustees which consist of briefing and induction materials. We have recently refreshed a Trustee skills audit which continues to inform our plans for further training and development. Occasional skills audits are utilised to inform development needs and highlight gaps.

##### Staff & Volunteers

During the reporting period the Charity has employed an average of 15 staff across the year and 3 volunteers have regularly supported HVA's main services. Additional capacity has been deployed in the form of freelance "associates" who have undertaken specific work on designated projects.

##### Partnership

HVA prides itself on working in partnership, and is in a strong position to bring different organisations together to work towards shared aims. HVA works closely with Rother Voluntary Action and 3VA (the other VCS infrastructure organisations in East Sussex) on various projects. Additionally, HVA has an organisational objective to attract inward investment to the Borough and will actively form consortia or partnership arrangements between local organisations to achieve this. With this in mind, the Director of HVA and other staff attend local and county meetings to develop and extend partnership work. During the reporting period the Director of HVA acted as Chair of the East Sussex Strategic Partnership bringing together the County, District and Borough Councils, NHS, Sussex Police, Fire and Rescue Service, Local Enterprise Partnership and Voluntary Sector leaders.

To support the broadest possible partnership activity HVA facilitates the Hastings Community Network which brings together VCS organisations. Quarterly sector-wide events are organised to do this in an open and inclusive way.

##### COVID 19

Towards the end of the reporting period the full impact of the COVID 19 Pandemic became clear and HVA assumed a leadership role coordinating the COVID 19 Community Hub for the local area ensuring that food, support and other services were made available to vulnerable people during and following the period of lockdown.

Trustees' report, incorporating a strategic report, approved by order of the board of trustees, as the company directors, on ..... and signed on the board's behalf by:

.....  
M P Cornish - Trustee

## **HASTINGS VOLUNTARY ACTION**

### **STATEMENT OF TRUSTEES' RESPONSIBILITIES FOR THE YEAR ENDED 31 MARCH 2022**

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standards 102 "The Reporting Standard applicable in the UK and Republic of Ireland".

The law applicable to charities in England and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2022, which are set out on pages seven to eighteen.

### *Responsibilities and basis of report*

As the charity's trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 (the '2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

### *Independent examiner's report*

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

- accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or the accounts do not accord with those accounting records; or
- the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Mr S R Sampson  
FCA FCIE DChA  
Ashdown Hurrey Auditors Limited  
Statutory Auditors  
20 Havelock Road  
Hastings  
East Sussex  
TN34 1BP

Date: .....

## HASTINGS VOLUNTARY ACTION

### STATEMENT OF FINANCIAL ACTIVITIES Including Income and Expenditure Account FOR THE YEAR ENDED 31 MARCH 2022

			31.3.22	31.3.21
	Notes	Unrestricted Funds	Restricted Funds	Total Funds
<b>INCOME AND ENDOWMENTS FROM</b>				
Donations and legacies	3	101,314	691,375	792,689
<b>Charitable activities</b>	4			
Operation of charitable services		203,777	-	203,777
<b>Total</b>		<u>305,091</u>	<u>691,375</u>	<u>996,466</u>
<b>EXPENDITURE ON</b>				
<b>Charitable activities</b>				
Operation of charitable services	5	283,774	557,549	841,323
Other	6	12,224	-	12,224
<b>Total</b>		<u>295,998</u>	<u>557,549</u>	<u>853,547</u>
<b>NET INCOME</b>		9,093	133,826	142,919
				(10,171)
<b>RECONCILIATION OF FUNDS</b>				
<b>Total funds brought forward</b>		<u>122,772</u>	<u>111,156</u>	<u>233,928</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>131,865</u></u>	<u><u>244,982</u></u>	<u><u>376,847</u></u>
				<u><u>233,928</u></u>

#### CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.

**HASTINGS VOLUNTARY ACTION****REGISTERED COMPANY NUMBER: 2409902 (England & Wales)****REGISTERED CHARITY NUMBER: 802632****BALANCE SHEET  
AT 31 MARCH 2022**

	Notes	31.3.22 £	31.3.21 £
<b>CURRENT ASSETS</b>			
Debtors	10	165,564	59,779
Cash at bank and in hand		<u>214,628</u>	<u>192,891</u>
		380,192	252,670
<b>CREDITORS</b>			
Amounts falling due within one year	11	<u>(3,345)</u>	<u>(18,742)</u>
<b>NET CURRENT ASSETS</b>		<u>376,847</u>	<u>233,928</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>376,847</u>	<u>233,928</u>
<b>PROVISIONS</b>			
Provision for pension deficit	15	(3,510)	(26,593)
<b>NET ASSETS</b>		<u>373,337</u>	<u>207,335</u>
<b>FUNDS</b>			
Unrestricted funds:	13		
General fund		121,865	112,772
Designated funds: Lease and maintenance		10,000	10,000
Restricted funds	13	<u>244,982</u>	<u>111,156</u>
		376,847	233,928
Pension Fund Deficit	15	<u>(3,510)</u>	<u>(26,593)</u>
<b>TOTAL FUNDS</b>		<u>373,337</u>	<u>207,335</u>

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

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

The trustees acknowledge their responsibilities for

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

These financial statements were approved by the Board of Trustees on ..... and were signed on its behalf by:

.....  
M P Cornish - Trustee

.....  
G Goode - Trustee

The notes form part of these financial statements

HASTINGS VOLUNTARY ACTION

**Table 1: Statement of Cash Flows**

	Total funds		Note
	Current year to 31.3.22	Previous year	
Cash flows from operating activities:			
Net cash provided by (used in) operating activities	48,027	(36,672)	(Table 2)
Cash flows from investing activities:			
Bank interest	18	83	
Net cash provided by (used in) investing activities			
Cash flows from financing activities:	-	-	
Change in cash and cash equivalents in the reporting period			
Cash and cash equivalents at the beginning of the reporting period	192,891	229,480	(Table 3)
Change in cash and cash equivalents due to exchange rate movements	-	-	
Cash and cash equivalents at the end of the reporting period	240,936	192,891	(Table 3)

**Table 2: Reconciliation of net income/(expenditure) to net cash flow from operating activities**

	Current year to	
	31.3.22	Previous year
Net income/(expenditure) for the reporting period (as per the statement of financial activities)	142,919	(10,171)
Adjustments for:		
Depreciation charges	-	-
(Gains)/losses on investments	-	-
Dividends, interest and rents from investments	(18)	(83)
Loss/(profit) on the sale of fixed assets	-	-
(Increase)/decrease in stocks	-	-
(Increase)/decrease in debtors	(92,631)	(10,424)
Increase/(decrease) in creditors	(2,243)	(15,994)
Net cash provided by (used in) operation activities	48,027	(36,672)

**Table 3: Analysis of cash and cash equivalents**

	Current year to	
	31.3.22	Previous year
Cash in hand	183,789	122,068
Notice deposits (less than 3 months)	30,839	70,823
Overdraft facility repayable on demand	-	-
Total cash and equivalents	214,628	192,891

## HASTINGS VOLUNTARY ACTION

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

#### 1 STATUTORY INFORMATION

Hastings Voluntary Action is an incorporated charity, limited by guarantee, registered in England & Wales. The charity's registered number and registered office address can be found in the Report of the Trustees.

#### 2 ACCOUNTING POLICIES

##### **Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102)'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

##### **Going Concern**

There are no material uncertainties in relation to the charity's ability to continue as a going concern. These financial statements have therefore been prepared on the going concern basis.

##### **Income**

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

##### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

##### **Allocation and apportionment of costs**

##### **Taxation**

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

##### **Fund accounting**

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

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

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

##### **Pension costs and other post-retirement benefits**

The charitable company currently operates defined contribution pension schemes with NEST and the Pensions Trust Co.. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

The charity has previously operated a money purchase scheme, administered by the Pensions Trust Co. This scheme is now closed and was a multi-employer Growth Plan defined benefit pension scheme.

#### 3 DONATIONS AND LEGACIES

	31.3.22	31.3.21
	£	£
Grants	<u>792,689</u>	<u>501,074</u>

HASTINGS VOLUNTARY ACTION

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 MARCH 2022

<b>4</b>	<b>INCOME FROM CHARITABLE ACTIVITIES</b>	31.3.22	31.3.21
		Operation of charitable activities	Total activities
		£	£
	Rent and management fees	203,759	202,140
	Investment income	18	83
		<u>203,777</u>	<u>202,223</u>

<b>5</b>	<b>CHARITABLE ACTIVITIES COSTS</b>	Direct costs	Support costs (See note 5)	Totals
		£	£	£
	Operation of charitable services	<u>841,323</u>	<u>12,224</u>	<u>853,547</u>

<b>6</b>	<b>SUPPORT COSTS</b>	
		Governance costs
		£
	Other resources expended	12,224
	Operation of charitable services	-
		<u>12,224</u>

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

**Governance costs**

			31.3.22	31.3.21
	Other resources expended	Operation of charitable services	£	£
	£		£	£
	Management & admin sals	-	7,936	7,936
	Pensions	-	1,288	1,288
	Independent examiner's fee	-	3,000	3,000
	<u>12,224</u>	<u>-</u>	<u>12,224</u>	<u>12,224</u>

HASTINGS VOLUNTARY ACTION

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 MARCH 2022

7	<b>NET INCOME/ (EXPENDITURE)</b>		
	Net income/(expenditure) is stated after charging/(crediting):	31.3.22	31.3.21
		£	£
	Independent Examiner's remuneration	<u>3,000</u>	<u>3,000</u>
8	<b>TRUSTEES' REMUNERATION AND BENEFITS</b>		
	There were no trustees' remuneration or other benefits for the year ended 31 March 2022 nor for the year ended 31 March 2021.		
	There were no trustees' expenses paid for the year ended 31 March 2022 nor for the year ended 31 March 2021.		
9	<b>STAFF COSTS</b>		
		31.3.22	31.3.21
		£	£
	Wages and salaries	199,228	219,475
	Social security	18,001	16,622
	Employer's contribution to defined contribution pension schemes	11,092	10,742
	Other pension costs	<u>1,288</u>	<u>1,288</u>
		<u>229,609</u>	<u>248,127</u>
	The average monthly number of employees during the year was as follows:		
		31.3.22	31.3.21
	Hastings Voluntary Action Employees	<u>15</u>	<u>15</u>
		31.3.22	31.3.21
	Key management personnel	£	£
	Total employee benefits for key management personnel	48,843	48,202
	No employees received emoluments in excess of £60,000.		

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 MARCH 2022

10 **DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.3.22	31.3.21
	£	£
Trade debtors	49,431	55,987
Projects in deficit (see note 14)	111,604	13,154
Prepayments	4,529	3,792
	<u>165,564</u>	<u>72,933</u>

11 **CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.3.22	31.3.21
	£	£
Trade creditors	345	2,588
Accrued expenses	3,000	3,000
	<u>3,345</u>	<u>5,588</u>

12 **OPERATING LEASE COMMITMENTS:**

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

	2022
	£
Within 1 year	1,691
Later than 1 year and not later than five years	4,652
Later than five years	-

13 **ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	Unrestricted Funds	Restricted funds	Total funds	Total funds
	£	£	£	£
Current assets	135,210	244,982	380,192	252,670
Current liabilities	<u>(3,345)</u>	<u>-</u>	<u>(3,345)</u>	<u>(18,742)</u>
	<u>131,865</u>	<u>244,982</u>	<u>376,847</u>	<u>233,928</u>

## HASTINGS VOLUNTARY ACTION

### NOTES TO THE FINANCIAL STATEMENT (continued) FOR THE YEAR ENDED 31 MARCH 2022

14 MOVEMENT IN FUNDS	At 1.4.21	Incoming resources	Resources expended	Transfers between funds	Funds held at 31.3.22	Projects in deficit at 31.2.22 (see notes)
<b>Unrestricted funds</b>						
General fund	112,772	305,091	(295,998)	-	121,865	-
Designated fund	10,000	-	-	-	10,000	-
	<u>122,772</u>	<u>305,091</u>	<u>(295,998)</u>	-	<u>131,865</u>	-
<b>Restricted funds</b>						
Big Local Trust	31,190	142,119	(156,053)	1,848	19,104	-
Central Hall	-	21,721	(22,411)	-	-	(690)
Community Safety Research Project	-	2,000	(2,000)	-	-	-
ESCC COMF Funding	-	90,000	(10,808)	-	79,192	-
ESCC Community Renewal Fund	-	15,015	(29,504)	-	-	(14,489)
ESCC Core 20	-	37,137	-	-	37,137	-
ESCC Men United	-	-	(67)	-	-	(67)
Food Network	16,582	2,845	(12,902)	-	6,525	-
Hate Crime/Crime Reduction Activities	5,111	-	(5,111)	-	-	-
Links	14,396	31,464	(30,591)	-	15,269	-
Links/Ukraine support	-	10,000	-	-	10,000	-
Making It Happen	(766)	63,906	(63,245)	-	-	(105)
Public Health & Community Hub	-	9,060	(9,242)	-	-	(182)
Volunteering	-	57,099	(9,921)	-	47,178	-
Total project funding	<u>66,513</u>	<u>482,366</u>	<u>(351,855)</u>	1,848	<u>214,405</u>	<u>(15,533)</u>
Held on behalf of BAME Engagement	10,416	-	(10,416)	-	-	-
Held on behalf of Big Local Community Centres	5,785	-	(93)	(1,848)	3,844	-
Held on behalf of Botanic Garden	-	500	(212)	-	288	-
Held on behalf of Census Project	-	1,960	(1,960)	-	-	-
Held on behalf of Clean Water Action	-	2,064	(2,064)	-	-	-
Held on behalf of Community Hub	2,000	-	(2,000)	-	-	-
Held on behalf of C4C	5,873	-	(361)	-	5,512	-
Held on behalf of DAA	1,385	340	(655)	-	1,070	-
Held on behalf of Food Network Small Grants	-	50,000	(40,000)	-	10,000	-
Held on behalf of FOTOP	(12,388)	48,000	(118,582)	-	-	(82,970)
Held on behalf of FrockupFriday	-	1,940	(1,822)	-	118	-
Held on behalf of Gensing & CSL Forum	5,786	-	(1,000)	-	4,786	-
Held on behalf of Happy Cooks	-	1,000	-	-	1,000	-
Held on behalf of Hastings Relief Fund	2,299	-	(2,299)	-	-	-
Held on behalf of HCT	-	-	(13,101)	-	-	(13,101)
Held on behalf of Heroes of Hastings	214	-	(214)	-	-	-
Held on behalf of IBC in Perpetuity	-	183	(183)	-	-	-
Held on behalf of Marline Court Garden	-	500	(419)	-	81	-
Held on behalf of RAIN	-	99,542	(99,542)	-	-	-
Held on behalf of SCUF	19,480	250	(19,000)	-	730	-
Held on behalf of Strategic Youth P.ship	1,500	-	-	-	1,500	-
Held on behalf of St Leonards Town Team	1,298	-	-	-	1,298	-
Held on behalf of Wellbeing Hub - EFT	212	-	(70)	-	142	-
Held on behalf of West St Leonards Ass	208	2,340	(2,340)	-	208	-
Held on behalf of WORC Project	575	250	(825)	-	-	-
In Memory of Pat Weaver	-	140	(140)	-	-	-
Total held on behalf of	<u>44,643</u>	<u>209,009</u>	<u>(317,298)</u>	(1,848)	<u>30,577</u>	<u>(96,071)</u>
Adjustment for funds in deficit			111,604			
Total Restricted Funds	<u>111,156</u>	<u>691,375</u>	<u>(557,549)</u>	-	<u>244,982</u>	<u>(111,604)</u>
<b>TOTAL FUNDS</b>	<u><u>233,928</u></u>	<u><u>996,466</u></u>	<u><u>(853,547)</u></u>	-	<u><u>376,847</u></u>	<u><u>(111,604)</u></u>

Note - Restricted funds relate either to  
- grant funded projects managed by HVA, or  
- funds held on behalf of external organisations who, for whatever reason, do not have the ability or capacity to fully manage their own finances. In such cases, HVA provides support to the organisation and accountability to funders in an open and transparent

## HASTINGS VOLUNTARY ACTION

### NOTES TO THE FINANCIAL STATEMENT (continued) FOR THE YEAR ENDED 31 MARCH 2022

#### 15 PROVISION FOR LIABILITIES

Provision for pension liability

Scheme: TPT Retirement Solutions - The Growth Plan

Background (The National Picture)

The charity participates in the scheme, a multi-employer scheme which provides benefits to some 638 non-associated participating employers. The scheme is a defined benefit scheme in the UK. It is not possible for the charity to obtain sufficient information to enable it to account for the scheme as a defined benefit scheme. Therefore, it accounts for the scheme as a defined contribution scheme.

The scheme is subject to the funding legislation outlined in the Pensions Act 2004 which came into force on 30 December 2005. This, together with documents issued by the Pensions Regulator and Technical Actuarial Standards issued by the Financial Reporting Council, set out the framework for funding defined benefit occupational pension schemes in the UK.

The scheme is classified as a 'last-man standing arrangement'. Therefore the charity is potentially liable for other participating employers' obligations if those employers are unable to meet their share of the scheme deficit following withdrawal from the scheme. Participating employers are legally required to meet their share of the scheme deficit on an annuity purchase basis on withdrawal from the scheme.

A full actuarial valuation for the scheme was carried out on 30 September 2020. This valuation showed assets of £800.3m, liabilities of £831.9m and a deficit of £31.6m. To eliminate this funding shortfall, the Trustee has asked the participating employers to pay additional contributions to the scheme as follows;

Deficit contributions

From 1 April 2022 to 31 January 2025	£3,312,000 per annum	(payable monthly)
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Unless a concession has been agreed with the Trustee the term to 31 January 2025 applies.

Note that the scheme's previous valuation was carried out with an effective date of 30 September 2017. This valuation showed assets of £794.9m, liabilities of £926.4m and a deficit of £131.5m. To eliminate this funding shortfall, the Trustee has asked the participating employers to pay additional contributions to the scheme as follows;

From 1 April 2019 to 30 September 2025	£11,243,000 per annum	(payable monthly and increasing by 3% each on 1st April)
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The recovery plan contributions are allocated to each participating employer in line with their estimated share of the Series 1 and Series 2 scheme liabilities.

Where the scheme is in deficit and where the charity has agreed to a deficit funding arrangement the charity recognises a liability for this obligation. The amount recognised is the net present value of the deficit reduction contributions payable under the agreement that relate to the deficit. The present value is calculated using the discount rate detailed in these disclosures. The unwinding of the discount rate is recognised as a finance cost.

## HASTINGS VOLUNTARY ACTION

### NOTES TO THE FINANCIAL STATEMENT (continued) FOR THE YEAR ENDED 31 MARCH 2022

#### 15 PRESENT VALUES OF PROVISION

Impact on Hastings Voluntary Action	31.3.22 £	31.3.21 £	31.3.20 £
Present value of provision	<u>3,510</u>	<u>26,593</u>	<u>31,509</u>

#### RECONCILIATION OF OPENING AND CLOSING PROVISIONS

		Period ending 31.3.22 £	Period ending 31.3.21 £
Provision at the start of the period		26,593	31,509
Unwinding of the discount factor		153	709
Deficit contributions paid		(6,730)	(6,534)
Remeasurements- impact of any change in assumptions		(81)	909
Remeasurements- amendments to the contribution schedule		<u>(16,425)</u>	<u>-</u>
Provision at end of period		<u>3,510</u>	<u>26,593</u>

#### INCOME AND EXPENDITURE IMPACT

		Period ending 31.3.22	Period ending 31.3.21
Interest expense		153	709
Remeasurements - impact of any change in assumptions		(81)	909
Remeasurements - amendments to the contributions schedule		(16,425)	-
Contributions paid in respect of future service*		4,928	6,216
Costs recognised in income and expenditure account		11,657	12,750

\*includes defined contribution schemes and future service contributions (i.e. excluding any deficit reduction payments) to defined benefit schemes which are treated as defined contribution schemes.

#### ASSUMPTIONS

	31.3.22	31.3.21	31.3.20
	% per annum	% per annum	% per annum
Rate of discount	2.35	0.66	2.53

The discount rates shown above are the equivalent single discount rates which, when used to discount the future recovery plan contributions due, would give the same results as using a full AA corporate bond yield curve to discount the same recovery contributions.

## HASTINGS VOLUNTARY ACTION

### NOTES TO THE FINANCIAL STATEMENT (continued) FOR THE YEAR ENDED 31 MARCH 2022

#### 15 DEFICIT CONTRIBUTIONS SCHEDULE

The following schedule details the deficit contributions agreed between the charity and the scheme at each year end period:

Year ending	31.3.22	31.3.21	31.3.20
	£	£	£
Year 1	1,279	6,730	6,534
Year 2	1,279	6,931	6,730
Year 3	1,066	7,139	6,931
Year 4	-	6,128	7,139
Year 5	-	-	6,128

The company must recognise a liability measured as the present value of the contributions payable that arise from the deficit recovery agreement and the resulting expense in the income and expenditure account, i.e. the unwinding of the discount rate as a finance cost in the period in which it arises. It is these contributions that have been used to derive the charity's balance sheet liability.

#### 16 RELATED PARTY DISCLOSURES

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

**HASTINGS VOLUNTARY ACTION**

**COMPARATIVE STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2021**

			31.3.21	31.3.20
	Notes	Unrestricted Funds	Restricted Funds	Total Funds
			Total Funds	Total Funds
<b>INCOME AND ENDOWMENTS FROM</b>				
Donations and legacies		102,597	398,477	501,074
<b>Charitable activities</b>				
Operation of charitable services		202,223	-	202,223
<b>Total</b>		<u>304,820</u>	<u>398,477</u>	<u>703,297</u>
<b>EXPENDITURE ON</b>				
<b>Charitable activities</b>				
Operation of charitable services		288,847	412,397	701,244
Other		12,224	-	12,224
<b>Total</b>		<u>301,071</u>	<u>412,397</u>	<u>713,468</u>
<b>NET INCOME</b>		3,749	(13,920)	(10,171)
<b>RECONCILIATION OF FUNDS</b>				
<b>Total funds brought forward</b>		<u>119,023</u>	<u>125,076</u>	<u>244,099</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>		122,772	111,156	233,928

## HASTINGS VOLUNTARY ACTION

### DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2022

	31.3.22 £	31.3.21 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Grants	792,689	501,074
<b>Charitable activities</b>		
Rent and management fees	203,759	202,140
Investment income	18	83
	<u>203,777</u>	<u>202,223</u>
<b>Total incoming resources</b>	<u>996,466</u>	<u>703,297</u>
<b>EXPENDITURE</b>		
<b>Charitable activities</b>		
Wages	220,385	238,903
Establishment costs	36,339	25,086
Staff travel and training	942	120
Volunteer expenses	-	9
Office running costs	26,108	24,729
Project costs	557,549	412,397
	<u>841,323</u>	<u>701,244</u>
<b>Support costs</b>		
<b>Governance costs</b>		
Management & admin salaries	7,936	7,936
Pensions	1,288	1,288
Independent examiner's fee	3,000	3,000
AGM/Annual conference	-	0
	<u>12,224</u>	<u>12,224</u>
<b>Total resources expended</b>	<u>853,547</u>	<u>713,468</u>
<b>Net Income</b>	<u>142,919</u>	<u>(10,171)</u>

This page does not form part of the statutory financial statements