

COMPANY REGISTRATION NUMBER: NI031409

CHARITY REGISTRATION NUMBER: NIC101712

**CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE**

**Company Limited by Guarantee**

**Unaudited Financial Statements**

**Year ended**

**31 March 2025**

**K JENNINGS & CO**

Chartered accountants

30A Kilmorey Street

Newry

Co Down

BT34 2DE

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# CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

Financial Statements

Year ended 31 March 2025

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# **CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE**

**Company Limited by Guarantee**

**Trustees' Annual Report (Incorporating the Director's Report)**

**Year ended 31 March 2025**

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2025.

## **Reference and administrative details**

**Registered charity name** CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE  
**Charity registration number** NIC101712  
**Company registration number** NI031409  
**Principal office and registered office** OFFICE 2  
LEGAHORY CENTRE  
BROWNLOW  
CRAIGAVON  
BT65 5BE

## **The trustees**

Ms JANIS GEARY  
Ms LINDA LYNESS  
Mr BRENDAN MACPARTLIN  
Ms CLAIRE MARY PATIENCE  
Ms CLARE McCANN

**Company secretary** D STEWART

**Accountant** K Jennings & Co  
Chartered accountants  
30A Kilmorey Street  
Newry  
Co Down  
BT34 2DE

## **Structure, governance and management**

The organisation is run by board of trustees

## **Objectives and activities**

The purpose of the charity is to recruit train and place volunteers in the voluntary sector.

## **Achievements and performance**

The Board believe that they are achieving their objectives even though they are operating in this difficult time for funding.

# CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2025

## Financial review

The Board acknowledge that these are difficult times for all organisations and are thankful to all those funding agencies who have supported them. The organisation operates on a very tight budget which allows them to still provide the services required in this sector.

## Plans for future periods

The charity plans continuing the activities provided in the forthcoming years subject to satisfactory funding arrangements.

## Small company provisions

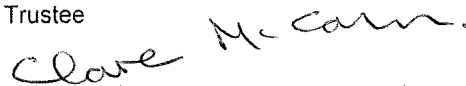
This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The trustees' annual report was approved on 9 September 2025 and signed on behalf of the board of trustees by:

Ms JANIS GEARY  
Trustee



Ms CLARE McCANN  
Trustee



# CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

## Statement of Financial Activities (including income and expenditure account)

Year ended 31 March 2025

|                                             |      | Unrestricted<br>funds | 2025<br>Restricted<br>funds | Total funds    | 2024<br>Total funds |
|---------------------------------------------|------|-----------------------|-----------------------------|----------------|---------------------|
|                                             | Note | £                     | £                           | £              | £                   |
| <b>Income and endowments</b>                |      |                       |                             |                |                     |
| Donations and legacies                      | 5    | 15,918                | 99,087                      | 115,005        | 148,025             |
| Investment income                           | 6    | 304                   | –                           | 304            | 257                 |
| Other income                                | 7    | 2,062                 | –                           | 2,062          | 3,767               |
| <b>Total income</b>                         |      | <u>18,284</u>         | <u>99,087</u>               | <u>117,371</u> | <u>152,049</u>      |
| <b>Expenditure</b>                          |      |                       |                             |                |                     |
| Expenditure on charitable activities        | 8,9  | 12,457                | 102,157                     | 114,615        | 121,023             |
| <b>Total expenditure</b>                    |      | <u>12,457</u>         | <u>102,157</u>              | <u>114,615</u> | <u>121,023</u>      |
| <b>Net income and net movement in funds</b> |      | <u>5,827</u>          | <u>(3,070)</u>              | <u>2,756</u>   | <u>31,026</u>       |
| <b>Reconciliation of funds</b>              |      |                       |                             |                |                     |
| Total funds brought forward                 |      | 80,595                | 23,398                      | 103,993        | 72,967              |
| <b>Total funds carried forward</b>          |      | <u>86,422</u>         | <u>20,328</u>               | <u>106,750</u> | <u>103,993</u>      |

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The notes on pages 5 to 11 form part of these financial statements.

# CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

Statement of Financial Position

31 March 2025

|                                                       | Note | 2025<br>£      | £              | 2024<br>£      |
|-------------------------------------------------------|------|----------------|----------------|----------------|
| <b>Current assets</b>                                 |      |                |                |                |
| Debtors                                               | 13   | 4,407          |                | 5,865          |
| Cash at bank and in hand                              |      | <u>102,342</u> |                | <u>101,665</u> |
|                                                       |      | <u>106,749</u> |                | <u>107,530</u> |
| <b>Creditors: amounts falling due within one year</b> | 14   | <u>—</u>       |                | <u>3,537</u>   |
| <b>Net current assets</b>                             |      |                | <u>106,749</u> | <u>103,993</u> |
| <b>Total assets less current liabilities</b>          |      |                | <u>106,749</u> | <u>103,993</u> |
| <b>Net assets</b>                                     |      |                | <u>106,749</u> | <u>103,993</u> |
| <b>Funds of the charity</b>                           |      |                |                |                |
| Restricted funds                                      |      |                | <u>20,328</u>  | <u>23,398</u>  |
| Unrestricted funds                                    |      |                | <u>86,422</u>  | <u>80,595</u>  |
| <b>Total charity funds</b>                            | 16   |                | <u>106,750</u> | <u>103,993</u> |

For the year ending 31 March 2025 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

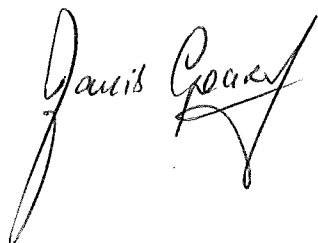
Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

These financial statements were approved by the board of trustees and authorised for issue on 9 September 2025, and are signed on behalf of the board by:

Ms JANIS GEARY  
Trustee



Ms CLARE McCANN  
Trustee



The notes on pages 5 to 11 form part of these financial statements.

# **CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE**

**Company Limited by Guarantee**

**Notes to the Financial Statements**

**Year ended 31 March 2025**

## **1. General information**

The charity is a public benefit entity and a private company limited by guarantee, registered in N IRELAND and a registered charity in Northern Ireland. The address of the registered office is OFFICE 2, LEGAHORY CENTRE, BROWNLOW, CRAIGAVON, BT65 5BE.

## **2. Statement of compliance**

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Companies Act 2006.

## **3. Accounting policies**

### **Basis of preparation**

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

### **Going concern**

There are no material uncertainties about the charity's ability to continue.

### **Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

# CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 March 2025

#### 3. Accounting policies *(continued)*

##### Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

##### Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

##### Tangible assets

All fixed assets are initially recorded at cost.

# CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2025

#### 3. Accounting policies *(continued)*

##### Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Fixtures & Fittings - 25% straight line

##### Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the charity are assigned to those units.

##### Financial instruments

A financial asset or a financial liability is recognised only when the charity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

Where investments in shares are publicly traded or their fair value can otherwise be measured reliably, the investment is subsequently measured at fair value with changes in fair value recognised in income and expenditure. All other such investments are subsequently measured at cost less impairment.

Other financial instruments, including derivatives, are initially recognised at fair value, unless payment for an asset is deferred beyond normal business terms or financed at a rate of interest that is not a market rate, in which case the asset is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Other financial instruments are subsequently measured at fair value, with any changes recognised in the statement of financial activities, with the exception of hedging instruments in a designated hedging relationship.

# CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2025

### 3. Accounting policies *(continued)*

#### Financial instruments *(continued)*

Financial assets that are measured at cost or amortised cost are reviewed for objective evidence of impairment at the end of each reporting date. If there is objective evidence of impairment, an impairment loss is recognised under the appropriate heading in the statement of financial activities in which the initial gain was recognised.

For all equity instruments regardless of significance, and other financial assets that are individually significant, these are assessed individually for impairment. Other financial assets are either assessed individually or grouped on the basis of similar credit risk characteristics.

Any reversals of impairment are recognised immediately, to the extent that the reversal does not result in a carrying amount of the financial asset that exceeds what the carrying amount would have been had the impairment not previously been recognised.

#### Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

### 4. Limited by guarantee

The Liability of Members is limited to an amount not exceeding one pound sterling.

### 5. Donations and legacies

|                                 | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>2025<br>£ |
|---------------------------------|----------------------------|--------------------------|--------------------------|
| <b>Grants</b>                   |                            |                          |                          |
| DFC/DSD                         | –                          | 41,013                   | <b>41,013</b>            |
| ABC/PCSP                        | –                          | 9,907                    | <b>9,907</b>             |
| SHSCT                           | 15,918                     | –                        | <b>15,918</b>            |
| National Lottery Community Fund | –                          | 48,167                   | <b>48,167</b>            |
|                                 | <u>15,918</u>              | <u>99,087</u>            | <u><b>115,005</b></u>    |

# CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2025

**5. Donations and legacies *(continued)***

|                                 | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>2024<br>£ |
|---------------------------------|----------------------------|--------------------------|--------------------------|
| <b>Grants</b>                   |                            |                          |                          |
| DFC/DSD                         | –                          | 43,063                   | 43,063                   |
| ABC/PCSP                        | 6,667                      | 11,710                   | 18,377                   |
| SHSCT                           | 23,092                     | –                        | 23,092                   |
| National Lottery Community Fund | –                          | 63,493                   | 63,493                   |
|                                 | <u>29,759</u>              | <u>118,266</u>           | <u>148,025</u>           |

**6. Investment income**

|                        | Unrestricted<br>Funds<br>£ | Total Funds<br>2025<br>£ | Unrestricted<br>Funds<br>£ | Total Funds<br>2024<br>£ |
|------------------------|----------------------------|--------------------------|----------------------------|--------------------------|
| Bank interest received | <u>304</u>                 | <u>304</u>               | <u>257</u>                 | <u>257</u>               |

**7. Other income**

|                      | Unrestricted<br>Funds<br>£ | Total Funds<br>2025<br>£ | Unrestricted<br>Funds<br>£ | Total Funds<br>2024<br>£ |
|----------------------|----------------------------|--------------------------|----------------------------|--------------------------|
| Miscellaneous Income | <u>2,062</u>               | <u>2,062</u>             | <u>3,767</u>               | <u>3,767</u>             |

**8. Expenditure on charitable activities by fund type**

|                 | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>2025<br>£ |
|-----------------|----------------------------|--------------------------|--------------------------|
| Activity type 1 | <u>12,457</u>              | <u>102,157</u>           | <u>114,615</u>           |

|                 | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>2024<br>£ |
|-----------------|----------------------------|--------------------------|--------------------------|
| Activity type 1 | <u>14,617</u>              | <u>106,406</u>           | <u>121,023</u>           |

**9. Expenditure on charitable activities by activity type**

|                 | Activities<br>undertaken<br>directly<br>£ | Total funds<br>2025<br>£ | Total fund<br>2024<br>£ |
|-----------------|-------------------------------------------|--------------------------|-------------------------|
| Activity type 1 | <u>114,615</u>                            | <u>114,615</u>           | <u>121,023</u>          |

# CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2025

## 10. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

|                                         | 2025          | 2024          |
|-----------------------------------------|---------------|---------------|
|                                         | £             | £             |
| Wages and salaries                      | 76,205        | 78,358        |
| Employer contributions to pension plans | <u>6,825</u>  | <u>6,756</u>  |
|                                         | <u>83,030</u> | <u>85,114</u> |

The average head count of employees during the year was Nil (2024: Nil). The average number of full-time equivalent employees during the year is analysed as follows:

|                 | 2025     | 2024     |
|-----------------|----------|----------|
|                 | No.      | No.      |
| Number of staff | <u>3</u> | <u>3</u> |

No employee received employee benefits of more than £60,000 during the year (2024: Nil).

## 11. Trustee remuneration and expenses

No Remuneration or Other benefits from employment with the charity were received by the trustees.

## 12. Tangible fixed assets

|                                   | Fixtures and fittings | Total         |
|-----------------------------------|-----------------------|---------------|
|                                   | £                     | £             |
| Cost                              |                       |               |
| At 1 April 2024 and 31 March 2025 | <u>56,772</u>         | <u>56,772</u> |
| Depreciation                      |                       |               |
| At 1 April 2024 and 31 March 2025 | <u>56,772</u>         | <u>56,772</u> |
| Carrying amount                   |                       |               |
| At 31 March 2025                  | <u>—</u>              | <u>—</u>      |
| At 31 March 2024                  | <u>—</u>              | <u>—</u>      |

## 13. Debtors

|               | 2025         | 2024         |
|---------------|--------------|--------------|
|               | £            | £            |
| Other debtors | <u>4,407</u> | <u>5,865</u> |

## 14. Creditors: amounts falling due within one year

|                              | 2025     | 2024         |
|------------------------------|----------|--------------|
|                              | £        | £            |
| Accruals and deferred income | <u>—</u> | <u>3,537</u> |

# CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

## Detailed Statement of Financial Activities

Year ended 31 March 2025

|                                             | 2025<br>£      | 2024<br>£      |
|---------------------------------------------|----------------|----------------|
| <b>Income and endowments</b>                |                |                |
| <b>Donations and legacies</b>               |                |                |
| DFC/DSD                                     | 41,013         | 43,063         |
| ABC/PCSP                                    | 9,907          | 18,377         |
| SHSCT                                       | 15,918         | 23,092         |
| National Lottery Community Fund             | 48,167         | 63,493         |
|                                             | <u>115,005</u> | <u>148,025</u> |
| <b>Investment income</b>                    |                |                |
| Bank interest received                      | 304            | 257            |
| <b>Other income</b>                         |                |                |
| Miscellaneous Income                        | 2,062          | 3,767          |
|                                             | <u>117,371</u> | <u>152,049</u> |
| <b>Expenditure</b>                          |                |                |
| <b>Expenditure on charitable activities</b> |                |                |
| Wages and salaries                          | 76,205         | 78,358         |
| Pension costs                               | 6,825          | 6,756          |
| Rent                                        | 11,255         | 10,573         |
| Rates and water                             | 264            | 264            |
| Light and heat                              | 4,022          | 3,127          |
| Repairs and maintenance                     | 321            | 352            |
| Insurance                                   | 1,325          | 1,220          |
| Other establishment                         | 2,320          | 7,383          |
| Other motor/travel costs                    | —              | 176            |
| Legal and professional fees                 | 2,520          | 1,544          |
| Telephone                                   | 3,826          | 2,716          |
| Other office costs                          | 329            | 93             |
| Volunteer Meals and Travel                  | 5,403          | 3,953          |
| Small Grants                                | —              | 1,578          |
| Additional Funding                          | —              | 2,930          |
|                                             | <u>114,615</u> | <u>121,023</u> |
| <b>Total expenditure</b>                    | <u>114,615</u> | <u>121,023</u> |
| <b>Net income</b>                           | <u>2,756</u>   | <u>31,026</u>  |

# CRAIGAVON & BANBRIDGE VOLUNTEER CENTRE

Company Limited by Guarantee

## Notes to the Detailed Statement of Financial Activities

Year ended 31 March 2025

|                                             | 2025           | 2024           |
|---------------------------------------------|----------------|----------------|
|                                             | £              | £              |
| <b>Expenditure on charitable activities</b> |                |                |
| <b>Activity type 1</b>                      |                |                |
| <i>Activities undertaken directly</i>       |                |                |
| Wages/salaries                              | 76,205         | 78,358         |
| Pension costs                               | 6,825          | 6,756          |
| Rent                                        | 11,255         | 10,573         |
| Rates & water                               | 264            | 264            |
| Light & heat                                | 4,022          | 3,127          |
| Repairs & maintenance                       | 321            | 352            |
| Insurance                                   | 1,325          | 1,220          |
| Other Office Costs                          | 2,320          | 7,383          |
| Travel and Subsistence                      | —              | 176            |
| Accountancy fees                            | 2,520          | 1,544          |
| Telephone                                   | 3,826          | 2,716          |
| Printing, Stationery and Postage            | 329            | 93             |
| Volunteer Meals and Travel                  | 5,403          | 3,953          |
| Small Grants                                | —              | 1,578          |
| Additional Funding                          | —              | 2,930          |
|                                             | <u>114,615</u> | <u>121,023</u> |
| <b>Expenditure on charitable activities</b> | <u>114,615</u> | <u>121,023</u> |