

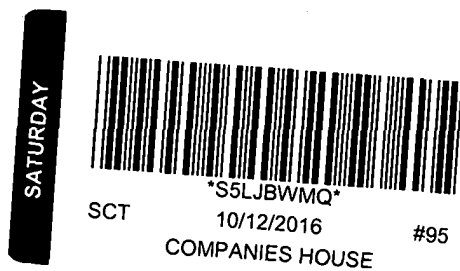
Registered number: SC166042
Charity number: SC005462

**THE VOLUNTEER CENTRE – THE CENTRE FOR VOLUNTEERING COMMUNITY
ACTION AND EMPLOYMENT INITIATIVES**

T/A VOLUNTEER GLASGOW
(A company limited by guarantee)

DIRECTORS' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2016



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**THE VOLUNTEER CENTRE – THE CENTRE FOR VOLUNTEERING COMMUNITY
ACTION AND EMPLOYMENT INITIATIVES**

 **VOLUNTEER GLASGOW**
(A company limited by guarantee)

CONTENTS

	Page
Administrative details of the charity, its trustees and advisers	1 - 2
Directors' report	3 - 7
Independent auditor's report	8 - 9
Statement of financial activities	10
Balance sheet	11
Notes to the financial statements	12 - 22

**THE VOLUNTEER CENTRE – THE CENTRE FOR VOLUNTEERING COMMUNITY
ACTION AND EMPLOYMENT INITIATIVES**

 **VOLUNTEER GLASGOW**
(A company limited by guarantee)

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 MARCH 2016**

Directors

A C Macdonald
R J Carr (resigned 24 February 2016)
S J S Brimelow (resigned 24 February 2016)
R Bogle, Chair
S Kinn
R Mooney
A Kirkwood
N Stewart (resigned 24 February 2016)

Company registered number

SC166042

Charity registered number

SCO05462

Registered office

Abbey House (1st Floor)
10 Bothwell Street
Glasgow
G2 6LU

Company secretary

B Monaghan

Chief executive officer

B Monaghan

Independent auditor

French Duncan LLP
Chartered Accountants
Statutory Auditor
133 Finnieston Street
Glasgow
G3 8HB

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T/A **VOLUNTEER GLASGOW**
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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 MARCH 2016**

Advisers (continued)

Bankers

Bank of Scotland
235 Sauchiehall Street
Glasgow
G2 3EY

Solicitors

HBJ Gateley Waring
146 West Regent Street
Glasgow
G2 2RZ

 **VOLUNTEER GLASGOW**
(A company limited by guarantee)

**DIRECTORS' REPORT
FOR THE YEAR ENDED 31 MARCH 2016**

The directors present their annual report together with the audited financial statements for the period 1 April 2015 to 31 March 2016.

Since the charity qualifies as small under section 383 of the Companies Act 2006 (Strategic Report and Director's Report) Regulations 2013, the strategic report required of medium and large companies is not required.

Objectives and Activities

● **POLICIES AND OBJECTIVES**

The charity's objects are to improve the quality of life for the people of Glasgow by offering opportunities to use and enhance their skills in volunteering, training and personal development. There has been no change in these during the year.

The organisation is governed by a Board of Directors who work with the staff and volunteers of the organisation to achieve the following objectives.

- to provide individuals interested in volunteering with the information, training and support they need to enable them to play an active role in volunteering.
- to work with other organisations to develop new opportunities for volunteering.
- to provide training, and learning opportunities to enable people to develop their skills and talents.
- to work in neighbourhoods to develop informal care and support services with vulnerable families and individuals.
- to support individuals, groups and organisations wishing to make a positive contribution to community action and social inclusion.
- to work in partnership with Glasgow City Council, carers partnerships, and other organisations to deliver carer support services.

**DIRECTORS' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2016**

Achievements and performance

● **REVIEW OF ACTIVITIES**

Volunteer Glasgow is a registered charity and is an admitted body within Strathclyde Pension Fund (SPF). Volunteer Glasgow has always met its obligations as a member of SPF and is committed to continuing to do so within the bounds of affordability and while continuing to meet its charitable objectives.

Volunteer Glasgow fully understands SPF's responsibility to all its participants and that it is attempting to manage risk on behalf of the Fund as a whole.

Volunteer Glasgow has only one active member in the Fund and that member is of retirement age so the organisation recognises it will have to manage an exit from the Fund when that member chooses to retire.

The final agreed cessation liability as at 31 March 2015 was £108,000 although a formal agreement to this effect has still to be signed. The full pension liability has been included in the accounts as a prior year adjustment with the liability split between due within and due after one year.

Volunteer Glasgow will pay the following contributions:

- 15/16 - Future service contribution of 35.7% plus past service debt repayment of £25,000
- 16/17 - past service repayment of £14,000
- 17/18 to 21/22 – past service repayment of £13,800

At the time of signing, Volunteer Glasgow is drafting a new strategic Plan and Business Plan for 2016 -18. The income to match our aspirations for the next business cycle has been clarified by the award of two years funding by the Glasgow City Council Integrated Grants Fund. In the previous year, this award reduced funding for volunteering, befriending, employability and adult literacy and numeracy work over this period by 10% and the Directors and Chief Executive will make every effort to broaden the funding base and reduce costs to balance the budget accordingly.

The organisation has submitted a bid to the Voluntary Action Fund for £76K which, if successful, would allow it to maintain staffing at current levels for at least one year. Other funding bids have either been submitted or are being drafted at the time of signing, including:

Application to Lottery - £10K
P.I.P - £10K
Clydesdale Bank - £5K
Volunteering Works - £5K

Financial review

● **RESERVES POLICY**

The Directors of the charity have a reserves policy aimed at maintaining the ability of the charity to deliver its charitable objectives. To achieve this a general reserve is maintained to ensure that the charity has sufficient resources to enable it to meet its obligations. The general reserve is funded from the excess of unrestricted income over expenditure.

The Directors maintained a number of designated reserves to help support key areas of operation. During the year these designated reserves were transferred back to general reserves to help support ongoing core activities and to offset the impact of the introduction of the pension scheme liability on the balance sheet.

**DIRECTORS' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2016**

Structure, governance and management

• **CONSTITUTION**

The charity, which is a recognised charity in Scotland, is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association. It is exempt from taxation under Section 505 of the Income & Corporation Taxes Act 1988.

• **METHOD OF APPOINTMENT OR ELECTION OF DIRECTORS**

The management of the charity is the responsibility of the directors who are elected and co-opted under the terms of the Articles of Association.

• **PAY POLICY FOR SENIOR STAFF**

The directors consider the board of directors, who are the Charity's trustees, and the senior management team comprise the key management personnel of the charity in charge of directing, running and operating the Charity on a day to day basis. All directors give of their time freely and no director received remuneration or expenses in the year.

The pay of the senior staff is reviewed annually and normally increased in accordance with average earnings. This year, however, no pay increases were awarded due to the deficit incurred

• **RELATED PARTY RELATIONSHIPS**

The charity has a close relationship with Glasgow City Council and the Scottish Government, both of which provide funding to enable the charity to carry out its charitable objectives. Glasgow City Council has the right to nominate Observers. The sums received and the related project costs are as shown in the financial statements. There are no related party transactions with trustees.

• **RISK MANAGEMENT**

The directors have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the charity, and are satisfied that systems and procedures are in place to mitigate our exposure to the major risks.

**DIRECTORS' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2016**

Plans for future periods

● **FUTURE DEVELOPMENTS**

The Board of Directors now meets on a quarterly basis in February, May, August and November and significant progress has been made with reporting on and monitoring of the outcomes of the Business Plan and Risk Register.

Volunteer Glasgow are currently seeking to recruit new volunteer Directors to join the Board and we would like to thank Susan Brimelow, Norman Stewart and Rosalind Carr for the contribution they made at Board level over many years.

We are working to diversify the funding base with an application to the Lottery Fund and an ESF expression of interest to allow us to expand and develop our positively evaluated 'Volunteering Works' programme and we will continue to explore opportunities to consolidate partnerships and establish new ones in order to grow the business base. Opportunities will arise through involvement in a new PSP (Public Social Partnership) led by Possilpark Health and Social Care Centre and through the GCC tendering process for Carer Support Services across the City.

DIRECTORS' RESPONSIBILITIES STATEMENT

The directors (who are also directors of The Volunteer Centre - The Centre for Volunteering, Community Action and Employment Initiatives for the purposes of company law) are responsible for preparing the Directors' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the directors to prepare financial statements for each financial year. Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**THE VOLUNTEER CENTRE – THE CENTRE FOR VOLUNTEERING COMMUNITY
ACTION AND EMPLOYMENT INITIATIVES**

T/A **VOLUNTEER GLASGOW**
(A company limited by guarantee)

**DIRECTORS' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2016**

DISCLOSURE OF INFORMATION TO AUDITOR

Each of the persons who are directors at the time when this Directors' report is approved has confirmed that:

- so far as that director is aware, there is no relevant audit information of which the charitable company's auditor is unaware, and
- that director has taken all the steps that ought to have been taken as a director in order to be aware of any information needed by the charitable company's auditor in connection with preparing its report and to establish that the charitable company's auditor is aware of that information.

AUDITOR

The auditor, French Duncan LLP, has indicated its willingness to continue in office. The directors will propose a motion re-appointing the auditor at a general meeting.

In preparing this report, the directors have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006.

This report was approved by the directors on 30/3/16 and signed on their behalf by:


.....
R Bogle
Director

INDEPENDENT AUDITOR'S REPORT TO THE DIRECTORS AND MEMBERS OF VOLUNTEER GLASGOW

We have audited the financial statements of Volunteer Glasgow for the year ended 31 March 2016 set out on pages 10 to 22. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective January 2015) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

This report is made solely to the charity's members, as a body, in accordance with section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and regulation 10 of the Charities Accounts (Scotland) Regulations 2006. Our audit work has been undertaken so that we might state to the charity's members those matters we are required to state to them in an Auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity, the charity's members as a body and the charity's directors, as a body, for our audit work, for this report, or for the opinion we have formed.

RESPECTIVE RESPONSIBILITIES OF DIRECTORS AND AUDITOR

As explained more fully in the Directors' responsibilities statement, the directors (who are also the directors of the charity for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

The directors have elected for the financial statements to be audited in accordance with the Charities and Trustee Investment (Scotland) Act 2005 rather than also with the Companies Act 2006. Accordingly we have been appointed as auditor under section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and report to you in accordance with regulations made under that Act. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

SCOPE OF THE AUDIT OF THE FINANCIAL STATEMENTS

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charity's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the directors; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Directors' report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

OPINION ON FINANCIAL STATEMENTS

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2016 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities; and
- have been prepared in accordance with the requirements of the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and regulation 8 of the Charities Accounts (Scotland) Regulations 2006.

 **T/A VOLUNTEER GLASGOW**
(A company limited by guarantee)

INDEPENDENT AUDITOR'S REPORT TO THE DIRECTORS AND MEMBERS OF VOLUNTEER GLASGOW

OPINION ON OTHER MATTER PRESCRIBED BY THE COMPANIES ACT 2006

In our opinion the information given in the Directors' report, incorporating the Strategic report, for the financial year for which the financial statements are prepared is consistent with the financial statements.

MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION

We have nothing to report in respect of the following matters where the Companies Act 2006 and the Charities Accounts (Scotland) Regulations 2006 (as amended) requires us to report to you if, in our opinion:

- the charity has not kept proper and adequate accounting records, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the directors were not entitled to prepare the financial statements in accordance with the small companies regime and to take advantage of the small companies' exemption in preparing the Directors' report.



Antony J Sinclair (Senior statutory auditor)

for and on behalf of

French Duncan LLP

Chartered Accountants
Statutory Auditor

133 Finnieston Street

Glasgow

G3 8HB

Date:

30/08/2016

French Duncan LLP is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.

**THE VOLUNTEER CENTRE – THE CENTRE FOR VOLUNTEERING COMMUNITY
ACTION AND EMPLOYMENT INITIATIVES**

T/A VOLUNTEER GLASGOW
(A company limited by guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES INCORPORATING INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2016**

		Restricted funds 2016 £	Unrestricted funds 2016 £	Total funds 2016 £	<i>As restated Total funds 2015 £</i>
INCOME FROM:					
Donations and capital grants	2	1,297,853	5,110	1,302,963	1,345,361
Investments	3	-	161	161	138
Other income		28,495	74,558	103,053	140,821
TOTAL INCOME		1,326,348	79,829	1,406,177	1,486,320
EXPENDITURE ON:					
Raising funds		11,459	83	11,542	19,493
Charitable activities		1,362,433	95,079	1,457,512	1,487,676
TOTAL EXPENDITURE	7	1,373,892	95,162	1,469,054	1,507,169
NET EXPENDITURE BEFORE TRANSFERS		(47,544)	(15,333)	(62,877)	(20,849)
Transfers between Funds	15	35,135	(35,135)	-	-
NET EXPENDITURE		(12,409)	(50,468)	(62,877)	(20,849)
RECONCILIATION OF FUNDS:					
Total funds brought forward		156,015	100,513	256,528	277,377
TOTAL FUNDS CARRIED FORWARD		143,606	50,045	193,651	256,528

The notes on pages 12 to 22 form part of these financial statements.

**THE VOLUNTEER CENTRE – THE CENTRE FOR VOLUNTEERING COMMUNITY
ACTION AND EMPLOYMENT INITIATIVES**

T/A VOLUNTEER GLASGOW
(A company limited by guarantee)
REGISTERED NUMBER: SC166042

**BALANCE SHEET
AS AT 31 MARCH 2016**

	Note	£	2016 £	As restated 2015 £
FIXED ASSETS				
Tangible assets	10		40,823	50,244
CURRENT ASSETS				
Debtors	11	30,025		16,102
Cash at bank and in hand		314,514		490,688
		<u>344,539</u>		<u>506,790</u>
CREDITORS: amounts falling due within one year	12	(122,711)		(217,506)
NET CURRENT ASSETS			<u>221,828</u>	<u>289,284</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>262,651</u>	<u>339,528</u>
CREDITORS: amounts falling due after more than one year	13		(69,000)	(83,000)
NET ASSETS			<u>193,651</u>	<u>256,528</u>
CHARITY FUNDS				
Restricted funds	15		143,606	156,015
Unrestricted funds	15		50,045	100,513
TOTAL FUNDS			<u>193,651</u>	<u>256,528</u>

The financial statements have been prepared in accordance with the provisions applicable to small companies within Part 15 of the Companies Act 2006 and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015).

The financial statements were approved by the directors on behalf, by:

30/8/16

and signed on their

.....
R Bogle

The notes on pages 12 to 22 form part of these financial statements.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016**

1. ACCOUNTING POLICIES

1.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities published on 16 July 2014, the Financial Reporting Standard for Smaller Entities (effective January 2015) and the Companies Act 2006.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

1.2 Company status

The charity is a company limited by guarantee. The members of the company are the directors named on page 1. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

1.3 Accumulated funds

Designated funds comprise unrestricted funds that have been set aside by the directors for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

1.4 Incoming resources

European social fund grants and other grants awarded on the basis of incurring specific expenditure are credited to the income and expenditure account to the extent funding has been received, in the period approved expenditure takes place.

Due to the inherent uncertainty with regard to the amount of grant receivable, grants are credited to the income and expenditure account on receipt or when the amount due becomes known with certainty and also on the basis that conditions for receipt have been complied with. Where conditions are attached to the defrayment of monies, the income is restricted. Where no such conditions exist, the income is unrestricted.

No amounts are included in the financial statements for services donated by volunteers.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016**

1. ACCOUNTING POLICIES (continued)

1.5 Resources expended

All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities they have been allocated on a basis consistent with the use of the resources.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management carried out at headquarters. Governance costs are those costs incurred in connection with the administration of the charity and compliance with constitutional and statutory requirements.

1.6 Reconciliation with previous Generally Accepted Accounting Practice

In preparing these accounts, the directors have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 the restatement of comparative items was required.

No restatements were required.

1.7 Tangible fixed assets and depreciation

All equipment, furniture and improvements to property of specific projects are grant funded and have been written off in the statement of financial activities against grants received. The assets purchased remain the property of the funding agency and are not considered fixed assets of the charity.

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Tenant's improvements	-	Straight line - over 7 years
Fixtures & fittings	-	Straight line - over 10 years
Computer equipment	-	Straight line - over 4 years

1.8 Operating leases

Rentals under operating leases are charged to the Statement of financial activities incorporating income and expenditure account on a straight line basis over the lease term.

1.9 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

1.10 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount repaid net of any trade discounts due.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016**

1. ACCOUNTING POLICIES (continued)

1.11 Cash at Bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

1.12 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

1.13 Financial instruments

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

2. DONATIONS AND GRANTS

	Restricted funds 2016 £	Unrestricted funds 2016 £	Total funds 2016 £	Total funds 2015 £
Grant income	1,297,853	5,110	1,302,963	1,345,361

In 2015, of the total income from donations and grants, £4,363 was to unrestricted funds and £1,340,998 was to restricted funds

**THE VOLUNTEER CENTRE – THE CENTRE FOR VOLUNTEERING COMMUNITY
ACTION AND EMPLOYMENT INITIATIVES**

VOLUNTEER GLASGOW
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016**

Included within income relating to grant income are the following grants

Restricted Funds	2016	2015
	£	£
Glasgow City Council - Grants to Voluntary Organisations	314,300	284,300
Glasgow City Council - Social Work	37,420	37,420
Volunteer IGF Grant	325,638	361,820
West Carers Support Project IGF Grant	30,400	30,400
South West Young Persons Befriending Service IGF grant	39,983	44,483
West Young Persons Befriending Service IGF grant	35,260	35,260
Pollokshields & Southside Central Volunteering Initiative IGF Grant	22,000	22,000
Glasgow Health Board	55,985	65,903
Princess Royal Trust for Carers	-	500
Scottish Government - Volunteer Centres	142,236	142,236
CHCP - Carers Training Programme	55,867	50,000
Carers Grant	428	2,648
West Area CHCP	31,000	31,000
Big Lottery Fund	-	13,163
Young Carers Grant	7,563	9,503
Glasgow Housing Association	16,470	16,470
Cardonald College	7,528	9,219
SE Vibrant Programme	-	7,197
Shared Care time to Live	22,585	22,384
Glasgow Third Force Transformation Fund	73,669	-
Scottish Strategy for Autism Programme	-	12,861
Jobs & Business Glasgow	12,534	16,152
Robertson Trust Grant	28,000	15,000
Glasgow Third Force Transformation Fund	-	36,735
Cash For Kids Grant	11,275	11,915
Carers Trust Grant	7,682	-
BBC Children in Need	17,030	14,112
Transformation Fund - ROCP	-	47,787
NW Carers Forum	3,000	-
Jam Music Project	-	530
Unrestricted Funds		
Community Jobs Scotland	5,110	4,193
Sundry Income - Training	-	170
	1,302,963	1,345,361

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ACTION AND EMPLOYMENT INITIATIVES**

 **VOLUNTEER GLASGOW**
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016**

3. INVESTMENT INCOME

	Restricted funds 2016 £	Unrestricted funds 2016 £	Total funds 2016 £	Total funds 2015 £
Bank interest	-	161	161	138

In 2015, of the total investment income, £ 138 was to unrestricted funds and £ NIL was to restricted funds.

4. DIRECT COSTS

	Activities £	Total 2016 £	Total 2015 £
Other direct charitable expenditure	162,133	162,133	155,914
Wages and salaries	907,250	907,250	903,944
National insurance	70,357	70,357	72,673
Pension cost	32,022	32,022	29,454
	<u>1,171,762</u>	<u>1,171,762</u>	<u>1,161,985</u>

5. SUPPORT COSTS

	Activities £	Total 2016 £	Total 2015 £
Office costs	160,493	160,493	173,446
Management and administration	66,123	66,123	90,338
Wages and salaries	29,868	29,868	22,708
National insurance	909	909	1,499
Pension cost	832	832	5,309
	<u>258,225</u>	<u>258,225</u>	<u>293,300</u>

6. GOVERNANCE COSTS

	Restricted funds 2016 £	Unrestricted funds 2016 £	Total funds 2016 £	Total funds 2015 £
Auditor's remuneration	11,500	4,144	15,644	15,718
Professional fees	1,588	10,293	11,881	16,673
	<u>13,088</u>	<u>14,437</u>	<u>27,525</u>	<u>32,391</u>

**THE VOLUNTEER CENTRE – THE CENTRE FOR VOLUNTEERING COMMUNITY
ACTION AND EMPLOYMENT INITIATIVES**

THE VOLUNTEER GLASGOW
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016**

7. ANALYSIS OF RESOURCES EXPENDED BY EXPENDITURE TYPE

	Staff costs 2016 £	Other costs 2016 £	Total 2016 £	Total 2015 £
Expenditure on raising voluntary income	-	11,542	11,542	19,493
Costs of generating funds	-	11,542	11,542	19,493
Activities undertaken directly - Project costs	1,041,238	388,749	1,429,987	1,455,285
Expenditure on governance	-	27,525	27,525	32,391
	<u>1,041,238</u>	<u>427,816</u>	<u>1,469,054</u>	<u>1,507,169</u>

Included in 'activities undertaken directly' above are Direct and Support Costs that are analysed in notes 4 and 5 respectively.

8. NET INCOMING RESOURCES/(RESOURCES EXPENDED)

This is stated after charging:

	2016 £	2015 £
Depreciation of tangible fixed assets:		
- owned by the charity	9,421	8,844
Auditor's remuneration	15,644	15,718
Pension costs	32,854	34,763

During the year, no directors received any remuneration (2015 - £NIL).

During the year, no directors received any benefits in kind (2015 - £NIL).

During the year, no directors received any reimbursement of expenses (2015 - £NIL).

**THE VOLUNTEER CENTRE – THE CENTRE FOR VOLUNTEERING COMMUNITY
ACTION AND EMPLOYMENT INITIATIVES**

TA VOLUNTEER GLASGOW
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016**

9. STAFF COSTS

Staff costs were as follows:

	2016 £	2015 £
Wages and salaries	937,118	926,652
Social security costs	71,266	74,172
Other pension costs	32,854	34,763
	<u>1,041,238</u>	<u>1,035,587</u>

The average number of persons employed by the charity during the year was as follows:

	2016 No.	2015 No.
Project management staff	30	30
Administration staff	9	9
	<u>39</u>	<u>39</u>

No employee received remuneration amounting to more than £60,000 in either year.

10. TANGIBLE FIXED ASSETS

	Leasehold alterations £	Fixtures & fittings £	Computer equipment £	Total £
Cost				
At 1 April 2015 and 31 March 2016	<u>38,317</u>	<u>17,082</u>	<u>8,937</u>	<u>64,336</u>
Depreciation				
At 1 April 2015	8,810	2,830	2,452	14,092
Charge for the year	5,479	1,708	2,234	9,421
At 31 March 2016	<u>14,289</u>	<u>4,538</u>	<u>4,686</u>	<u>23,513</u>
Net book value				
At 31 March 2016	<u>24,028</u>	<u>12,544</u>	<u>4,251</u>	<u>40,823</u>
At 31 March 2015	<u>29,507</u>	<u>14,252</u>	<u>6,485</u>	<u>50,244</u>

**THE VOLUNTEER CENTRE – THE CENTRE FOR VOLUNTEERING COMMUNITY
ACTION AND EMPLOYMENT INITIATIVES**

 **VOLUNTEER GLASGOW**
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016**

11. DEBTORS

	2016 £	2015 £
Other debtors	154	231
Prepayments and accrued income	29,871	15,871
	<u>30,025</u>	<u>16,102</u>

12. CREDITORS: Amounts falling due within one year

	2016 £	As restated 2015 £
Other creditors	14,000	28,652
Accruals and deferred income	108,711	188,854
	<u>122,711</u>	<u>217,506</u>

**13. CREDITORS:
Amounts falling due after more than one year**

	2016 £	As restated 2015 £
Pension Scheme Liability	69,000	83,000

Creditors include amounts not wholly repayable within 5 years as follows:

	2016 £	2015 £
Repayable by instalments	13,800	27,600

14. PRIOR YEAR ADJUSTMENT

A prior year adjustment has been made in the accounts to incorporate the pension scheme deficit liability due to the Strathclyde Pension Fund. The total liability of £108,000 has been adjusted in the comparative figures with future pension deficit payments allocated to reduce the pension liability from 2015/16 onwards.

**THE VOLUNTEER CENTRE – THE CENTRE FOR VOLUNTEERING COMMUNITY
ACTION AND EMPLOYMENT INITIATIVES**

T/A **VOLUNTEER GLASGOW**
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016**

15. STATEMENT OF FUNDS

	Brought Forward £	Income £	Expenditure £	Transfers in/out £	Carried Forward £
Designated funds					
Information and Technology Support	29,125	-	-	(29,125)	-
Training and Development	46,672	-	-	(46,672)	-
Management Unit Fund	107,053	-	-	(107,053)	-
	<u>182,850</u>	<u>-</u>	<u>-</u>	<u>(182,850)</u>	<u>-</u>
General funds					
General Funds - all funds	(82,337)	79,829	(95,162)	147,715	50,045
Total Unrestricted funds	<u>100,513</u>	<u>79,829</u>	<u>(95,162)</u>	<u>(35,135)</u>	<u>50,045</u>
Restricted funds					
Project funds	<u>156,015</u>	<u>1,326,348</u>	<u>(1,373,892)</u>	<u>35,135</u>	<u>143,606</u>
Total of funds	<u>256,528</u>	<u>1,406,177</u>	<u>(1,469,054)</u>	<u>-</u>	<u>193,651</u>

SUMMARY OF FUNDS

	Brought Forward £	Income £	Expenditure £	Transfers in/out £	Carried Forward £
Designated funds	182,850	-	-	(182,850)	-
General funds	(82,337)	79,829	(95,162)	147,715	50,045
	<u>100,513</u>	<u>79,829</u>	<u>(95,162)</u>	<u>(35,135)</u>	<u>50,045</u>
Restricted funds	<u>156,015</u>	<u>1,326,348</u>	<u>(1,373,892)</u>	<u>35,135</u>	<u>143,606</u>
	<u>256,528</u>	<u>1,406,177</u>	<u>(1,469,054)</u>	<u>-</u>	<u>193,651</u>

The Directors have reviewed the Designated Funds held and decided to transfer these back to general reserves to support core activities and to offset the impact of the pension liability.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016**

15. STATEMENT OF FUNDS (continued)

The projects/services managed by the charity at the year end are listed below:

West Glasgow Carers Centre - provides support, advice and respite to carers and young carers in West Glasgow.

South West Glasgow Carers Centre - provides support, advice and respite to carers and young carers in south west Glasgow.

Drumchapel Home Visiting & Day Care Service - provides one-to-one home visits by volunteers to housebound elderly and also provides a twice-weekly lunch club to other elderly clients.

West Young Persons' Befriending Service - provides one-to-one support by volunteers via regular meetings/outings with young people aged 8-18 who are experiencing difficulties in life.

South West Young Persons' Befriending Service - provides one-to-one support by volunteers via regular meetings/outings with young people aged 8-18 who are experiencing difficulties in life.

Pollokshields and Southside Central Volunteering Initiative - provides volunteering taster programmes, individual support to people facing barriers and support to local volunteer-involving organisations.

Volunteering, Learning and Employability Services - make it easier for people to find suitable volunteering opportunities, provide a range of training and SQA Approved Centre programmes and develop volunteering initiatives for the city.

16. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Restricted funds 2016 £	Unrestricted funds 2016 £	Total funds 2016 £	As restated Total funds 2015 £
Tangible fixed assets	-	40,824	40,824	50,244
Current assets	233,979	110,561	344,540	506,790
Creditors due within one year	(90,373)	(32,340)	(122,713)	(217,506)
Creditors due in more than one year	-	(69,000)	(69,000)	(83,000)
	143,606	50,045	193,651	256,528

17. PENSION COMMITMENTS

The charity operates a defined contribution scheme for its employees. The charge to the income and expenditure account was £25,203 (2015 - £26,628). There were contributions outstanding at the year end of £3,765 (2015 - £3,653).

The company also participates in the Strathclyde Pension Fund (the "Fund") for certain members of staff.

The Fund is a multi-employer defined benefit fund. The Fund is contracted out of the state fund and the funds are held and administered outwith the company by Glasgow City Council. The company paid contributions of £31,792 (2015 - £8,135) during the year.

In 2015/16 the Volunteer Centre made an employer's contribution of 35.7% to Strathclyde Pension Fund plus a deficit reduction payment of £25,000.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016**

17. PENSION COMMITMENTS (continued)

Following a prior year adjustment, there is an amount due to the Strathclyde Pension Fund amounting to £83,000 (2015 - £108,000). The total liability of the charity to the defined benefit scheme is now reflected in the Balance Sheet as required under accounting standards and will be reviewed by the Directors on an annual basis.

18. OPERATING LEASE COMMITMENTS

At 31 March 2016 the total of the Charity's future minimum lease payments under non-cancellable operating leases was:

	2016 £	2015 £
Within 1 year	20,713	20,713
Between 1 and 5 years	79,458	91,541
After more than 5 years	-	8,630
Total	<u>100,171</u>	<u>120,884</u>

19. RELATED PARTY TRANSACTIONS

The charity has a close relationship with Glasgow City Council and the Scottish Government, both of which provide funding to enable the charity to carry out its charitable objects. Glasgow City Council has the right to nominate Observers. The sums received and the related project costs are as shown in the financial statements. There have been no related party transactions.