

Report of the Trustees and
Financial Statements For The Year Ended 31 March 2011
for
Welwyn Hatfield Community & Voluntary
Service

George Arthur Limited
Chartered Accountants
York House
4 Wigmores South
Welwyn Garden City
Hertfordshire
AL8 6PL

**Welwyn Hatfield Community & Voluntary
Service**

**Contents of the Financial Statements
for the Year Ended 31 March 2011**

	Page
Report of the Trustees	1 to 5
Independent Examiner's Report	6
Statement of Financial Activities	7
Balance Sheet	8
Notes to the Financial Statements	9 to 14
Detailed Statement of Financial Activities	15

**Welwyn Hatfield Community & Voluntary
Service**

**Report of the Trustees
for the Year Ended 31 March 2011**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2011. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

267272

Registered office

40 Town Centre
Hatfield
Hertfordshire
AL10 0JJ

Trustees

R T N Bali		
R Basden		- appointed 18.5.10
O F Mojola		
J Perren		
R Webb ACIB		
R Wheeler BA	Chair	
Ms M White		
S R Taylor BA hons. FCA		- appointed 25.1.11
D Nott	Co-opted	- appointed 21.7.10

In accordance with the constitution, Mr R Webb & Mr R Wheeler will retire at the forthcoming Annual General Meeting and being eligible, will stand for re-election.

Chief Executive Officer

C Dillon

Independent Examiner

George Arthur Limited
Chartered Accountants
York House
4 Wigmores South
Welwyn Garden City
Hertfordshire
AL8 6PL

Solicitors

Crane & Staples
Longcroft House
Fretherne Road
Welwyn Garden City
Herts
AL10 0JW

Bankers

Unity Trust Bank Plc
Nine Brindley Place
Birmingham
B1 2HB

EVENTS SINCE THE END OF THE YEAR

Information relating to events since the end of the year is given in the notes to the financial statements.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Welwyn Hatfield Community & Voluntary Service is established under a constitution dated 26 March 1974, becoming a registered charity on 25 April 1974.

**Welwyn Hatfield Community & Voluntary
Service**

**Report of the Trustees
for the Year Ended 31 March 2011**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Recruitment and appointment of new trustees

The Trustees are elected at the Annual General Meeting after being nominated by member organisations. Under the requirements of the Constitution of the Charity, the Trustees are members of the Management Committee are elected to serve for a period of six years, and after which they may be re-elected after standing down for one year. The Management Committee seeks to ensure that the needs of members are appropriately reflected through the diversity of the trustee body. To enhance the potential pool of Trustees, the charity has advertised within the Volunteer Bureau and through networking. In an effort to maintain a broad skill mix, members of the Management Committee are requested to provide a profile of their experience (currently in progress).

Induction and training of new trustees

New trustees are offered inductions with the Chief Executive Officer. The Chief Executive Officer seeks to identify appropriate training for new trustees. Most trustees are already familiar with the work of the charity having been associated with affiliated member organisations. Additionally, new trustees are invited to spend time with other members of the Management Committee in learning the nature of the charity.

New trustees are given the following documentation:

Management structure

Constitution

Minutes of the last meeting

Services covered by the charity; and

Resourcing and the current financial position as set out in the latest published accounts.

Organisational structure

WHCVS can have up to eight Trustees who form a Management Committee, which meets quarterly. It is responsible for the strategic direction and policy of the charity. At present the Committee has eight members from a variety of professional backgrounds relevant to the work of the charity. One Borough Councillor is appointed ex-officio to serve on the committee each year.

The day to day responsibility for the provision of the services rests with the Executive Officer. The Executive Officer is responsible for ensuring that the charity delivers the services specified.

Related parties

In so far as it is complementary to the charity's objects, the charity has five core services as set down by the national body, National Association for Voluntary and Community Action (NAVCA)

Risk management

The Trustees are satisfied that, where appropriate, systems or procedures have been established to mitigate the risks the charity faces. Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety of staff, volunteers, clients and visitors to the office.

**Welwyn Hatfield Community & Voluntary
Service**

**Report of the Trustees
for the Year Ended 31 March 2011**

OBJECTIVES AND ACTIVITIES

Objectives and aims

The charity's objects and principal activities are:

1. To promote any charitable purposes for the benefit of the community in the local government district of Welwyn Hatfield and, in particular, the advancement of education, the protection of health and the relief of poverty, distress, sickness and unemployment; and
2. To promote and organise co-operation in the achievement of the above purposes and to that end to bring together in council representatives of the voluntary organisations and statutory authorities within the area of benefit;

provided that in carrying out these charitable purposes, the CVS will seek to challenge all forms of oppression and inequality and to give priority to working with people whose full participation in society is limited by economic, political and social disadvantages.

The main objectives and activities for the year continued to focus upon the promotion of the voluntary and community sector. The strategies employed to assist the charity to meet these objectives include the following:

- " Providing a range of services which are reflective of relevant quality standards and address the potential problems related to the voluntary and community sector;
- " Focusing upon strategies, policies and training to benefit groups; and working in partnership with other agencies to secure the widest range of services is available that best matches the needs of the Borough.

How our activities deliver public benefit

We have referred to the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. In particular, we have considered how planned activities will contribute to the aims and objectives that we have set.

The Trustees are satisfied that WHCVS meets the Charity Commission's guidelines with regard to delivering public benefit.

We have put our finances on a more manageable basis by divesting loss making activities such as the Furniture Project and surrendering the lease on Tewin Court.

**Welwyn Hatfield Community & Voluntary
Service**

**Report of the Trustees
for the Year Ended 31 March 2011**

ACHIEVEMENT AND PERFORMANCE

Achievements and Performance

The main areas of charitable activity are the provision of development, representation, support and information and the operation of two projects: Community Car Scheme and the Volunteer Bureau.

Our Volunteer Bureau received 768 enquiries and 265 were recorded as having been placed within a number of local organisations. The Community Car Scheme covered 1,732 journeys which resulted 33,614 miles.

Our third Speed Matching event was held with eleven organisations and over thirty volunteers attended the event.

Celebrating Volunteer Week, events were held in both Hatfield and Welwyn Garden City.

Three Community Networking Lunches were held and were well attended - specialist speakers gave presentations on the Borough Panel, amendment to the Equality & Diversity legislations and OWL (Online Watch Link), topics relevant to our members.

A grant was received from Skills Funding Agency for supporting people to access mainstream employment and skills provision. The project helped 39 unemployed people take up voluntary positions and 7 went into employment and further education.

Staff and Volunteers continue to develop their skills by completing NVQ apprenticeships in Business Administration and Management.

WHCVS provides a variety of office services for use by community groups including photocopying, typing and desktop publishing, internet access and the use of computers and the fax machine, CRB checks and referrals and distributed funding advice and information to our members.

Self Help Groups

WHCVS provides various kinds of advice and support to Self Help groups. The charity assists them in getting started, or in dealing with initial planning or organising. WHCVS also provides training, liaison and representation for local groups.

Voluntary Sector Development

Development work includes best practice, assisting organisations with matters of governance, fundraising, project development, managing volunteers, links to local businesses, national networking and identifying training and development needs. WHCVS continues to work closely with embryonic projects to help them become established.

Voluntary Sector Support

Support work includes CVS Newsletter, funding sources, advice database of CVS members, displaying of promotional material and reference library, matching volunteers to opportunities in other local and countywide organisations, equipment loan and hire, rooms for meetings and community lunches with speakers.

Voluntary Sector Representation

This includes being on a number of management committees at a strategic level including the Herts CVS and Volunteering Herts.

Voluntary Sector Liaison

WHCVS plays an active role in liaising with a number of different groups and working in partnership to avoid duplications.

Community Transport Scheme

The community car scheme project is based at the central office and provides transport for people who are unable to use public transport. Our customers are mainly older people, or people with illness or disability that prevents them from using public transport easily. Our drivers are local volunteers who give part of their time to community work in the area. All drivers and escorts are CRB and references taken up. A total of 1,732 trips were carried out in the year. The service is usually health related but can sometimes cover social events.

Volunteer Bureau

The volunteer bureau project is based at the central office. The bureau recruits volunteers to match their skills and experience to opportunities on their database and places them within organisations in the Welwyn Hatfield area. With the current economic changes we have seen an increase in people wanting to volunteer. Good contacts have been made with our local Job Centre to direct unemployed people to us.

In the year under review we received 768 enquiries for voluntary work and placed 266 volunteers in our locality. In total 15,960 volunteer hours were donated to local charities.

We were successful in a funding bid to the Skills Funding Agency and were awarded £12,000. The project we called 'Train for your Future' recruited participants from hard-to-reach groups, support them and provide them with work placement opportunities.

**Welwyn Hatfield Community & Voluntary
Service**

**Report of the Trustees
for the Year Ended 31 March 2011**

ACHIEVEMENT AND PERFORMANCE

Achievements and Performance

Outreach, Funding Advice and Help

A total of £78,142 (excluding a BT secondment) has been brought into the Borough from direct help and/or advice given by WHCVS in addition to the unquantified value of any voluntary work, advice and support. Grassroots grants of £29,142 have been awarded to small groups with income of under £30,000. This pot of money is administered through Hertfordshire Community Foundation and supported by CVS' through the county.

Partnership & Training

The Herts CVS and Volunteer Herts continue to work on common issues that affect us countywide. All Centres have achieved the Volunteers England accreditation and branding.

In partnership with Hertfordshire Training & Development Consortium (HTDC) we have delivered several training courses to our members including Data Protection, Health and Safety Level 2, Financial Capability Training, Good Practice in Volunteering Management and Moving and Handling.

FINANCIAL REVIEW

Reserves policy

The Trustees have examined the charity's requirements for reserves in the light of the main risks to the organisation and have established a policy whereby they wish to work towards the balance of unrestricted funds being equivalent to at least three months core funding. Currently, £20,000 has been set aside.

Principal funding sources

Apart from the income generated by the secretarial and office services offered, the principal funding source for the charity is a grant from Welwyn Hatfield Council. However, as a result of increasing constraints on local authority expenditure, the charity has been successful in achieving income from Outreach work provided by the Chief Executive Officer and small donations from various members of the community. We are grateful to Hertfordshire County Council, Welwyn Hatfield Council and the PCT for funding the Community Car project. Our efforts to manage our finances (and provide better financial reports) have been greatly assisted by offers of help from our Trustees.

The staff deserves credit and praise for their skilful and enthusiastic efforts to provide a successful service within very tight financial constraints. They coped well with the pressures of having to move to a different location and the aim now is to find more congenial, permanent premises.

ON BEHALF OF THE BOARD:

R Wheeler BA
Trustee

21 September 2011

**Independent Examiner's Report to the Trustees of
Welwyn Hatfield Community & Voluntary
Service**

I report on the accounts for the year ended 31 March 2011 set out on pages seven to fourteen. These financial statements have been prepared under the historical cost convention and the accounting policies set out therein.

This report is made solely to the charity's trustees, as a body, in accordance with section 43 Charities Act 1993 (as amended). Our work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in this report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's members as a body, for our work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and independent examiner

As the charity's trustees you are responsible for the preparation of the accounts, you consider that the audit requirement of section 43(2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43(7)(b) of the Act, whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with the General Directions given by the Charities Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (i) which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 41 of the Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Acthave not been met; or
- (ii) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

J A Rook
FCA
George Arthur Limited
Chartered Accountants
York House
4 Wigmores South
Welwyn Garden City
Hertfordshire
AL8 6PL

21 September 2011

**Welwyn Hatfield Community & Voluntary
Service**

**Statement of Financial Activities
for the Year Ended 31 March 2011**

	Notes	Unrestricted funds £	Restricted funds £	2011 Total funds £	2010 Total funds £
INCOMING RESOURCES					
Incoming resources from generated funds					
Voluntary income	2	38,094	7,541	45,635	30,723
Investment income	3	286	-	286	145
Incoming resources from charitable activities					
Community support & development	4	13,590	128	13,718	17,519
Community transport		-	27,187	27,187	20,298
Volunteer bureau		-	-	-	1,485
Skills Funding Agency		-	6,744	6,744	4,800
Total incoming resources		51,970	41,600	93,570	74,970
RESOURCES EXPENDED					
Charitable activities					
Community support & development	5	26,869	22,189	49,058	29,830
Community transport		-	20,138	20,138	20,869
Volunteer bureau		-	232	232	5,209
Skills Funding Agency		-	1,760	1,760	9
Governance costs	7	4,129	1,760	5,889	5,048
Total resources expended		30,998	46,079	77,077	60,965
NET INCOMING/(OUTGOING) RESOURCES		20,972	(4,479)	16,493	14,005
RECONCILIATION OF FUNDS					
Total funds brought forward		23,994	25,706	49,700	35,695
TOTAL FUNDS CARRIED FORWARD		<u>44,966</u>	<u>21,227</u>	<u>66,193</u>	<u>49,700</u>

The notes form part of these financial statements

**Welwyn Hatfield Community & Voluntary
Service**

**Balance Sheet
At 31 March 2011**

	Notes	Unrestricted funds £	Restricted funds £	2011 Total funds £	2010 Total funds £
FIXED ASSETS					
Tangible assets	11	1,140	-	1,140	443
CURRENT ASSETS					
Debtors: amounts falling due within one year	12	-	-	-	7,455
Cash at bank and in hand		<u>47,264</u>	<u>22,602</u>	<u>69,866</u>	<u>74,460</u>
		47,264	22,602	69,866	81,915
CREDITORS					
Amounts falling due within one year	13	(3,438)	(1,375)	(4,813)	(2,658)
NET CURRENT ASSETS		<u>43,826</u>	<u>21,227</u>	<u>65,053</u>	<u>79,257</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		44,966	21,227	66,193	79,700
PROVISIONS FOR LIABILITIES	14	-	-	-	(30,000)
NET ASSETS		<u>44,966</u>	<u>21,227</u>	<u>66,193</u>	<u>49,700</u>
FUNDS	15				
Unrestricted funds				44,966	23,994
Restricted funds				<u>21,227</u>	<u>25,706</u>
TOTAL FUNDS				<u>66,193</u>	<u>49,700</u>

The members have not required the charity to obtain an audit of its financial statements for the year ended 31 March 2011.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charity keeps accounting records that comply with Charities Act 1993 (as amended) and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charity as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Charities Act 1993 (as amended).

These financial statements have been prepared in accordance with the Charities Act 1993 (as amended) and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the Board of Trustees on 27 September 2011 and were signed on its behalf by:

S R Taylor BA (hons.) FCA
Trustee

**Welwyn Hatfield Community & Voluntary
Service**

**Notes to the Financial Statements
for the Year Ended 31 March 2011**

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008) and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Voluntary income is received by way of grants that provide core funding or are of a general nature, donations and affiliation fees and is included in full in the Statement of Financial Activities. Grant funding, where entitlement is not conditional on the delivery of a specific performance by the charity, is recognised when the charity becomes unconditionally entitled to the grant.

Incoming resources from charitable activities includes income received from grants where entitlement to funding is subject to specific performance conditions, and is recognised as the charity earns the right to consideration by its performance.

Income from the sale of furniture and offices services and support is recognised as earned.

Resources expended

Expenditure is recognised on an accruals basis when a liability is incurred, as soon as there is a legal or constructive obligation committing the charity to the expenditure. Expenditure includes any VAT, which cannot be recovered, and is reported as part of the expenditure to which it relates.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs primarily associated with meeting the constitutional and statutory requirements of the charity and include the remuneration of the independent examiner, legal fees and costs linked to the charity's compliance with regulation and good practice.

All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on the basis of estimates of the proportion of time spent by staff on those activities.

Tangible fixed assets

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

Motor vehicles	- 25% on cost
Computer equipment	- 33% on cost

Taxation

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

Fund accounting

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

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

Designated funds are unrestricted funds earmarked by the trustees for particular 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 operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

**Welwyn Hatfield Community & Voluntary
Service**

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2011**

2. VOLUNTARY INCOME

	2011	2010
	£	£
Grant Welwyn Hatfield Council	29,672	27,290
Donations and sundry income	15,593	2,543
Affiliation fees	<u>370</u>	<u>890</u>
	<u>45,635</u>	<u>30,723</u>

3. INVESTMENT INCOME

	2011	2010
	£	£
Deposit account interest	173	145
Interest received on overpaid PAYE	<u>113</u>	<u>-</u>
	<u>286</u>	<u>145</u>

4. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	Activity	2011	2010
		£	£
Outreach	Community support & development	6,423	11,654
Grants	Community support & development	1,712	3,000
Community Support and Development	Community support & development	2,159	2,865
Dilapidation provision excess written back	Community support & development	3,424	-
Outreach	Community transport	6,889	-
Grants	Community transport	20,298	20,298
Outreach	Volunteer bureau	-	1,485
Grants	Skills Funding Agency	<u>6,744</u>	<u>4,800</u>
		<u>47,649</u>	<u>44,102</u>

Included in Outreach income is £2,000 in respect of computer training, which relates to a previous year but which had been carried forward pending identification of the sum received.

Grants received, included in the above, are as follows:

	2011	2010
	£	£
East & North Hertfordshire PCT	8,174	8,174
Hertfordshire County Council	8,174	8,174
Welwyn Hatfield Borough Council	5,662	6,950
Tribal Education (Skills Funding Agency)	<u>6,744</u>	<u>4,800</u>
	<u>28,754</u>	<u>28,098</u>

5. CHARITABLE ACTIVITIES COSTS

	Direct costs	Support costs (See note 6)	Totals
	£	£	£
Community support & development	27,900	21,158	49,058
Community transport	15,156	4,982	20,138
Volunteer bureau	139	93	232
Skills Funding Agency	<u>-</u>	<u>1,760</u>	<u>1,760</u>
	<u>43,195</u>	<u>27,993</u>	<u>71,188</u>

**Welwyn Hatfield Community & Voluntary
Service**

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2011**

6. SUPPORT COSTS

	Management	Finance	Totals
	£	£	£
Community support & development	21,111	47	21,158
Community transport	4,978	4	4,982
Volunteer bureau	93	-	93
Skills Funding Agency	<u>1,760</u>	-	<u>1,760</u>
	<u>27,942</u>	<u>51</u>	<u>27,993</u>

Basis for support costs allocation: Staff time.

Cost allocation includes an element of judgement and the charity has had to consider the cost benefit of detailed calculations and record keeping. Therefore the support costs shown above are a best estimate of the costs that have been so allocated.

7. GOVERNANCE COSTS

	2011	2010
	£	£
Staff costs	3,391	3,319
Accountancy	<u>2,498</u>	<u>1,729</u>
	<u>5,889</u>	<u>5,048</u>

8. NET INCOMING/(OUTGOING) RESOURCES

Net resources are stated after charging/(crediting):

	2011	2010
	£	£
Depreciation - owned assets	<u>1,001</u>	<u>509</u>

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2011 nor for the year ended 31 March 2010.

Trustees' Expenses

Trustees expenses reimbursed amount to less than £200 for the year.

10. STAFF COSTS

	2011	2010
	£	£
Wages and salaries	34,479	36,997
Social security costs	2,159	2,816
Other pension costs	<u>1,128</u>	<u>133</u>
	<u>37,766</u>	<u>39,946</u>

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

	2011	2010
Community support & development	1	2
Community transport	<u>1</u>	<u>1</u>
	<u>2</u>	<u>3</u>

**Welwyn Hatfield Community & Voluntary
Service**

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2011**

11. TANGIBLE FIXED ASSETS

	Motor vehicles £	Computer equipment £	Totals £
COST			
At 1 April 2010	21,915	28,408	50,323
Additions	<u>-</u>	<u>1,698</u>	<u>1,698</u>
At 31 March 2011	<u>21,915</u>	<u>30,106</u>	<u>52,021</u>
DEPRECIATION			
At 1 April 2010	21,915	27,965	49,880
Charge for year	<u>-</u>	<u>1,001</u>	<u>1,001</u>
At 31 March 2011	<u>21,915</u>	<u>28,966</u>	<u>50,881</u>
NET BOOK VALUE			
At 31 March 2011	<u>-</u>	<u>1,140</u>	<u>1,140</u>
At 31 March 2010	<u>-</u>	<u>443</u>	<u>443</u>

12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2011 £	2010 £
Social security & other taxes	-	1,851
Prepayments and accrued income	<u>-</u>	<u>5,604</u>
	<u>-</u>	<u>7,455</u>

13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2011 £	2010 £
Trade creditors	605	225
Social security and other taxes	745	621
Other creditors	1,258	-
Accrued expenses	<u>2,205</u>	<u>1,812</u>
	<u>4,813</u>	<u>2,658</u>

14. PROVISIONS FOR LIABILITIES

	2011 £	2010 £
Provisions	<u>-</u>	<u>30,000</u>

**Welwyn Hatfield Community & Voluntary
Service**

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2011**

15. MOVEMENT IN FUNDS

	At 1.4.10 £	Net movement in funds £	At 31.3.11 £
Unrestricted funds			
Community support & development	23,994	20,972	44,966
Restricted funds			
Strategy Fund	5,832	(5,832)	-
Community Transport Fund	7,069	1,224	8,293
Volunteer Bureau	1,265	5,420	6,685
Multi Ethnic Friendship Group - Welwyn Garden City	1,023	-	1,023
Garden project	5,025	-	5,025
Youth Action	701	(500)	201
Skills Funding Agency	<u>4,791</u>	<u>(4,791)</u>	<u>-</u>
	25,706	(4,479)	21,227
	<u>49,700</u>	<u>16,493</u>	<u>66,193</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
Community support & development	51,970	(30,998)	20,972
Restricted funds			
Strategy Fund	3,900	(9,732)	(5,832)
Community Transport Fund	22,454	(21,230)	1,224
Volunteer Bureau	8,374	(2,954)	5,420
Skills Funding Agency	6,872	(11,663)	(4,791)
Youth Action	<u>-</u>	<u>(500)</u>	<u>(500)</u>
	41,600	(46,079)	(4,479)
	<u>93,570</u>	<u>(77,077)</u>	<u>16,493</u>

**Welwyn Hatfield Community & Voluntary
Service**

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2011**

15. MOVEMENT IN FUNDS - continued

Community Transport Fund

This fund represents funding to provide transport for people who cannot use public transport. Customers are mainly older people, or people with illness or disability. The drivers are local volunteers.

Volunteer Bureau

This represents funding for a Co-ordinator to link prospective volunteers to local community and voluntary organisations.

Strategy Fund

In 2008 the charity submitted a tender to Welwyn Hatfield Alliance which was accepted, to deliver a Voluntary and Community Strategy for Welwyn Hatfield. WHCVS has worked closely with a steering group of around 15 key voluntary and community organisations drawn from its membership to deliver the strategy. This project is now complete.

Multi Ethnic Friendship Group - Hatfield & Welwyn Garden City

These funds represent funding received to support learning and support for parents whose first language is not English in Hatfield and Welwyn Garden City respectively.

Garden Project

This represents funding received to provide a gardening service to vulnerable elderly or disabled residents of Welwyn Hatfield who are unable to undertake the work themselves.

Youth Action

Youth Action represents funding for the provision of small grants to groups supporting youth activities.

Skills Funding Agency

This was for supporting people to enable them to access mainstream employment and skills provision. This project has also been completed successfully.

16. POST BALANCE SHEET EVENTS

The Charity has recently incorporated as a company limited by guarantee and its activities will be transferred to the new company from 1st April 2011.

**Welwyn Hatfield Community & Voluntary
Service**

**Detailed Statement of Financial Activities
for the Year Ended 31 March 2011**

	2011 £	2010 £
INCOMING RESOURCES		
Voluntary income		
Grant Welwyn Hatfield Council	29,672	27,290
Donations and sundry income	15,593	2,543
Affiliation fees	<u>370</u>	<u>890</u>
	45,635	30,723
Investment income		
Deposit account interest	173	145
Interest received on overpaid PAYE	<u>113</u>	<u>-</u>
	286	145
Incoming resources from charitable activities		
Outreach	13,312	13,139
Grants	28,754	28,098
Community Support and Development	2,159	2,865
Dilapidation provision excess written back	<u>3,424</u>	<u>-</u>
	<u>47,649</u>	<u>44,102</u>
Total incoming resources	93,570	74,970
RESOURCES EXPENDED		
Charitable activities		
Wages	31,088	33,678
Social security	2,159	2,816
Pensions	1,128	133
Premises costs	4,458	4,917
Direct costs of activities	3,361	2,760
Fixtures and fittings depreciation	<u>1,001</u>	<u>509</u>
	43,195	44,813
Governance costs		
Wages	3,391	3,319
Accountancy	<u>2,498</u>	<u>1,729</u>
	5,889	5,048
Support costs		
Management		
Communications	1,761	1,198
Office & general management	15,820	8,681
Legal & financial	<u>10,361</u>	<u>1,225</u>
	27,942	11,104
Finance		
Bank charges	<u>51</u>	<u>-</u>
Total resources expended	77,077	60,965
Net income	<u><u>16,493</u></u>	<u><u>14,005</u></u>

This page does not form part of the statutory financial statements