

**THURROCK CVS  
(COUNCIL FOR VOLUNTARY SERVICE)**

**DIRECTORS' AND  
TRUSTEES' REPORT AND ACCOUNTS**

**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2015**



**Company No: 4300967  
Charity No: 1090253**

**THURROCK CVS (COUNCIL FOR VOLUNTARY SERVICE)**  
(A company limited by guarantee)

**REPORT AND ACCOUNTS**

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**STATUTORY INFORMATION**

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**THURROCK CVS (COUNCIL FOR VOLUNTARY SERVICE)**  
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**OFFICERS AND FINANCIAL ADVISORS**

**Directors/Trustees**

Neville Baldwin	– Chair (until 21/11/2014)
Mike Kelly	– Chair (from 21/11/2014)
Mike Hursthouse	– Treasurer
Mike Rawlings	
Peter Warner	
Tony Fish	
Yash Gupta	
Don Sydney	
Claudette Monaghan	– Appointed 28/08/2014
Wendy Curtis	– Appointed 17/02/2015
Joyce Sweeney	– Resigned 03/09/2014

**Chief Executive Officer**

Kristina Jackson

**Registered and Principal Office**

The Beehive Voluntary & Community Resource Centre  
West Street, Grays  
Essex RM17 6XP

**Auditors**

Ramon Lee & Partners  
Kemp House  
152/160 City Road  
London EC1V 2DW

**Bankers**

Unity Trust Bank Plc.  
Nine Brindley Place  
Birmingham B1 2HB

Co-operative Bank Plc  
PO Box 250  
Delf House, Southway  
Skelmersdale WN8 6WT

**Solicitors**

Bates Wells & Braithwaite  
2-6 Canon Street  
London EC4M 6YH

**THURROCK CVS (COUNCIL FOR VOLUNTARY SERVICE)**  
(A company limited by guarantee)

**DIRECTOR'S AND TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2015**

The Board of Trustees (who are also directors of the charitable company), are pleased to present their Annual Report and the audited financial statements of Thurrock Council for Voluntary Services (TCVS) for the year ended 31 March 2015. These comply with statutory requirements, the Memorandum and Articles of Association, applicable law and the requirements of the Statement of Recommended Practice, "Accounting and Reporting by Charities" issued in March 2005.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Governing document**

Thurrock CVS is a registered charity and a company limited by guarantee. The company was established under a Memorandum of Association that established the objects and powers of the charitable company and is governed under its Articles of Association last amended November 2009. There are currently 134 members (2014: 116) each of whom agrees to contribute £1 in the event of the charity being wound up.

### **Appointment of trustees**

Trustees are selected from those who volunteer their services. Anyone may volunteer. In determining who to appoint Trustees have regard to the qualifications and experience of potential Trustees. Applications are invited in particular from persons with experience of voluntary and community services and from persons with senior management experience in the charitable sector.

Under the requirements of the company's Articles one third of the Trustees resign annually and are eligible for re-election.

At the 2014 AGM:

- Don Sydney and Mike Hursthouse were re-elected.

The charity has a wide range of support, engagement and representative functions and, as a result, seeks to ensure that the knowledge and experience of the Trustees covers a wide range of voluntary and community activities, sector representation, leadership development and strategic level decision-making in addition to business and management skills.

All Trustees give their time voluntarily and receive no benefit from the Charity. Any expenses reclaimed from the Charity are set out in note 10 to the Accounts.

### **Trustee induction and training**

New trustees undergo an induction programme. All trustees are notified of relevant workshops, training days and seminars concerning issues relevant to good governance and to best practice in the voluntary & community sector. During the year the Board attended a number of away days to continue the process begun in the previous financial year of formulating a strategy for the organisation for the next five years.

### **Organisation**

The board of Trustees administers the charity by means of the Board which meets bi-monthly. All Trustees are also Directors of the Company for Companies Acts purposes. Board members are appointed by the Annual General Meeting with one third of the board standing down each year. The board is responsible for the strategic direction of the charity and for policy decisions. In addition to maintaining an overview of the organisation's activities the Board also controls HR policies and appointments and makes all decisions involving major investment or expenditure.

A Chief Executive is appointed by the board to manage the day to day running of the charity. The Chief Executive has delegated authority for operational matters including finance, human resources and the delivery of services to people supported by the organisation, within certain limits. Decisions which will commit the charity beyond these limits require the approval of the board.

**THURROCK CVS (COUNCIL FOR VOLUNTARY SERVICE)**  
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**DIRECTOR'S AND TRUSTEES' REPORT (Cont/d)**

**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2015**

**Related Parties**

Thurrock CVS was formed by the voluntary sector within Thurrock as a membership organisation to provide support and guidance to charitable and other voluntary groups working for the benefit of the people of Thurrock. The charity, therefore, has close working relationships with many groups and organisations.

The board of TCVS comprises 9 individuals none of whom individually are in a position to control or exert significant influence over the decisions of the charity.

Apart from the board there are a number of other significant stakeholders including members and Thurrock Council, none of whom exercise a degree of influence or involvement with the charity sufficient to be deemed a related party.

**Internal Control**

The Trustees have overall responsibility for ensuring that the Charity has appropriate systems of internal control across the entire organisation. Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements follow best practice. They are also responsible for safeguarding assets of the Charity and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The systems of internal control are designed to provide reasonable, but not absolute, assurance against material misstatement or loss. Internal control processes implemented by the Trustees include:

- Regular consideration by Trustees of financial results, variances from budgets and forecasts
- Delegation of authority and segregation of duties
- A strategic plan and an annual budget approved by the Trustees
- Identification and management of risk

**Public Benefit statement**

The Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. TCVS provides public benefit through improving the lives of residents of Thurrock through our support for voluntary and community organisations, training and supporting their staff and trustees, and providing representation of the voluntary and community organisations with strategic partners.

**Risk management**

The Board ensures that regular reviews are undertaken to identify the risks to which the organisation is exposed, and to assess the level and proximity of these risks and the potential impact of any realisation. All risks are managed and where possible mitigated. The board also conducts reviews of the organisation's policies and procedures to ensure they remain compliant with legislation and best practice in the sector.

The Trustees believe that the measures in place are sufficient to ensure that the levels of risk faced by the Charity are kept within acceptable levels.

**Grant making policy**

Thurrock CVS administers grants on behalf Statutory Partners. The Panel meets each year to consider applications for funding for organisations working across Thurrock. VSDF grants are made for funding towards bids where applicants can demonstrate impact against the Community Strategy priority: Build pride, responsibility and respect to create safer communities. Public Health grants are made for funding towards bids where applicants can demonstrate impact against; Tackling obesity and promoting healthy weight and working with citizens to reduce Mental Health inequalities.

The VSDF panel comprises of 7 panel members; 3 representatives from the board of Thurrock CVS, 1 representative from Thurrock Council Communities and Equalities team. Portfolio holder and shadow portfolio holder for communities and an independent representative from CVS Chelmsford. The panel will consider applications and will make informed recommendations to Assistant Chief Executive of Thurrock Council who has delegated responsibilities to make the final decision.

The Public Health panel comprises of 6 panel members; 4 Public Health officers, 1 Thurrock CVS representative and 1 independent representative. The panel will consider application and will make informed recommendations to the Director of Public Health for final decision.

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**DIRECTOR'S AND TRUSTEES' REPORT (Cont/d)**

**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2015**

**OBJECTIVES AND ACTIVITIES**

The Objects of the Charity as set out in the Company Memorandum of Association are:

- To promote any charitable purposes for the benefit of the community in the local government district of Thurrock and its neighbourhood, including the Thames Gateway and South Essex and, in particular, the advancement of education, the protection of health and the relief of poverty, distress and sickness;
- 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.

The Trustees' Strategic Plan for 2012-15 identified three strategic objectives for the period:

- To build and strengthen capacity within Thurrock's Voluntary Community and Faith Sector
- To support groups and organisations to be involved in their communities and have their say
- To negotiate Thurrock VCS interests through leadership and policy development

**In achieving these aims we set out in 2014/15 to:**

- Providing timely information on all aspects of Thurrock's civil society via effective communications
- Manage community grants programme that supports local small voluntary, community and faith organisations in finding solutions to social problems
- Enhance community networking and provide a range of platforms for connecting and strengthening local VCFS organisations and local citizens
- Work with local commissioners to ensure that there is a fair environment in which the VCFS can access opportunities to provide services to local people
- Continue to be regarded as the 'voice of the voluntary sector'
- Working with community groups and organisations to provide support and development

**ACHIEVEMENTS AND PERFORMANCE**

**Information and Advice:** during the year we distributed 2,000 newsletters and over 4,000 e-bulletins, providing advice on funding opportunities, events and legal advice. We hosted one funding fayre which brought together funders and community groups. Our website still remains to be a source of information for both voluntary and statutory partners receiving over 22,739 page visits during this financial year.

**Community grants programme:** the Voluntary Sector Development Fund (VSDF) administration, was transferred from Thurrock Council to Thurrock CVS on 1<sup>st</sup> April 2014. The Voluntary Sector Development Fund reflects the Thurrock shared priorities Build pride, responsibility and respect to create safer communities; Creating safer welcoming communities who value diversity and respect cultural heritage, involve communities in shaping where they live and their quality of life, Reduce crime, anti-social behaviour and safeguard the vulnerable.

The fund of £432,600 has two strands; the main grant programme ring-fenced to organisations currently in receipt of VSDF funding, this part of the fund was distributed to 11 organisations. The small grants programme open to community groups and organisations based and working in Thurrock for grants up to £5,000 for one-year funding, 16 groups were awarded from this stream. During this year we worked closely with Public Health to design a programme of grants to allow community groups and organisations to deliver community based activities and services for Healthy Weight and Mental Health.

**Networking and working with local commissioners to ensure there is a fair environment in which the VCFS can access opportunities to provide services to local people:** This year we hosted 8 managed network meetings, which bring together representatives from voluntary sector organisations based on their specialisms, discussing issues around funding, policy and sector development. In collaboration with Thurrock Council we supported 4 Joint Strategic Forum meetings; the composition of the forum is senior representatives from Voluntary, Community, Faith and Statutory sector. The work plan for the group this year focused on; Section 106 and CIL, Social Values Framework, the Commissioning, Procurement and Grant funding strategy. Both strategies were adopted by cabinet in November 2014, S106 and CIL remains high on the agenda. During the year Thurrock CVS hosted 6 voluntary sector meetings and workshops focused on the local authorities' budget savings proposals.

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**DIRECTOR'S AND TRUSTEES' REPORT (Cont'd)**

**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2015**

**Representation:** Much of our work this year was focused on the local authorities' proposed budgets savings for 2015-16 and 2016-17. In August we led the sector in a challenge to Thurrock Council over their process on the proposed reductions of around £2 million pounds in funding to the voluntary sector. With a grant from "Awards for All" we provided training to the sector from "Make it Happen" to assist the sector identify their social return on investment and impact. A report of these impacts together with an alternative budget proposals and delivery models was presented to a special overview and scrutiny meeting in October 2014. Some of these alternative budget savings were adopted by Thurrock Council and the creation of a transition fund for organisations in difficulty due to the proposed cuts. We continue to represent organisations on other issues with statutory partners such as; rent increases/implementation, contracts and monitoring and effective engagement with communities and organisations. Representative of the sector is provided at a strategic level with our involvement at: Health and Wellbeing work streams, Children's partnership board, Safeguarding boards, welfare reforms and universal credit, Thurrock Business Board, Economic Skills and Development Board, Stronger Together Partnership, Local Area Co-ordinators steering group and Community Hubs Strategic Board.

**Working with community groups and organisations:**

**Community hubs rollout:** We continued to work with community forums on the community hub rollout programme. During this year we worked with; Chadwell St Mary forum in establishing the Chadwell St Mary centre, which opened its doors in June 2014. We supported the group with their constitution, board development, their response to the resident consultation, which identified the local needs of Chadwell St Mary and managing their finances. With partners we re-established the Tilbury Hub steering group bringing together partners from health, voluntary sector, local authority and education. The group having a clear vision for Tilbury, the steering group will be opening a hub within the coming year. We supported Aveley Community Forum with the design and collation of their questionnaire to the community, to find out the need and appetite for a community hub in Aveley. The results showed positive feedback from the community for a new build that allowed the residents to have a local offer to their needs. We continue to support the South Ockendon Centre (SOC), which is now in its second year. We continue to work with the board of SOC to develop their business plan, to take the centre forward as a separate legal entity.

**Groups / organisations:** We worked with over 30 groups and organisations on topics such as; funding, governance, consortia, signposting on legal advice, HR issues. Intensive support was given to two organisations during this period on issues of sustainability, governance and finance.

During this year we brought together 5 organisations to form and partnership to deliver a pilot project on helping individuals aged 50+ to assist them into training, volunteering or work

**Healthwatch Thurrock C.I.C**

Healthwatch Thurrock is a wholly owned subsidiary of Thurrock CVS, with its own independent board. Towards the end of 2014, Healthwatch Thurrock was returned to Thurrock CVS as a project. Healthwatch Thurrock work programme and direction is now shaped and overseen by an independent advisory group, comprising of representatives from the Voluntary Sector, Patients Groups, Social Care Forums and Thurrock's ULO. These changes allowed Healthwatch Thurrock reflect on what had been and to look to the future. A new staff structure, a new strategy, new posts and new staff were put in place. This has enabled Healthwatch Thurrock to work better and have a wider reach across Thurrock. During the year Healthwatch Thurrock continued their work and representing the views of people of Thurrock around Health and Social Care issues.

**Healthwatch Thurrock Vision / Mission**

Healthwatch Thurrock aims to enable people, communities and organisations in Thurrock to have a say and influence the planning, commissioning and delivery of Health and Social Care services to improve the health and wellbeing of patients, the public and service users. Healthwatch Thurrock will enable individuals and community groups to influence the planning of all local Health and Social Care services. In doing this Healthwatch Thurrock pledges to support all members of the public to promote better health and wellbeing for everyone.

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**DIRECTOR'S AND TRUSTEES' REPORT (Cont/d)**

**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2015**

**Healthwatch Thurrock Achievements 2014-15**

- Influenced change; on the provision of sharp boxes, the decision not to move stroke services to another hospital out of the area and annual health checks for Learning Disabled residents.
- Supporting local people to represent themselves at: Thurrock Clinical Commissioning group board meetings to ensure their voices were heard when decisions affecting them were tabled. Basildon Hospital board meetings to tell their experiences of using the hospital.
- Understanding people's experiences: during the year they have specifically targeted some seldom heard groups such as; young people (under 21), older people (over 65) and people with learning disabilities
- Information and signposting: during the year Healthwatch Thurrock gave advice and signposting on the following subjects: Social Care Rapid Response, PALS service at Basildon Hospital, local dentist information, new GP registration, support groups for long term conditions, carers support, older people support groups and respite care.

**Volunteers**

Thurrock CVS values the support of its volunteers in the organisation. During the course of the year we had 40 volunteers (2014: 38) who served as providers of administrative support. In the last year volunteers contributed in excess of 4,464 (2014: 3,125) hours. We estimate their financial worth to Thurrock CVS by multiplying the hours contributed by a notional rate of the minimum wage. This results in an estimated contribution in the region of £29,016, (2014: £21,406) excluding any national insurance, pension, recruitment or other costs that would normally be incurred by employers.

**FINANCIAL REVIEW**

The year under review was another successful year for the charity with net incoming resources before exceptional items of £337,202 (2014: surplus of £70,883) on a turnover of £1,199,002 (2014: £483,243). The reasons for such high net incoming resources at year end are:

- Over 50 per cent of the income represents grants administered on behalf of other bodies paid to community groups and organisations.
- The continued trend the trustees and CEO undertook a thorough review of the activities of the charity and made a decision to focus on supporting the voluntary & community sector in Thurrock, in particular this year, prudent accounting on all expenditure future proofing the organisation in future years.
- At the end of the financial year, Healthwatch Thurrock was transferred back into Thurrock CVS as a project.

As at the year end, total bank and cash balances stood at £580,783 compared with £192,353 as at 31 March 2015.

Unrestricted reserves have improved also and as at 31 March 2015 stood at £262,204 compared to £91,864 a year ago, part of the reserve relates to Healthwatch Thurrock and is committed spend for 2015/16. Thurrock CVS un-restricted reserve equates to 6 months running costs. Prior to the year-end discussions were commenced with Thurrock Council which owns the freehold to the Beehive Voluntary & Community Centre with a view to transferring this freehold to the charity at a peppercorn. The transfer of the Beehive Voluntary & Community Centre was finalised on the 13<sup>th</sup> March 2015 and is shown within the accounts as a fixed asset.

**Principal funding sources**

- Thurrock Council
- Big Lottery – Awards for All
- DfE via Contact a Family
- Earned income from the hire of meeting room space at Beehive Voluntary & Community Centre
- Department of Work & Pensions

**Investment powers and policy**

The Investment Policy of the Charity is for uncommitted funds to be retained in banks and building societies earning interest where this is possible.



**THURROCK CVS (COUNCIL FOR VOLUNTARY SERVICE)**  
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**DIRECTOR'S AND TRUSTEES' REPORT (Cont/d)**

**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2015**

**Reserves policy**

The Reserves Policy of the Charity is for a level of unrestricted reserves of between £90,000 and £100,000 to cover between two and four months' of necessary core expenditure. This target was considered to be sufficient to allow for an ordered shut down of Thurrock CVS and for suitable management arrangements to be made for ongoing activities.

The current reserves policy will be reviewed during 2015/16.

**PLANS FOR THE FUTURE**

Due to the ongoing savings agenda for statutory organisations, the Board acknowledges resources within the voluntary, community and faith sector will continue to be tighter and scarcer. The demands for the voluntary, community and faith sector's services and support are still greater due to the current financial climate.

Our plans for the future have not significantly changed from those in 2012/13; we will continue to support local voluntary, community and faith organisations to develop strategies to deal with the challenges and opportunities ahead. As a charity ourselves, we still face the same challenges and opportunities and it is still vitally important we plan for our own development and sustainability.

Much of our future work will focus on supporting the voluntary, community and faith sector based on the NAVCA four performance standards:

- **Development** – Thurrock CVS will support and identify the needs in the local community and will facilitate innovation and improvements in service provision to meet those needs by;
  - Identification of needs via meetings, focus groups and surveys
  - Reviewing and adapting activities
  - Influencing policy and funding
- **Support** – Thurrock CVS will support local voluntary organisation and community groups to fulfil their missions more effectively by;
  - Diagnosing development needs of organisations and community groups
  - Performance improvement, especially those in receipt of grant funding
  - Leadership and governance
  - Income generation via a dedicated funding officer
- **Collaboration** – we will facilitate effective communication and collaboration amongst local voluntary organisations and local community groups and between different sectors by;
  - Networking
  - Collaborative working
  - Sharing resources
  - Create and promote formal networking opportunities
  - Use insights gathered to inform future planning and practice
- **Influence** – we will support local voluntary organisations and community groups to influence policies, plans and practices that have an impact on their organisations and beneficiaries by;
  - Foresight
  - Consultation
  - Accountable representatives
  - Building capacity to influence
  - Put in place working agreements

**Charitable and political donations**

During the year the company made no political or charitable donations.

**THURROCK CVS (COUNCIL FOR VOLUNTARY SERVICE)**  
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**DIRECTOR'S AND TRUSTEES' REPORT (Cont/d)**

**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2015**

**Statement of Director's / Trustee's Responsibilities**

The trustees (who are also directors of Thurrock CVS for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Directors to prepare financial statements for each financial year. Under that law the Directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). 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 company and of its income and expenditure 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 judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The Directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Statement of disclosure to auditors**

In accordance with company law, the company's Directors certify that:

- So far as they are aware, there is no relevant audit information of which the company's auditors are unaware; and
- As the Directors of the company they have taken all the steps that they ought to have taken in order to make themselves aware of any relevant audit information and to establish that the Charity's auditors are aware of that information.

**Auditors**

A resolution will be proposed at the Annual General Meeting that Ramon Lee & Partners be re-appointed as auditors of the charity for the ensuing year.

This report has been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

**APPROVAL**

Signed on behalf of the Executive Committee



**Mike Kelly**  
**Chairperson**

**Date: 8<sup>TH</sup> SEPTEMBER 2015**

# REPORT OF THE INDEPENDENT AUDITOR TO THE MEMBERS AND TRUSTEES OF

## THURROCK CVS (COUNCIL FOR VOLUNTARY SERVICE)

(A company limited by guarantee)

We have audited the financial statements of Thurrock CVS (Council for Voluntary Service) for the year ended 31 March 2015 which comprise: the Consolidated Statement of Financial Activities (Summary Income and Expenditure Account), Statement of Financial Activities (Summary Income and Expenditure Account), the Group Balance Sheet, Balance Sheet and related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company'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 any responsibility to anyone other than the company and the company's members as a body, for our work, for this report, or for the opinions we have formed.

### Respective responsibilities of trustees and auditor

As explained more fully in the Trustees' Responsibilities Statement set out on page 9, the trustees (who are also the directors of the charitable company 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.

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 charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Director's and Trustees report to identify material inconsistencies with the audited financial statements. 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 group's and the parent charitable company's affairs as at 31<sup>st</sup> March 2015, and of the group's and the parent charitable company's 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; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

### Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Trustees' Annual 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 requires us to report to you if, in our opinion:

- the parent charitable company has not kept adequate and sufficient accounting records, or returns adequate for our audit have not been received from branches not visited by us; or
- the parent charitable company 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 trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption in preparing the Director's and Trustees report.



**DAVID TERRY (Senior Statutory Auditor)**  
for and on behalf of **RAMON LEE & PARTNERS**  
**CHARTERED ACCOUNTANTS**  
**STATUTORY AUDITOR**

**KEMP HOUSE**  
**152/160 CITY ROAD**  
**LONDON EC1V 2DW**  
**8<sup>TH</sup> SEPTEMBER 2015**

**THURROCK CVS (COUNCIL FOR VOLUNTARY SERVICE)**  
(A company limited by guarantee)

**CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES**

**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2015**

**SUMMARY INCOME AND EXPENDITURE ACCOUNT**

	Notes	Unrestricted Funds £	Restricted Funds £	2015 £	2014 £
<b>Incoming Resources</b>					
<b>Incoming resources from generated funds</b>					
Voluntary income					
Grants and contract income	2	70,694	-	70,694	78,000
Membership income		1,015	-	1,015	1,180
Activities for generating funds					
Investment Income	3	443	-	443	98
Other Income	4	12,119	7,945	20,064	17,131
<b>Incoming resources from charitable activities</b>					
Grants and contract income	2	282,210	707,871	990,081	272,992
Resource Centre Income	5	116,705	-	116,705	113,842
<b>Total Incoming Resources</b>		<b>483,186</b>	<b>715,816</b>	<b>1,199,002</b>	<b>483,243</b>
<b>Resources Expended</b>					
<b>Cost of generating voluntary income</b>					
Charitable Activities	6	3,713	-	3,713	-
Governance Costs	6	296,797	552,364	849,161	402,971
	6	8,926	-	8,926	9,389
<b>Total Resources Expended</b>		<b>309,436</b>	<b>552,364</b>	<b>861,800</b>	<b>412,360</b>
<b>Net Movement in Funds</b>		<b>173,750</b>	<b>163,452</b>	<b>337,202</b>	<b>70,883</b>
<b>Funds Brought Forward</b>		<b>105,642</b>	<b>721,652</b>	<b>827,294</b>	<b>756,411</b>
<b>Funds Carried Forward</b>		<b>279,392</b>	<b>885,104</b>	<b>1,164,496</b>	<b>827,294</b>

The Statement of Financial Activities includes all gains and losses recognised in the year.

All incoming resources and resources expended derive from continuing activities.

The notes on pages 15 to 27 form part of these financial statements

**THURROCK CVS (COUNCIL FOR VOLUNTARY SERVICE)**  
(A company limited by guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2015**

**SUMMARY INCOME AND EXPENDITURE ACCOUNT**

	Notes	Unrestricted Funds £	Restricted Funds £	2015 £	2014 £
<b>Incoming Resources</b>					
<b>Incoming resources from generated funds</b>					
Voluntary income					
Grants and contract income	2	70,694	-	70,694	78,000
Membership income		1,015	-	1,015	1,180
Activities for generating funds					
Investment Income	3	379	-	379	98
Other Income	4	19,692	7,945	27,637	23,733
<b>Incoming resources from charitable activities</b>					
Grants and contract income	2	156,759	707,871	864,630	205,712
Resource Centre Income	5	126,556	-	126,556	120,625
<b>Total Incoming Resources</b>		<b>375,095</b>	<b>715,816</b>	<b>1,090,911</b>	<b>429,348</b>
<b>Resources Expended</b>					
<b>Cost of generating voluntary income</b>					
Charitable Activities	6	3,713	-	3,713	-
Governance Costs	6	188,706	552,364	741,070	349,076
	6	8,926	-	8,926	9,389
<b>Total Resources Expended</b>		<b>201,345</b>	<b>552,364</b>	<b>753,709</b>	<b>358,465</b>
<b>Net Movement in Funds</b>		<b>173,750</b>	<b>163,452</b>	<b>337,202</b>	<b>70,883</b>
<b>Funds Brought Forward</b>		<b>105,642</b>	<b>721,652</b>	<b>827,294</b>	<b>756,411</b>
<b>Funds Carried Forward</b>		<b>279,392</b>	<b>885,104</b>	<b>1,164,496</b>	<b>827,294</b>

The Statement of Financial Activities includes all gains and losses recognised in the year.

All incoming resources and resources expended derive from continuing activities.

The notes on pages 15 to 27 form part of these financial statements

**THURROCK CVS (COUNCIL FOR VOLUNTARY SERVICE)**  
(A company limited by guarantee)


**GROUP BALANCE SHEET**

**AS AT 31<sup>ST</sup> MARCH 2015**

	Notes	2015 £	£	2014 £	£
<b>Fixed Assets</b>					
Tangible Fixed Assets	11		579,484		594,058
<b>Current Assets</b>					
Debtors	12	81,944		140,873	
Cash at bank and in hand		580,783		192,353	
		<u>662,727</u>		<u>333,226</u>	
<b>Creditors: due within one year</b>	13	<u>(77,715)</u>		<u>(99,990)</u>	
<b>Net Current Assets</b>			585,012		233,236
			<u>1,164,496</u>		<u>827,294</u>
<b>INCOME FUNDS</b>					
Unrestricted funds - General	14		262,204		91,864
- Designated	14		17,188		13,778
Restricted funds	14		885,104		721,652
			<u>1,164,496</u>		<u>827,294</u>

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime within Part 15 of the Companies Act 2006.

These accounts were approved by the Board of Directors and Trustees on 8<sup>th</sup> September 2015 and signed on its behalf by:

.....  
 Mike Kelly  
**Company No: 4300967**

The notes on pages 15 to 27 form part of these financial statements


**THURROCK CVS (COUNCIL FOR VOLUNTARY SERVICE)**  
(A company limited by guarantee)

**BALANCE SHEET AS AT 31<sup>ST</sup> MARCH 2015**

	Notes	2015 £	£	2014 £	£
<b>Fixed Assets</b>					
Tangible Fixed Assets	11		579,484		588,727
<b>Current Assets</b>					
Debtors	12	158,467		140,873	
Cash at bank and in hand		502,820		192,353	
		<u>661,287</u>		<u>333,226</u>	
<b>Creditors: due within one year</b>	13	<u>(76,275)</u>		<u>(94,659)</u>	
<b>Net Current Assets</b>			585,012		238,567
			<u>1,164,496</u>		<u>827,294</u>
<b>INCOME FUNDS</b>					
Unrestricted funds - General	14		262,204		91,864
- Designated	14		17,188		13,778
Restricted funds	14		885,104		721,652
			<u>1,164,496</u>		<u>827,294</u>

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime within Part 15 of the Companies Act 2006.

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 Mike Kelly  
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The notes on pages 15 to 27 form part of these financial statements

**THURROCK CVS (COUNCIL FOR VOLUNTARY SERVICE)**  
(A company limited by guarantee)

**NOTES TO THE ACCOUNTS**

**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2015**

**1. ACCOUNTING POLICIES**

**1.1 Basis of preparation of accounts**

The financial statements have been prepared under the historical cost convention in accordance with the Statement of Recommended Practice, Accounting and Reporting by Charities issued in March 2005, the Financial Reporting Standard for Smaller Entities (effective April 2008), applicable Accounting Standards and the Companies Act 2006.

**1.2 Group financial statements**

The group financial statements consolidate the accounts of Thurrock CVS (Council for Voluntary Service) (the 'company') and its wholly owned subsidiary, Healthwatch Thurrock C.I.C. The Directors have taken advantage of the provisions of Section 408 of the Companies Act 2006 and do not present an individual profit and loss account for the company.

**1.3 Incoming resources**

- Revenue grants, donations and similar income are credited to incoming resources when received or when they are receivable, unless they relate to a specified future period, in which case they are deferred.
- Capital grants for the purchase of fixed assets are credited to restricted incoming resources on the earlier date of when they are received or receivable. Depreciation on the related fixed assets is charged against the restricted fund.
- Contract income is recognised in the Statement of Financial Activities when earned.
- Membership income is credited to incoming resources in the year in which they are received, as in practice this represents a receivable basis.
- Interest receivable is credited to the Statement of Financial Activities when it is receivable.

**1.4 Volunteers and donated services and facilities**

The value of services provided by volunteers is not incorporated into these financial statements. There were no such donations during the year.

Where services are provided to the charity as a donation that would normally be purchased from our suppliers, this contribution is included in the financial statements at an estimate based on the value of the contribution to the charity. There were no such donations during the year.

**1.5 Resources expended**

Expenditure is recognised when a liability is incurred. Contractual arrangements are recognised as goods or services are supplied. Grant payments are recognised when a constructive obligation arises that results in the payment being unavoidable.

- Costs of generating funds are those cost incurred in attracting voluntary income, and those incurred in trading activities that raise funds.
- Charitable activities include expenditure associated with the main objectives of the charity and include both the direct costs and support costs relating to these activities.
- Governance costs include those incurred in the governance of the charity and its assets and are primarily associated with constitutional and statutory requirements.
- Support costs include central functions. Support costs are allocated at different percentages apportioned on a basis which is an estimate, based on staff time, of the amount attributable to each activity.

**1.6 Funds structure**

Funds held by the charity are either:

**Restricted funds** - Restricted funds represent grants and donations received which are allocated by the donor for specific purposes.

**Designated funds** - Designated funds represent funds set aside by the Trustees out of unrestricted funds for specific future purposes or projects.

**Unrestricted funds** - Unrestricted funds represent income, which is expendable at the discretion of the Trustees in the furtherance of the objects of the charity.



**THURROCK CVS (COUNCIL FOR VOLUNTARY SERVICE)**  
(A company limited by guarantee)

**NOTES TO THE ACCOUNTS (Cont/d)**

**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2015**

**1.7 Irrecoverable VAT**

All resources expended are classified under activity headings that aggregate all costs related to the category. Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

**1.8 Grants Payable**

Grants payable are recognised in the Financial Statements in the period in which the conditions for the payment of the award have been satisfied.

**1.9 Tangible fixed assets**

Tangible fixed assets are stated at cost less depreciation.

Depreciation is calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following basis:

- Leasehold Land & Buildings - On a straight line basis over its estimated remaining useful life of 42 years.
- Computer Equipment - 33% per annum on cost
- Fixtures & Office Equipment - 25% per annum on cost

The Trustees have set an amount of £1,000, being the value below which fixed assets purchased are not capitalised.

**1.10 Pension Costs**

The charity operates a contributory defined contribution pension scheme, the assets of which are held separately from those of the charity. Pension costs are charged to the SOFA in the period to which they relate.

**1.11 Operating Leases**

Rentals payable under operating leases are charged to the SOFA as incurred over the life of the lease.

**2. GRANTS AND CONTRACT INCOME**

	<b>GROUP</b>		<b>Total</b>	<b>Total</b>
	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>2015</b>	<b>2014</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Voluntary income</b>				
Thurrock Council	70,694	-	70,694	78,000
	<u>70,694</u>	<u>-</u>	<u>70,694</u>	<u>78,000</u>
<b>Incoming resources from charitable activities</b>				
<b>Grants payable</b>				
Thurrock Council	3,000	361,906	364,906	-
	<u>3,000</u>	<u>361,906</u>	<u>364,906</u>	<u>-</u>
<b>Infrastructure Support</b>				
Thurrock Council	15,000	70,000	85,000	64,131
Big Local Trust (Riverside Community)	-	(6,122)	(6,122)	15,224
	<u>15,000</u>	<u>63,878</u>	<u>78,878</u>	<u>79,355</u>
<b>Projects</b>				
Thurrock Council	264,210	241,500	505,710	187,447
Awards for All	-	9,975	9,975	-
Department for Education (via Contact a Family)	-	9,139	9,139	6,190
Department for Work & Pensions	-	21,473	21,473	-
	<u>264,210</u>	<u>282,087</u>	<u>546,297</u>	<u>193,637</u>
	<u>282,210</u>	<u>707,871</u>	<u>990,081</u>	<u>272,992</u>

**THURROCK CVS (COUNCIL FOR VOLUNTARY SERVICE)**  
(A company limited by guarantee)

**NOTES TO THE ACCOUNTS (Cont/d)**

**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2015**

**2. GRANTS AND CONTRACT INCOME (continued)**

	CHARITY			
	Unrestricted Funds £	Restricted Funds £	Total 2015 £	Total 2014 £
<b>Voluntary income</b>				
Thurrock Council	70,694	-	70,694	78,000
	<u>70,694</u>	<u>-</u>	<u>70,694</u>	<u>78,000</u>
<b>Incoming resources from charitable activities</b>				
<b>Grants payable</b>				
Thurrock Council	3,000	361,906	364,906	-
	<u>3,000</u>	<u>361,906</u>	<u>364,906</u>	<u>-</u>
<b>Infrastructure Support</b>				
Thurrock Council	15,000	70,000	85,000	64,131
Big Local Trust (Riverside Community)	-	(6,122)	(6,122)	15,224
	<u>15,000</u>	<u>63,878</u>	<u>78,878</u>	<u>79,355</u>
<b>Projects</b>				
Thurrock Council	138,759	241,500	380,259	120,167
Awards for All	-	9,975	9,975	-
Department for Education (Contact a Family)	-	9,139	9,139	6,190
Department for Work & Pensions	-	21,473	21,473	-
	<u>138,759</u>	<u>282,087</u>	<u>420,846</u>	<u>126,357</u>
	<u>156,759</u>	<u>707,871</u>	<u>864,630</u>	<u>205,712</u>

**3. INVESTMENT INCOME**

<b>GROUP</b>			
	<b>Unrestricted Funds £</b>	<b>Total 2015 £</b>	<b>Total 2014 £</b>
Bank interest	443	443	98
	<u>443</u>	<u>443</u>	<u>98</u>
<b>CHARITY</b>			
	<b>Unrestricted Funds £</b>	<b>Total 2015 £</b>	<b>Total 2014 £</b>
Bank interest	379	379	98
	<u>379</u>	<u>379</u>	<u>98</u>

**THURROCK CVS (COUNCIL FOR VOLUNTARY SERVICE)**  
(A company limited by guarantee)

**NOTES TO THE ACCOUNTS (Cont/d)**

**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2015**

**4. OTHER INCOME**

	<b>GROUP</b>			
	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total 2015</b>	<b>Total 2014</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Management and administration income	6,000	-	6,000	6,000
Sundry income	6,119	7,945	14,064	11,131
	<u>12,119</u>	<u>7,945</u>	<u>20,064</u>	<u>17,131</u>

	<b>CHARITY</b>			
	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total 2015</b>	<b>Total 2014</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Management and administration income	13,500	-	13,500	12,250
Sundry income	6,192	7,945	14,137	11,483
	<u>19,692</u>	<u>7,945</u>	<u>27,637</u>	<u>23,733</u>

Other income in the charity accounts includes inter-company charges of £73.

**5. RESOURCE CENTRE INCOME**

	<b>GROUP</b>		
	<b>Unrestricted Funds</b>	<b>Total 2015</b>	<b>Total 2014</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Resource Centre Income	104,727	104,727	104,972
Internal Income	11,978	11,978	8,870
	<u>116,705</u>	<u>116,705</u>	<u>113,842</u>

	<b>CHARITY</b>		
	<b>Unrestricted Funds</b>	<b>Total 2015</b>	<b>Total 2014</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Resource Centre Income	113,925	113,925	111,755
Internal Income	12,631	12,631	8,870
	<u>126,556</u>	<u>126,556</u>	<u>120,625</u>

Resource Centre Income comprises contributions towards running costs of the Beehive from other occupants and income from day / evening hire of rooms and the Community Hall.

Internal income comprises income for the provision of stationery, franking machine and photocopy services to members.

Resource centre income in the charity accounts includes inter-company charges of £9,851.

**THURROCK CVS (COUNCIL FOR VOLUNTARY SERVICE)**  
(A company limited by guarantee)

**NOTES TO THE ACCOUNTS (Cont'd)**

**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2015**

**6. COST OF ACTIVITIES**

GROUP	Healthwatch £	Voluntary Income £	Grants Payable £	Resource Centre £	Infrastructure Support £	Projects £	Governance £	Total 2015 £	Total 2014 £
<b>Costs directly allocated to activities:</b>									
Staff Costs	80,329	3,217	-	51,218	76,359	58,071	3,449	272,643	234,446
Direct costs incurred	15,443	-	-	65,760	10,927	75,170	-	167,300	110,505
Grants payable (Note 7)	-	-	354,918	-	-	-	-	354,918	-
Audit fees	1,440	-	-	-	-	-	4,920	6,360	5,640
Committee travel and other expenses	-	-	-	-	-	-	61	61	124
<b>Support costs allocated to activities:</b>									
Staff Costs	-	216	-	6,277	8,225	6,710	216	21,644	21,637
Premises Expenses	2,337	89	-	2,588	3,392	2,767	89	11,262	5,751
Communication & IT Costs	4,873	115	-	3,329	4,362	3,558	115	16,352	19,646
Other expenses	3,669	76	-	2,202	2,884	2,353	76	11,260	14,611
	<u>108,091</u>	<u>3,713</u>	<u>354,918</u>	<u>131,374</u>	<u>106,149</u>	<u>148,629</u>	<u>8,926</u>	<u>861,800</u>	<u>412,360</u>
<b>CHARITY</b>		<b>Voluntary Income £</b>	<b>Grants Payable £</b>	<b>Resource Centre £</b>	<b>Infrastructure Support £</b>	<b>Projects £</b>	<b>Governance £</b>	<b>Total 2015 £</b>	<b>Total 2014 £</b>
<b>Costs directly allocated to activities:</b>									
Staff Costs		3,217	-	51,218	76,359	58,071	3,449	192,314	160,106
Direct costs incurred		-	-	65,760	10,927	75,170	-	151,857	148,792
Grants payable (Note 7)		-	354,918	-	-	-	-	354,918	-
Audit fees		-	-	-	-	-	4,920	4,920	4,200
Committee travel and other expenses		-	-	-	-	-	61	61	124
<b>Support costs allocated to activities:</b>									
Staff Costs		216	-	6,277	8,225	6,710	216	21,644	21,637
Premises Expenses		89	-	2,588	3,392	2,767	89	8,925	5,751
Communication & IT Costs		115	-	3,329	4,362	3,558	115	11,479	9,784
Other expenses		76	-	2,202	2,884	2,353	76	7,591	8,071
		<u>3,713</u>	<u>354,918</u>	<u>131,374</u>	<u>106,149</u>	<u>148,629</u>	<u>8,926</u>	<u>753,709</u>	<u>358,465</u>

Support costs have been allocated on the basis of staff time relating to each activity.

**THURROCK CVS (COUNCIL FOR VOLUNTARY SERVICE)**  
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**NOTES TO THE ACCOUNTS (Cont/d)**

**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2015**

**7. GRANTS PAYABLE**

		Grants to institutions £
<u>Organisation</u>	<u>Activity</u>	
Barn Bus Trust	Health and Wellbeing	2,000
Batias	Health and Wellbeing	5,000
Blackshots Senior Citizens Bowling Club	Sports and Leisure	750
Chadwell St Mary Community Forum	Community Development	5,000
Headway Essex	Health and Wellbeing	5,000
ngage Thurrock Ltd	Community Development & Health and Wellbeing	52,566
One Community Development Trust	Community Development & Health and Wellbeing	4,470
Oshupa the Moonlight Organisation	Health and Wellbeing & Education and Training	9,330
South Essex Rape & Incest Crisis Centre	Social Care & Health and Wellbeing	63,443
South Ockendon Community Forum	Community Development & Health and Wellbeing	5,000
Special Needs Activity Club	Health and Wellbeing	1,088
Tai Chi for Health Essex	Health and Wellbeing & Sports and Leisure	4,000
The Martial Academy	Community Development & Health and Wellbeing	5,000
The Re-Use Partnership	Environment and Sustainability	17,704
Thurrock African Group	Community Development & Health and Wellbeing	2,500
Thurrock Arts Council	Arts and Heritage	10,876
Thurrock Asian Association	Community Development & Health and Wellbeing	2,500
Thurrock District Scout Council	Youth Activities	16,722
Thurrock Eastern European Group	Health and Wellbeing	5,000
Thurrock Golden Voices	Health and Wellbeing	4,644
Thurrock Lawn Tennis Club	Sports and Leisure	4,304
Thurrock Model Flying Club	Sports and Leisure	693
Thurrock Nepalese Gurkha Community	Community Development & Health and Wellbeing	4,500
Thurrock Open Door	Health and Wellbeing	38,066
Thurrock Play Network	Sports and Leisure & Health and Wellbeing	33,171
Thurrock Racial Unity Support Taskgroup (TRUST)	BME Support Services	40,863
Thurrock Sports Council	Sports and Leisure	6,888
Tilbury Riverside Project	Community Development & Health and Wellbeing	3,840
<b>Total grants expended</b>		<b>354,918</b>

**THURROCK CVS (COUNCIL FOR VOLUNTARY SERVICE)**  
(A company limited by guarantee)

**NOTES TO THE ACCOUNTS (Cont/d)**

**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2015**

**8. NET INCOME FROM TRADING ACTIVITIES OF SUBSIDIARY**

The wholly-owned trading subsidiary, Healthwatch Thurrock C.I.C, is registered in England and Wales. The principal activity of the subsidiary company is that of enabling people, communities and organisations in Thurrock to have a say and influence the planning, commissioning and delivery of Health and Social Care services to improve the health and wellbeing of patients, the public and service users.

The charity is the sole member of Healthwatch Thurrock C.I.C. Audited accounts are filed with the Registrar of Companies. A summary of the trading results for the year ended 31<sup>st</sup> March 2015 is shown below:

<b>SUMMARY PROFIT AND LOSS ACCOUNT:</b>	<b>2015 £</b>	<b>2014 £</b>
<b>Turnover</b>	240,710	115,796
Cost of sales and administration costs	240,710	115,796
<b>Net profit</b>	<u>-</u>	<u>-</u>
 <b>The assets and liabilities of the subsidiary were:</b>		
Fixed assets	-	5,331
Current assets	77,963	61,521
Current liabilities	(77,963)	(66,852)
<b>Total net assets</b>	<u>-</u>	<u>-</u>
 <b>Aggregate share capital and reserves</b>	<u>-</u>	<u>-</u>

**9. OPERATING SURPLUS**

Operating surplus is shown after charging:	<b>2015 £</b>	<b>2014 £</b>
Depreciation	18,170	17,716
Operating lease	2,024	-
Auditors' remuneration	6,360	5,640
	<u>26,554</u>	<u>23,356</u>

**10. DIRECTORS AND EMPLOYEES**

<b>STAFF COSTS</b>	<b>2015 £</b>	<b>2014 £</b>
Gross wages and salaries	260,386	222,959
Employer's national insurance	21,785	17,396
Pension contributions	8,407	5,030
	<u>290,578</u>	<u>245,385</u>

As a charity, no director received any remuneration in the year (2014 - £nil). No employee received remuneration in excess of £60,000 during the year the average monthly number of staff employed, calculated as full time equivalent, during the year was as follows:

	<b>2015</b>	<b>2014</b>
The average monthly number of employees during the year	<u>10.0</u>	<u>8.5</u>

**THURROCK CVS (COUNCIL FOR VOLUNTARY SERVICE)**  
(A company limited by guarantee)

**NOTES TO THE ACCOUNTS (Cont/d)**

**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2015**

**11. TANGIBLE FIXED ASSETS**

	<b>Freehold Land &amp; Buildings £</b>	<b>GROUP Fixture, Fittings &amp; Equipment £</b>	<b>Total £</b>
<b>Cost</b>			
At 1 April 2014	1,284,464	90,709	1,375,173
Additions	-	3,596	3,596
At 31 March 2015	<u>1,284,464</u>	<u>94,305</u>	<u>1,378,769</u>
<b>Depreciation</b>			
At 1 April 2014	698,744	82,371	781,115
Charge for the year	14,280	3,890	18,170
At 31 March 2015	<u>713,024</u>	<u>86,261</u>	<u>799,285</u>
<b>Net book value</b>			
At 31 March 2015	<u>571,440</u>	<u>8,044</u>	<u>579,484</u>
At 31 March 2014	<u>585,720</u>	<u>8,338</u>	<u>594,058</u>

	<b>Freehold Land &amp; Buildings £</b>	<b>CHARITY Fixture, Fittings &amp; Equipment £</b>	<b>Total £</b>
<b>Cost</b>			
At 1 April 2014	1,284,464	83,050	1,367,514
Additions	-	6,614	6,614
At 31 March 2015	<u>1,284,464</u>	<u>89,664</u>	<u>1,374,128</u>
<b>Depreciation</b>			
At 1 April 2014	698,744	80,043	778,787
Charge for the year	14,280	1,577	15,857
At 31 March 2015	<u>713,024</u>	<u>81,620</u>	<u>794,644</u>
<b>Net book value</b>			
At 31 March 2015	<u>571,440</u>	<u>8,044</u>	<u>579,484</u>
At 31 March 2014	<u>585,720</u>	<u>3,007</u>	<u>588,727</u>

At 31 March 2013 the charity's interest in the Beehive was subject to an impairment review in accordance with Financial Reporting Standard 11, Impairment of Fixed Assets. This review resulted in a write down in the carrying value of the building to £600,000 based upon its future net earning potential over the remaining useful life.

During the year to 31 March 2014 agreement in principle was reached with the freehold owner of the Beehive to transfer its beneficial interest in the property to the charity for a peppercorn and exchange and completion of this transaction occurred during the course of 2014-15.

**THURROCK CVS (COUNCIL FOR VOLUNTARY SERVICE)**  
(A company limited by guarantee)

**NOTES TO THE ACCOUNTS (Cont/d)**

**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2015**

**12. DEBTORS**

	<b>GROUP</b>		<b>CHARITY</b>	
	<b>2015</b>	<b>2014</b>	<b>2015</b>	<b>2014</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Trade debtors	78,244	137,816	78,244	137,816
Amounts due to subsidiary undertaking	-	-	76,523	-
Other debtors and prepayments	3,700	3,057	3,700	3,057
	<u>81,944</u>	<u>140,873</u>	<u>158,467</u>	<u>140,873</u>

**13. CREDITORS: amounts falling due within one year**

	<b>GROUP</b>		<b>CHARITY</b>	
	<b>2015</b>	<b>2014</b>	<b>2015</b>	<b>2014</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Trade creditors	20,343	8,008	20,343	8,008
Taxation and social security	6,777	4,977	6,777	4,977
Amounts due to subsidiary undertaking	-	-	-	61,521
Other creditors	1,759	-	1,759	-
Accruals	44,224	9,595	42,784	8,153
Deferred income (note 16)	4,612	77,410	4,612	12,000
	<u>77,715</u>	<u>99,990</u>	<u>76,275</u>	<u>94,659</u>



**THURROCK CVS (COUNCIL FOR VOLUNTARY SERVICE)**  
(A company limited by guarantee)

**NOTES TO THE ACCOUNTS (Cont/d)**

**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2015**

**14. MOVEMENTS IN FUNDS**

<b>GROUP</b>	<b>Balance at 01.04.2014 £</b>	<b>Incoming resources £</b>	<b>Outgoing resources £</b>	<b>Transfer £</b>	<b>Balance at 31.03.2015 £</b>
<b>Restricted funds</b>					
Resource Centre (Building)	585,720	-	14,280	-	571,440
Faith Matters	9,615	-	560	-	9,055
South Ockendon Centre	4,879	34,412	7,772	-	31,519
Small Sparks Fund	11,250	-	1,500	-	9,750
Big Local Trust (Riverside Community)	10,675	(6,122)	4,553	-	-
Parents Participation Group	20,538	9,139	18,889	-	10,788
Community Roll Out Program	30,975	13,360	27,338	-	16,997
Community Hub Capacity Building	-	70,000	60,625	-	9,375
Project Development -Community Builder	48,000	-	28,223	-	19,777
VSDF Funding	-	356,906	345,601	-	11,305
Chadwell St Mary Community Centre	-	16,640	3,313	-	13,327
Public Health - Healthy Weight grant program	-	67,500	13,380	-	54,120
Public Health - Mental Health grant program	-	119,000	-	-	119,000
Orsett & Grays Central Forum	-	3,533	-	-	3,533
Flexible Support Fund - Positive Futures -DWP	-	21,473	16,355	-	5,118
Social Values - Awards for All	-	9,975	9,975	-	-
	<u>721,652</u>	<u>715,816</u>	<u>552,364</u>	<u>-</u>	<u>885,104</u>
<b>Designated funds</b>					
Building maintenance fund	13,778	-	-	3,410	17,188
	<u>13,778</u>	<u>-</u>	<u>-</u>	<u>3,410</u>	<u>17,188</u>
<b>General funds</b>	91,864	483,186	309,436	(3,410)	262,204
<b>Total unrestricted funds</b>	<u>105,642</u>	<u>483,186</u>	<u>309,436</u>	<u>-</u>	<u>279,392</u>
<b>Total funds</b>	<u>827,294</u>	<u>1,199,002</u>	<u>861,800</u>	<u>-</u>	<u>1,164,496</u>

<b>CHARITY</b>	<b>Balance at 01.04.2014 £</b>	<b>Incoming resources £</b>	<b>Outgoing resources £</b>	<b>Transfer £</b>	<b>Balance at 31.03.2015 £</b>
<b>Restricted funds</b>					
Resource Centre (Building)	585,720	-	14,280	-	571,440
Faith Matters	9,615	-	560	-	9,055
South Ockendon Centre	4,879	34,412	7,772	-	31,519
Small Sparks Fund	11,250	-	1,500	-	9,750
Big Local Trust (Riverside Community)	10,675	(6,122)	4,553	-	-
Parents Participation Group	20,538	9,139	18,889	-	10,788
Community Roll Out Program	30,975	13,360	27,338	-	16,997
Community Hub Capacity Building	-	70,000	60,625	-	9,375
Project Development -Community Builder	48,000	-	28,223	-	19,777
VSDF Funding	-	356,906	345,601	-	11,305
Chadwell St Mary Community Centre	-	16,640	3,313	-	13,327
Public Health - Healthy Weight grant program	-	67,500	13,380	-	54,120
Public Health - Mental Health grant program	-	119,000	-	-	119,000
TAF Funding	-	3,533	-	-	3,533
Flexible Support Fund - Positive Futures -DWP	-	21,473	16,355	-	5,118
Social Values - Awards for All	-	9,975	9,975	-	-
	<u>721,652</u>	<u>715,816</u>	<u>552,364</u>	<u>-</u>	<u>885,104</u>
<b>Designated funds</b>					
Building maintenance fund	13,778	-	-	3,410	17,188
	<u>13,778</u>	<u>-</u>	<u>-</u>	<u>3,410</u>	<u>17,188</u>
<b>General funds</b>	91,864	375,095	201,345	(3,410)	262,204
<b>Total unrestricted funds</b>	<u>105,642</u>	<u>375,095</u>	<u>201,345</u>	<u>-</u>	<u>279,392</u>
<b>Total funds</b>	<u>827,294</u>	<u>1,090,911</u>	<u>753,709</u>	<u>-</u>	<u>1,164,496</u>

**THURROCK CVS (COUNCIL FOR VOLUNTARY SERVICE)**  
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**NOTES TO THE ACCOUNTS (Cont/d)**  
**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2015**

**14. MOVEMENTS IN FUNDS (continued)**

**Purpose of restricted funds:**

**Resource Centre**

The Beehive provides office, meeting and training accommodation for voluntary and community groups in Thurrock. The building opened in 2005 and is now an asset of Thurrock CVS as part of an asset transfer of the freehold from Thurrock Council.

**Faith Matters**

Thurrock Faith Matters is a community group which seeks to represent the voice of faith-based community groups within Thurrock. Thurrock CVS provides web infrastructure and support to the group for which it has received funding from Thurrock Council for two years from 1 April 2012. All funds are ring-fenced for the activities of Thurrock Faith Matters.

**South Ockendon Centre**

The South Ockendon Centre was the first of a series of community hubs to be set up in Thurrock and is a joint venture partnership between Thurrock Council, Thurrock CVS and South Ockendon Community Forum. The purpose of the Centre is to provide a focal point within the local community, where local residents can seek advice or signposting from Third Sector or Statutory organisations, access services online, join groups and activities and strengthen the community to become more resourceful and resilient.

**Small Sparks fund**

Small Sparks Matching Funds offers funding for new one-off projects in Thurrock's Communities that bring residents together to work on the things that matter to them and their community. The overall fund is matched 1:1 with community contribution in the form of resident time.

**Big Local Trust (Riverside community)**

Big Local is an opportunity for residents of the Grays Riverside area to use at least £1m to make a massive and lasting positive difference to their community. It's about bringing together all the local talent, ambitions, skills and energy from individuals, groups and organisations who want to make their area an even better place to live. Until the 31<sup>st</sup> March 2015 we act as the trusted organisation to administer the finances for the Big Local, un-spent funds were transferred to Big Local as at 31<sup>st</sup> March 2015.

**Parent Participation Group**

Parent Participation Group is a steering group of parents of disabled children and young people. The group is independent and allows parents to have their say on important issues that affect them. We act as host organisation and employ the member of staff who reports directly to the chair of the steering group.

**Community Hub Roll Out Program**

This programme brings together statutory bodies, local communities and the voluntary sector to deliver services, information and advice in a more holistic way. We are currently working with 5 community forums to establish a hub in their area. These funds are seed funding and capacity building for the programme in each area.

**Project Development Community Builder**

As part of the Asset Based Community Development programme, it was agreed by the Stronger Together partnership to pilot two areas (Stifford Clay and South Ockendon) with two community builders. The community builders came into post on 1<sup>st</sup> August 2014.

**VSDF Funding**

Voluntary Sector Development fund was Thurrock Council's corporate grants programme, as part of Thurrock council's transformation programme, the council considered how existing commitments were decommissioned and resources redirected to support community led solutions. The Corporate voluntary Sector Grants programme was a key element of support underpinning a number of voluntary organisations in Thurrock. With the input from the Joint Strategic Forum in shaping the approach of 80% of the fund ring-fenced to existing organisations and the remainder 20% supporting community groups. The programme was transferred from Thurrock Council on 1<sup>st</sup> April 2014.

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**NOTES TO THE ACCOUNTS (Cont/d)**

**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2015**

**14. MOVEMENTS IN FUNDS (continued)**

**Chadwell St Mary Community Centre**

As part of the Community Hubs rollout programme, Chadwell St Mary Centre received funding to support the employment of a centre co-ordinator; payroll and HR are administered by Thurrock CVS on behalf of Chadwell St Mary Centre.

**Public Health – Healthy Weight grant program**

Thurrock CVS are administering grants on behalf of Thurrock Council Public Health for community groups and organisations to deliver a programme of activities to help reduce obesity in Thurrock

**Public Health – Mental Health grant program**

Thurrock CVS are administering grants on behalf of Thurrock Council Public Health for community groups and organisations to deliver a programme of activities and services targeted for citizens in Thurrock experiencing mental health conditions.

**TAF Funding**

Funding held on behalf of Grays and Orsett Forums.

**Flexible Support Fund – Positive Futures -DWP**

A partnership comprising of 5 organisations to deliver activities to residents within South Ockendon and Belhus aged 50+ to assisting them into work, training or volunteering.

**Social Values – Awards for All**

As a result of the Social Values framework, this fund provided training for voluntary sector organisations and statutory providers commissioning teams.

**Purpose of designated funds:**

**Building Maintenance**

The Designated Fund is a sinking fund for future major repairs and renewals to the Beehive which was established in 2011-12.

**15. ANALYSIS OF FUND BALANCES BETWEEN NET ASSETS**

	GROUP			Total £
	General £	Designated £	Restricted £	
Tangible fixed assets	8,044	-	571,440	579,484
Net current assets	254,160	17,188	313,664	585,012
	<u>262,204</u>	<u>17,188</u>	<u>885,104</u>	<u>1,164,496</u>

	CHARITY			Total £
	General £	Designated £	Restricted £	
Tangible fixed assets	8,044	-	571,440	579,484
Net current assets	254,160	17,188	313,664	585,012
	<u>262,204</u>	<u>17,188</u>	<u>885,104</u>	<u>1,164,496</u>

**THURROCK CVS (COUNCIL FOR VOLUNTARY SERVICE)**  
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**NOTES TO THE ACCOUNTS (Cont'd)**

**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2015**

**15. DEFERRED INCOME**

	2015 £	2014 £
Balance as at 1st April	77,410	33,000
Amount released to income in the year	(77,410)	(33,000)
Amount deferred in the year	4,612	77,410
Balance as at 31st March	<u>4,612</u>	<u>77,410</u>

Deferred income represent premises hire income received by Thurrock CVS of £4,612 in advance for 2015/16.

**16. PENSION COSTS**

The charity operates a defined contribution pension scheme and also contributes to suitable personal pension schemes of employees. Contributions are charged to the Statement of Financial Activities in the period to which they relate. The charge for the year was £8,407(2014: £5,030).

**17. SHARE CAPITAL**

The charity does not have a share capital and is limited by guarantee. In the event of the charity being wound up, the maximum amount, which each member is liable to contribute is £1.

**18. CAPITAL COMMITMENTS**

At both 31 March 2014 and 2015, the charity had no capital commitments.

**19. OPERATING LEASES**

The amounts payable in the next year in respect of an operating lease for a photocopier is shown below analysed according to the expiry date of the lease.

	<b>Plant &amp; Machinery</b>	
	2015 £	2014 £
In two to five years	2,034	-
	<u>2,034</u>	<u>1,465</u>

**20. RELATED PARTIES**

There was no remuneration paid to the Trustees in either year. Two Trustees received £61 (2014: two trustees £63) in reimbursed expenses for attending Trustee meetings during the year.

No Trustee received any remuneration during the year (2014 - £nil).

**21. SUBSEQUENT EVENTS**

The Charity's subsidiary Healthwatch Thurrock C.I.C discontinued its activities during the year and transferred its assets to the Charity as at 31st March 2015. During the year Healthwatch Thurrock C.I.C operated the Healthwatch project on behalf of Thurrock CVS. As at 31st March 2015 the unspent grant has been transferred to Thurrock CVS, who will be fulfilling the contract obligation in the future.