

Volunteering in Health
Unaudited Financial Statements
31 March 2020

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Volunteering in Health

Financial Statements

Year ended 31 March 2020

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Volunteering in Health

Trustees' Annual Report

Year ended 31 March 2020

The trustees present their report and the unaudited financial statements of the charity for the year ended 31 March 2020.

Reference and administrative details

Registered charity name Volunteering in Health

Charity registration number 1182615

Principal office Coastal Information Centre
Teignmouth Hospital
Mill Lane
Teignmouth
Devon
TQ14 9BQ
United Kingdom

The trustees

A Meyrick	(Appointed 1 April 2019)
K Goodsell	(Appointed 1 April 2019)
	(Appointed 1 April 2019 and appointment ceased 6 August 2020)
A Davies	(Appointed 1 April 2019)
M Grossmann	(Appointed 1 April 2019)
J Falcao	(Appointed 1 April 2019)
A Upton	(Appointed 1 April 2019)
A Hinch	(Appointed 1 April 2019)
A Oakley	(Appointed 13 September 2019)
	(Appointed 1 April 2019 and resigned 12 February 2020)
N Howell	

Accountants

Thomas Westcott
Chartered accountant
26-28 Southernhay East
Exeter
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Volunteering in Health

Trustees' Annual Report *(continued)*

Year ended 31 March 2020

Structure, governance and management

Volunteering in Health is constituted as a Charitable Incorporated Organisation (CIO) and is subject to charity law. It was established by a charitable deed and registered on 25th March 2019. A charity of the same name (charity registration number 1136804) transferred its activities to the CIO on 1st April 2019. The existing Management Committee was originally set up in October 2009 under the original charity to reflect the needs of people who live in the Teignbridge areas of Dawlish, Teignmouth, Shaldon, Bishopsteignton and Chudleigh.

Volunteering in Health Management Committee

Volunteering in Health is governed by a Management Committee which meets six times a year.

Andy Davies (Chair to 6 August 2020)
Manuela Grossmann (Vice-Chair and Acting Chair from 6 August 2020)
Ann Meyrick (Secretary)
Ken Goodsell
Judy Falcao
Alison Hinch
Alison Upton
Alwyn Oakley
Manager: Chloe Myers

Trustees are appointed for an initial term of three years, with a maximum period of service of two further terms of three years. The process for recruiting new Trustees is based on an evaluation of the balance of diverse skills and experience needed to govern the charity.

Objectives and activities

Volunteering in Health was set up to meet its charitable objectives in the following terms:- The relief of sickness and the preservation, protection and promotion of good health and wellbeing of the community in the general area of Teignbridge. - The provision of advice and information services to patients, carers and families, complementing services provided by the statutory sector.

Volunteering in Health

Trustees' Annual Report *(continued)*

Year ended 31 March 2020

Achievements and performance

Volunteering in Health has continued to support lonely and isolated people in Teignmouth, Dawlish and Chudleigh to live more safely, happily and independently in their own homes this year. The model of providing different levels of personalised support to individual clients is working really well, with Link Workers supporting a large amount of people by connecting them to the correct services and activities for them; Support Workers providing low level long term support, and Wellbeing Co-ordinators providing short term intensive support for people wanting to make significant changes to their lives and take more control of and responsibility for their own health and wellbeing. All Primary Care Networks across the country have now recruited Social Prescribing Link Workers and Volunteering in Health continues to be seen as a leading example of how Social Prescribing and Integrated Partnership working should be done.

Near the end of the financial year, on 17th March 2020, the Volunteering in Health office closed due to the Covid-19 pandemic. 13 staff (2.5 FTE) were subsequently furloughed with effect from 6th April 2020, leaving a core team of 10 staff (4.8 FTE) who continued to work from home supporting many of the most vulnerable people in our community through an incredibly difficult time. During March, referrals more than trebled, but so did volunteer enquiries, as the community really banded together to support each other. The team equally came together and supported each other as some were furloughed, others were now living alone and feeling very isolated themselves, and more still were trying to balance work and home schooling.

Volunteering in Health

Trustees' Annual Report *(continued)*

Year ended 31 March 2020

Financial review

We have changed how we record our finances this year to better reflect the needs of the charity. A 20% cross charge is now taken from all income to go towards overheads costs and this will be written into future grant applications. These are for the costs that would still be incurred no matter what services we provide and include: management and administrative costs; volunteer recruitment and retention costs; fundraising and marketing costs; insurance. This cross charge contributed £41k for this year, which, along with a further £34k from fundraising and grants, covered the overheads costs for the year.

Total grants received for our Wellbeing Services were in excess of £108k this year. 68% of this income came through The Wellbeing Partnership. This funding supports all of our staff who provide 1:1 support to people to improve their health and wellbeing. It has also been decided that any unspent and unrestricted funds left at the end of the year will be carried over as designated funds to be spent as required to provide Wellbeing Services. This year we will be carrying forward £29k in this way.

Our Transport and Home Help services brought in around £34k each this year, and, after taking into account the new overheads cross charge, both made a small loss of around £1k each. Going into 2020-21 the charges for these services have been reviewed and increased accordingly. The Sitting Service brought in nearly £2k surplus.

At Financial Year end we have funds of £189k in the bank. This is an increase on last year's end of year figure of £174k under our previous Charity no:1136804. A total of £174,722 was the final balance of funds transferred to the new CIO no: 1182615 effective from 1st April 2019.

Current projections for Income and Expenditure indicate we will have sufficient funds to continue running our key services for approximately 3 years before we would hit our reserves.

Reserves policy

The policy of the charity is that unrestricted funds which have not been designated for a specific purpose should be maintained at £75,000, which is equivalent to six months' running costs, plus the amount required for redundancy payments. This policy will allow the Trustees a specific time frame to find additional funding or wind up the organisation and have adequate provisions for redundancy costs and any contractual obligations. This fund is, and will, remain invested to ensure growth.

Change to Chair of Trustees

We are incredibly sad to inform you that our Chair of Trustees, Andy Davies, passed away on 6th August 2020. Andy and his partner Ann have been involved with Volunteering in Health in one way or another since the very early days – back when we were squashed into a cupboard-sized office in the hospital! As well as being our Chair, Andy was involved with Bitton Park Bowling Club and the Patient Participation Group for Channel View Surgery. He will be greatly missed by our whole community. Our Vice-Chair, Manuela Grossmann, will be Acting Chair for the time being and we do not anticipate that this will bring any major changes to how the charity is run.

Trustees' responsibilities statement

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, of the charity for that period.

Volunteering in Health

Trustees' Annual Report *(continued)*

Year ended 31 March 2020

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the applicable Charities SORP;
- make judgments and accounting 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 charity will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the Trust Deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

M Grossman
Trustee

Volunteering in Health

Independent Examiner's Report to the Trustees of Volunteering in Health

Year ended 31 March 2020

I report to the trustees on my examination of the financial statements of Volunteering in Health ('the charity') for the year ended 31 March 2020.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

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

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

Shona Godefroy FCCA
Independent Examiner

For and on behalf of
Thomas Westcott Chartered Accountants
26-28 Southernhay East
Exeter
Devon
EX1 1NS

Volunteering in Health

Statement of Financial Activities

Year ended 31 March 2020

		Unrestricted funds	2020 Restricted funds	Total funds
	Note	£	£	£
Income and endowments				
Donations and legacies	4	22,293	12,603	34,896
Charitable activities	5	81,617	114,467	196,084
Investment income	6	1,698	–	1,698
Other income	7	174,722	–	174,722
Total income		<u>280,330</u>	<u>127,070</u>	<u>407,400</u>
Expenditure				
Expenditure on charitable activities	8,9	107,185	97,673	204,858
Total expenditure		<u>107,185</u>	<u>97,673</u>	<u>204,858</u>
Net income and net movement in funds		<u>173,145</u>	<u>29,397</u>	<u>202,542</u>
Reconciliation of funds				
Total funds brought forward		–	–	–
Total funds carried forward		<u>173,145</u>	<u>29,397</u>	<u>202,542</u>

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

The notes on pages 9 to 16 form part of these financial statements.

Volunteering in Health

Statement of Financial Position

31 March 2020

	Note	2020 £
Fixed assets		
Tangible fixed assets	15	15,792
Current assets		
Debtors	16	6,132
Cash at bank and in hand		189,204
		<u>195,336</u>
Creditors: amounts falling due within one year	17	<u>8,586</u>
Net current assets		186,750
Total assets less current liabilities		<u>202,542</u>
Net assets		<u>202,542</u>
Funds of the charity		
Restricted funds		29,397
Unrestricted funds		173,145
Total charity funds	20	<u>202,542</u>

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

M Grossman
Trustee

The notes on pages 9 to 16 form part of these financial statements.

Volunteering in Health

Notes to the Financial Statements

Year ended 31 March 2020

1. General information

The charity is a public benefit entity and a registered charity in England and Wales and is unincorporated. The address of the principal office is Coastal Information Centre, Teignmouth Hospital, Mill Lane, Teignmouth, Devon, TQ14 9BQ, United Kingdom.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)) and the Charities Act 2011.

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis.

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

Going concern

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

Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Fund accounting

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

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

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

Volunteering in Health

Notes to the Financial Statements *(continued)*

Year ended 31 March 2020

3. Accounting policies *(continued)*

Incoming resources

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

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

Resources expended

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

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

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

Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses.

Volunteering in Health

Notes to the Financial Statements *(continued)*

Year ended 31 March 2020

3. Accounting policies *(continued)*

Depreciation

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

Motor vehicles	-	25% reducing balance
Equipment	-	25% reducing balance

Financial instruments

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

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

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

Debt instruments are subsequently measured at amortised cost.

Defined contribution plans

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

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

4. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Donations			
Donations	19,236	12,603	31,839
Gift aid	3,057	–	3,057
	<u>22,293</u>	<u>12,603</u>	<u>34,896</u>

Volunteering in Health

Notes to the Financial Statements *(continued)*

Year ended 31 March 2020

5. Charitable activities

	Unrestricted Funds	Restricted Funds	Total Funds 2020
	£	£	£
Grant income	7,300	113,672	120,972
Fundraising activities	7,255	–	7,255
Transport	33,388	–	33,388
Home help	31,534	–	31,534
Memory services	(280)	–	(280)
Sitting service	2,333	–	2,333
HOPE course	–	726	726
Other income	87	69	156
	<u>81,617</u>	<u>114,467</u>	<u>196,084</u>

6. Investment income

	Unrestricted Funds	Total Funds 2020
	£	£
Bank interest receivable	<u>1,698</u>	<u>1,698</u>

7. Other income

	Unrestricted Funds	Total Funds 2020
	£	£
Transfer from Volunteering in Health	<u>174,722</u>	<u>174,722</u>

8. Expenditure on charitable activities by fund type

	Unrestricted Funds	Restricted Funds	Total Funds 2020
	£	£	£
Charitable activities	52,708	97,673	150,381
Support costs	54,477	–	54,477
	<u>107,185</u>	<u>97,673</u>	<u>204,858</u>

9. Expenditure on charitable activities by activity type

	Activities undertaken directly	Support costs	Total Funds 2020
	£	£	£
Provision of services	<u>150,381</u>	<u>54,477</u>	<u>204,858</u>

Volunteering in Health

Notes to the Financial Statements *(continued)*

Year ended 31 March 2020

10. Analysis of support costs

	Provision of services £	Total 2020 £
Accountancy	3,408	3,408
Marketing	2,557	2,557
General	715	715
Phone and IT	2,784	2,784
Postage and stationery	994	994
Room hire	442	442
Salaries and wages	43,336	43,336
Staff expenses	241	241
	<u>54,477</u>	<u>54,477</u>

11. Net income

Net income is stated after charging/(crediting):

	2020
	£
Depreciation of tangible fixed assets	<u>5,263</u>

12. Independent examination fees

	2020
	£
Fees payable to the independent examiner for: Independent examination of the financial statements	<u>1,900</u>

13. Staff costs

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

	2020
	£
Wages and salaries	151,174
Social security costs	2,630
Employer contributions to pension plans	871
	<u>154,675</u>

The average head count of employees during the year was 23.

The average head count of full-time equivalent employees during the year was 8 (For Charity no: 1182615 - 2019: Nil, under previous Charity no: 1136804 - 2019: 6 FTE)

No employee received employee benefits of more than £60,000 during the year (2019: Nil).

14. Trustee remuneration and expenses

No remuneration or other benefits from employment with the charity or a related entity were received by the trustees during the year to 31 March 2020.

Volunteering in Health

Notes to the Financial Statements *(continued)*

Year ended 31 March 2020

15. Tangible fixed assets

	Motor vehicles £	Equipment £	Total £
Cost			
At 1 April 2019	–	–	–
Additions	4,997	16,058	21,055
At 31 March 2020	<u>4,997</u>	<u>16,058</u>	<u>21,055</u>
Depreciation			
At 1 April 2019	–	–	–
Charge for the year	1,249	4,014	5,263
At 31 March 2020	<u>1,249</u>	<u>4,014</u>	<u>5,263</u>
Carrying amount			
At 31 March 2020	<u>3,748</u>	<u>12,044</u>	<u>15,792</u>

16. Debtors

	2020
	£
Trade debtors	875
Prepayments and accrued income	5,257
	<u>6,132</u>

17. Creditors: amounts falling due within one year

	2020
	£
Trade creditors	416
Accruals and deferred income	7,263
Social security and other taxes	907
	<u>8,586</u>

18. Deferred income

	2020
	£
Amount deferred in year	<u>4,800</u>

The above deferred income relates to funding that has been received to provide services over a set period of time. The deferrals match the income to the period of service provision.

19. Pensions and other post retirement benefits

Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £871.

Volunteering in Health

Notes to the Financial Statements *(continued)*

Year ended 31 March 2020

20. Analysis of charitable funds

Unrestricted Funds

	At 1 April 2019	Income	Expenditure	At 31 March 2020
	£	£	£	£
General funds	–	280,330	(107,185)	173,145

Included within unrestricted funds are the following in relation to designated funds:

	As at 1 April 2019	Income	Expenditure	Transfers	At 31 March 2020
	£	£	£	£	£
Designated funds	–	–	(994)	1,000	6

The designated fund relates to monies raised from the Trim Teign group and was designated at the start of 19/20 to cover the costs of running the post-HOPE groups. £1,000 has been transferred from unrestricted funds to designated funds during the year.

Restricted funds

	At 1 April 2019	Income	Expenditure	At 31 March 2020
	£	£	£	£
End of Life	–	22,697	(11,993)	10,704
Home from Hospital	–	22,288	(18,601)	3,687
Link Worker	–	14,273	(12,131)	2,142
Memory Services	–	25,189	(18,254)	6,935
Wellbeing Co-ordinators	–	41,923	(36,371)	5,552
Wholife	–	700	(323)	377
	–	127,070	(97,673)	29,397

End of Life

End of life funding has been provided to assist in the provision of end of life care for beneficiaries in the local community.

Home from Hospital Service

Hospital link workers visit every single patient that comes into Dawlish Hospital to support them to have a safe and timely discharge and have everything in place to reduce the risk of a return to hospital.

Link Worker

This funding is provided to assist the charity with providing outreach schemes to tackle issues of loneliness and isolation of beneficiaries in the local community.

Memory Services

Memory services are available to individuals who are suffering from a range of conditions that impact their ability to live independently due to deterioration of their memory.

Wellbeing Co-ordinators

Wellbeing co-ordinators work with a client for around three months towards goals that will help to

Volunteering in Health

Notes to the Financial Statements *(continued)*

Year ended 31 March 2020

improve their health and wellbeing to help them live more happily and independently.

Wholelife

Wholelife is a new project for Volunteering in Health which focuses on preventative measures to improve our clients' health and wellbeing, such as diet and exercise.

21. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Tangible fixed assets	15,792	–	15,792
Current assets	161,139	34,197	195,336
Creditors less than 1 year	(3,786)	(4,800)	(8,586)
Net assets	<u>173,145</u>	<u>29,397</u>	<u>202,542</u>

22. Related party transactions

On the 1st April 2019, the assets, liabilities and activities of Volunteering in Health (registered number 1136804), a related Charity, were transferred to the charity which has been recognised as other income totalling £174,722.

23. Subsequent events

After the closure of the 2020 financial year, there were no events that could have significant effects on the company's financial statements.

However, it should be noted that the ongoing impact of the international health emergency caused by the global spread of Coronavirus, which resulted in the closure of the charity's offices on 17th March 2020 (in line with UK government guidance), will be significant to widespread elements of the UK economy.

The Trustees have implemented actions to mitigate the impact on the charity in the subsequent period and have adopted initiatives to safeguard the health of its people and actions aimed at maintaining as many operational activities as possible. The repercussions on any adjustments to the financial statements are not currently determinable in light of volatility of the scenario and the continuous evolution of the market. These will be reflected in the 2021 results.