

Charity Registration No. 1068104
Company Registration No. 3357999

Volunteer Centre Hackney

ANNUAL REPORT AND FINANCIAL STATEMENTS

for the year ended

31 March 2020



	Page
Legal and administrative information	1
Trustees' report	2
Independent examiner's report	9
Statement of financial activities	10
Balance sheet	11
Notes forming part of the financial statements	12

TRUSTEES

Ross Diamond - Chair
Andreas Michaelides - Treasurer
Jonathan Parr
Sarah Mitton (appointed 14 August 2019)
Rob Sugden (appointed 14 August 2019)
Rachel Linn (appointed 14 August 2019)
Andrew Ryan (resigned 6 October 2020)
Kay Cameron (resigned 29 January 2020)
Alexandra Keramidas (resigned 14 August 2019)

COMPANY REGISTERED NUMBER

3357999

CHARITY REGISTERED NUMBER

1068104

REGISTERED OFFICE

12-13 Springfield House, 5 Tyssen Street, London E8 2LY

KEY MANAGEMENT

Lauren Tobias

INDEPENDENT EXAMINER

Justin Cowan FCA for Albeck Ltd Chartered Accountants, 49 Mowbray Road, Edgware, Middx HA8 8JL

BANKERS

HSBC, 283 Mare Street, London E8 1PJ
CAF Bank, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent, ME19 4JQ

The trustees, who are also directors of the charity for the purposes of the Companies Act, submit their annual report and the financial statements of Volunteer Centre Hackney (VCH) for the year ended 31 March 2020. The trustees confirm that the annual report and the financial statements comply with the Charities Act 2011, the Companies Act 2006, the charity's governing documentation and the provisions of Accounting and Reporting by Charities: 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) (effective 1 January 2015).

STRUCTURE, GOVERNANCE AND MANAGEMENT

CONSTITUTION, POLICIES AND OBJECTIVES

The company is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association on 15 April 1997.

VCH is a local development agency governed by its Memorandum and Articles of Association. VCH's objects are "to promote the benefit of the community in the London Borough of Hackney by the promotion, support and development of voluntary services in the advancement of education, the protection of health and the relief of poverty, distress and sickness."

The directors, who are listed on page 1, act as trustees for the charitable activities of the company and exercise the powers of the company. The trustees may by power of attorney or otherwise appoint any person to be the agent of the company for such purposes and on such condition as they determine. They also may delegate any of their powers to any committee consisting of one or more trustees or other person.

METHOD OF APPOINTMENT OR ELECTION OF TRUSTEES

The management of the company is the responsibility of the trustees who are elected and co-opted under the terms of the Articles of Association. The number of trustees shall not be subject to any maximum but shall not be less than two. All trustees retire from office at the first Annual General Meeting subsequent to their appointment. One third of trustees is subject to retirement by rotation at the Annual General Meeting. In both instances retiring trustees, presuming they are eligible, will put themselves forward for re-appointment. Additionally, the Board may make appointments from time to time to fill vacancies. The Board usually meets every eight weeks. Additional meetings are held when the need arises.

INDUCTION AND TRAINING OF TRUSTEES

Joiners to the Board are provided with an induction pack which includes background information on the charity including the last set of accounts and the Charity Commission's publication on the legal responsibilities of charity trustees. As a provider of related training to external groups, the charity's trustees have access to a variety of sources of information to ensure that they are kept up to date on the changing regulations surrounding charities and trustees' responsibilities.

This year, the Board of Trustees reviewed their performance as a Board against the new Voluntary Organisations Good Governance Code from the Association of Chief Executives. We formulated and implemented an action plan to ensure our compliance with the six basic principles of good governance.

MANAGEMENT

The trustees agree the strategic direction of the charity, approve its budget, and receive progress reports in achieving organisational objectives from its Chief Executive Officer.

The charity employs staff, including a Chief Executive Officer, Lauren Tobias, who carries out the day-to-day management of the company's work. There are line management structures linking all staff to the CEO, and through her, to the trustees.

2019-20: REVIEW OF THE YEAR

We have had a successful year in terms of service delivery, engaging with over 1,000 residents and employees across Hackney around volunteering, hugely exceeding our targets. We have grown and developed, taking on new projects, building new partnerships and expanding our services, in particular around place based social action, supporting people to share their skills, and develop their own community projects.

Across all our projects, we offer a service that is tailored to the needs, interests and passions of each individual, as we aim to support people to realise their personal goals through volunteering. We also support local charities to be able to host volunteers through a programme of training and peer support, and through bringing people together from diverse backgrounds, we help build and strengthen local communities.

Our unique offer is appreciated by funders, in particular by the City and Hackney Clinical Commission Group, Hackney Council and National Lottery who continued to fund us to enable us to support a wide variety of community groups, individuals and local businesses, to work together and share their time to build a better Hackney.

Highlights 2019-20

- Developing a **new place based social action project** in a second Hackney location – Hoxton West – working with local residents and local community groups, to explore ways to share skills.
- Securing two years' funding for an **exciting new partnership with City and Hackney Clinical Commissioning Group**, to build volunteering communities at 9 GP practices across the borough.
- **Engaging with 1,007 people** living, working or studying in Hackney around volunteering.
- **Placing 338 Hackney residents into 367 different volunteering roles.**
- Supporting **56 corporate employees** to share skills; and securing a **Mayor's Business in Action Award** for our corporate partner DTCC.
- **Enabling 59 people with high support needs** including mental health difficulties, learning disabilities and brain injuries, to volunteer.
- **Promoting 519 different volunteering opportunities for 203 local charities** including **59 completely new organisations** and community groups.
- **Reducing social isolation** – through our **Community Supporters** project – **matching volunteer befrienders to 20 of the most vulnerable residents**, including working specifically with people who are recurrent users of emergency services who have a range of complex support needs.
- Securing **paid employment for 27 residents with mental health conditions** and **enabling 59 people** with enduring mental health issues **to volunteer.**
- **Volunteering as a team with Clapton Green Gym**, the first time that the team had volunteered together.

Volunteering Programmes

➤ Employee Volunteering

'It was eye opening - I didn't realise how much work there was behind the scenes.' – Corporate volunteer

During 2019-20, we worked with 3 businesses, placing 56 employees with charities including Headway, St Joseph's Hospice, Clapton Green Gym, City & Hackney Carers' Centre Carers Collective, Hackney Herbal and Young Hackney. Along with providing valuable people power for small charities, this also raised some much-needed income for organisations, and volunteers enjoyed the chance to engage in a range of different activities that helped them to connect with colleagues and their wider community, share skills and understand some of the challenges faced by many Hackney residents.

'It was a really enjoyable day and we had lots of positive feedback from it (and excellent prints!). The DTCC volunteers were all very friendly and engaged too.' – Headway staff

'It was far less formal and structured than I imagined it would be - in a great way. I felt far more like the service users were spending time and helping us rather than the other way round! A beautifully easy event.'
Corporate volunteer

One of our key partnerships was with The Depository Trust and Clearing Corporation (DTCC), whose staff participated in a range of events and activities throughout 2019-2020, and who we nominated for and received a well-deserved **Business in Action Award at the City Hall from the Mayor of London**. These awards celebrate the huge contribution that volunteers make across London. What began as a one-off corporate volunteering activity to help tidy and clear green spaces in Mare Street has developed into a longer-term partnership where VCH has helped to match DTCC staff with a range of charities who need their help – and who have continued to help during the ensuing pandemic post March 2020.

➤ **Community Development /Estate-based Skills-Sharing**

Our community volunteering project, Our Place, continued to thrive on the New Kingshold estate, as well as developing an entirely new programme in Hoxton West, based in the Opportunity Hub, a partnership with Hackney Works, Hackney Council's Employment and Skills Team.

At New Kingshold, activities led by residents included a weekly Play Flat providing after school activities for children, a food distribution project, bring and share community meals, a September Street Party and a Come Dine With Me event in December in partnership with City and Hackney Recovery College attracting more than 20 new residents. We saw residents build in confidence to be able to represent the project at a borough-wide event; and for many, make new social connections, providing each other with support, particularly for those going through very difficult times.

"After I had my child, this space really helped me. It got me out of the house", Our Place participant.

We also conducted a review of the project's aims and objectives, using a psychology-based approach called Tree of Life to co-produce a new Theory of Change. This brought participants together, to explore how they could bring their own skills and experiences to bear on the project's growth, while also co-creating a new Code of Conduct to encourage positive focus.

In Hoxton, a whole new group of residents were engaged, primarily older long term residents of the area, who were supported to deliver their own crochet workshop and coffee mornings, making squares for Great Ormond Street Hospital. Many said these coffee mornings were their only opportunity for community interaction.

We have been extremely fortunate to have such supportive funders – Southern Housing Group (SHG), Hackney Council and the City and Hackney Clinical Commissioning Group, while SHG continues to allow us to use one of their premises as our community flat, giving a sense of ownership and safety to participants.

➤ **Supported Volunteering and Employment – Mental Health (Step Up)**

Step Up has continued to support City and Hackney residents experiencing poor mental health to access both volunteering and employment opportunities, and now in its fifth year, is firmly established in the local community as a key recovery service. We are very grateful to the City and Hackney Clinical Commissioning Group for their funding of the programme.

Through tailored, specialist 1:1 support, the project supported 59 individuals into volunteer placements (67 volunteer roles) and 27 project participants into paid employment. 91 initial assessments were carried out, with 153 referrals received into the project from both primary and secondary mental health services, jobcentres, local charities, community groups and via self-referrals.

Step Up also hosted monthly welfare benefit advice sessions which helped participants to manage difficult financial and living circumstances, helping them to remain engaged with the project. We continued to work closely with the Our Place project, helping to facilitate and host coffee mornings held at Alpine Grove, attended by participants of both projects. We were also delighted that six Step Up project participants attended training to become Community Supporters befriending volunteers.

Lastly, we were extremely pleased to welcome Alison Ogunduyile to the team, a former project participant, who joined the role of Step Up Peer Support and Project Officer.

"The Step Up project has been very helpful to me. I have had a lot of support and advice which I would not have received anywhere else. Every day I was being told about something new I could get involved with and staff were trying to motivate me to leave the house and get involved." Step Up participant.

"I think Step Up is a vital programme. When I registered I was feeling very depressed. Staff gave me encouragement and organised very quickly for me to start volunteering. It was a rewarding experience. I felt supported and that I had somewhere to go for advice on volunteering and employment." Step Up participant.

➤ **Isolated People (Community Supporters)**

Referrals continued to be received from professionals across the borough – GPs, Social Prescribers, Occupational Therapists and Community Mental Health Services - for people identified as being isolated and in need of social support. We are grateful to our funders - the Mercers Company and City and Hackney Clinical Commissioning Group for their support, as demand for the project continues to grow.

We trained and matched volunteers to 20 City and Hackney residents who had become socially isolated, many as a result of long-term physical and enduring mental health conditions. Volunteers, many of whom had experienced social isolation themselves, made weekly visits to people's homes over an average period of six months. Many set small goals and helped residents to engage with local community organisations and activities, including attending museums, or going shopping.

New project interventions this year were monthly reflective support sessions for volunteers to meet their peers, discuss achievements and share similar dilemmas; the distribution of activity packs for volunteers to enjoy with their service user - games, puzzles and mindful colouring kits, while we joined a pilot programme with the CCG to support people described as frequent users of emergency services.

One such user was referred to us with anxiety, recovering from recent heart surgery. This anxiety would cause him to believe he was having a heart attack and so would use emergency services frequently. With the volunteer's support, they were able to talk through this anxiety, and take gradual steps from not being able to leave the house, to eventually visiting Central London by public transport.

"I've had a great experience working with you and with VCH generally; this has been my first formal, long-term volunteering role so I feel I've also learned a lot", Community Supporter Volunteer

"I enjoy B's company – we sit and chat about Greece drinking tea", Community Supporter Service User.

Best Practice Support – for Volunteer Involving Organisations

- VCH started working in partnership with City & Hackney Carers Centre to deliver the Carers' Collective project, recruiting 9 volunteers to support carers to engage in a range of arts and crafts activities as well as helping to create and deliver a fantastic Xmas party for the carers and those they care for.
- **We hosted a total of 519 volunteer roles** for 203 organisations on our online database.
- Of those, **56 were new organisations** to VCH, who added 118 new roles to our system.
- We hosted Volunteer Management Forums to discuss a range of topics, incorporating a new training/workshop element. For example, in June, we hosted a session on Dealing with Challenging Situations with Volunteers. We then offered a surgery at each forum, offering one-to-one support to organisations, enabling us to tackle their specific issues.
- We hosted **two Volunteer Fairs, attracting between 60 - 80 people to each** and enabling 24 organisations to directly recruit volunteers. We became more targeted with our outreach, attending and taking part in a range of other volunteer fairs and delivering talks on volunteering to specific groups, including Adult Learning tutors (as part of our ongoing work with the Learning Trust), colleges and refugee and migrant women.
- **We provided 1:1 support** to groups on volunteer recruitment and management **to 32 organisations**.
- We continued to target and support small community groups, supporting organisations with incomes under £50K.

Feedback from charities

100% of respondents felt that best practice support sessions they had attended were very good or excellent, in particular praising the knowledge of VCH staff and learning from other attendees' experiences and how 'real life examples to relate to procedures, and how different services might experience different volunteer issues.'

100% of respondents felt that taking part in the Volunteer Managers Forums or training sessions, had improved their skills and knowledge, helped them to become more prepared to recruit volunteers and had helped their organisation to make new connections to other local services/organisations.

'I would definitely recommend VCH. Everyone is willing to help and are very friendly. You are doing a great job.' Hackney Playbus.

Feedback from volunteers

84% of attendees to our Volunteer Fairs felt that they knew more about volunteering as a result of attending, with 93% now knowing where to go to find out more information about volunteering.

81% of attendees said that they were going to apply for a volunteer role after attending.

'It's so important to be organizing such events for local people.'

People continue to enjoy their volunteering experience, with 79% rating their experience as good or very good. Volunteers gain a range of benefits, skills and experiences from taking part in their communities and enjoy a range of benefits including

'Helping others to be able to cope in their current circumstances or to bring about change.'

'The ability to support other, which also allows me to gain a sense of achievement whilst helping them, and also contributes to me feeling valued.'

'Volunteering has been very beneficial for me in building my confidence and improving my CV.'

Thank you to all VCH volunteers who gave their time during 2019-20, to all our funders and to all those who continue to support our work.

During 2019-20, a total of 85 volunteers gave their time to VCH. They included our Board of Trustees, receptionists and administrators, outreach and promotion volunteers, designers, marketing and communications volunteers, database administrators, our Step Up mentors, Our Place volunteers and Community Supporters (befrienders). Without them we could not exist and none of our services could be delivered. They help us take volunteering out into the community, to match people to charities, to support people on their road to recovery and to bring people together.

Businesses we worked with during 2019-20 included: The Depository Trust & Clearing Corporation, Inmarsat and B-Reel.

Funders who supported us during 2019-20: Hackney Council, City and Hackney Clinical Commissioning Group, Social Investment Business, National Lottery, Department of Culture, Media and Sport, Mercers Company, Southern Housing Group, City and Hackney Carers Centre and People's Health Trust.

RISK MANAGEMENT

VCH's Board of Trustees has identified the major risks to which VCH is exposed and these have been reviewed and systems established to manage those risks. The Board takes a proactive approach to risk identification, reduction and mitigation, and reviews this regularly with senior staff. VCH's current cash flow situation is sound and a new Business Plan has been adopted for the future.

FINANCIAL REVIEW

The achievements of the year 2019-20 have been made in a difficult funding environment. We are very pleased to have maintained our income at £341k allowing us to deliver additional specialist services to reach more people, particularly those with support needs, while expenses reduced very slightly from £339k to £337k. As a result, the charity achieved a small surplus of £4k. In addition to both our core range of services, and those detailed above, we have expanded these in response to COVID-19 and have already secured funding of £571k for 2020-21.

RESERVES POLICY

The trustees review the amount of funds VCH requires to ensure that they are adequate to fulfil our continuing obligations on a regular basis. VCH takes a cautious approach towards investment, adopting a short-term low-risk policy. The Board has agreed that while it will maintain reserves at a minimum of 15% of annual costs, it will work towards increasing this to 25% (three months' operating costs) going forward.

This figure has been arrived at considering:

- the risks associated with individual streams of income and expenditure differing from budget;
- the additional risks associated with the dependence of VCH on a small number of donors;
- planned activity levels and the major risk to organisational delivery of reducing spending further at this stage; and
- organisational commitments.

ACCOUNTING AND REPORTING RESPONSIBILITIES

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under that law the trustees 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 trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the profit or loss of the charitable company for that year. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- 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; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

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

PUBLIC BENEFIT

The trustees acknowledge the duty in Section 4 of the Charities Act 2011 to have due regard to the Charity Commission's published general and relevant sub-sector guidance on public benefit.

All activities undertaken by VCH are for the public benefit. With a focus on providing volunteering services, the organisation's operation is very much geared to providing benefit to the local community as is highlighted by the activities reported herein. This will also continue to be central to its future plans.

This report has been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and was approved by the trustees on 21 December 2020 and signed on their behalf by:

A handwritten signature in black ink, appearing to read 'Ross D.' followed by a long horizontal stroke.

Chair, Ross Diamond

A handwritten signature in black ink, appearing to be a stylized 'L' followed by a long horizontal stroke.

Chief Executive Officer, Lauren Tobias

Volunteer Centre Hackney Charity No 1068104 Company No 3357999
Independent Examiner's Report to the Trustees on the Unaudited Accounts of Volunteer
Centre Hackney for the year ended 31 March 2020

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2020 which are set out on pages 10 to 16.

Responsibilities and basis of report

As the charity's trustees (who are also the directors of the company for the purposes of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act"). Having satisfied myself that the accounts of the Company are not required to be audited for this year under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out my examination, I have followed the Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act).

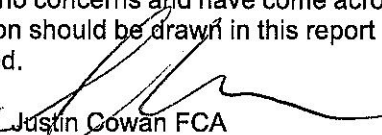
Independent examiner's statement

The company's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales.

I have completed my examination. I confirm that no material matters have come to my attention which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 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; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

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.

Name  Justin Cowan FCA
23 December 2020

Albeck Ltd
49 Mowbray Road,
Edgware, Middx HA8 8JL

Volunteer Centre Hackney
Statement of Financial Activities
for the year ended 31 March 2020

Company No 3357999

	Note	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
Income					
Incoming resources from charitable activities:					
Grants receivable	2	-	328,663	328,663	335,411
Other income	2	11,716	-	11,716	5,380
Total income		11,716	328,663	340,379	340,791
Expenditure					
Charitable activities		8,163	328,663	336,826	338,818
Total expenditure	3	8,163	328,663	336,826	338,818
Net movement in funds		3,553	-	3,553	1,973
Total funds brought forward		65,493	-	65,493	63,520
Total funds carried forward	10	69,046	-	69,046	65,493

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

The net incoming resources for the year arise from the Charity's continuing operations.

Volunteer Centre Hackney
Balance Sheet
at 31 March 2020

Company No 3357999

	Note	2020 £	2019 £
Current Assets			
Debtors	7	23,512	31,543
Cash at bank and in hand		307,690	89,578
		<u>331,202</u>	<u>121,121</u>
Creditors: Amounts falling due within one year	8	(262,156)	(55,628)
		<u>69,046</u>	<u>65,493</u>
Net Current Assets			
		69,046	65,493
Total Net Assets	10	<u>69,046</u>	<u>65,493</u>
Funds			
Unrestricted funds	9	69,046	65,493
Restricted funds	9	-	-
		<u>69,046</u>	<u>65,493</u>
Total Funds			
		69,046	65,493

For the year ended 31 March 2020 the company was entitled to exemption from audit under s477 of the Companies Act 2006 (the Act) relating to small companies. The members have not required the company to obtain an audit of its accounts for the year under s476. The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies' regime and in accordance with FRS 102 SORP.

The financial statements were approved by the trustees and authorised for issue on 21 December 2020.



Chair, Ross Diamond

The notes on pages 12 to 16 form part of these financial statements.

1 ACCOUNTING POLICIES

1.1 BASIS OF COMPLIANCE

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)) and the Companies Act 2006.

1.2 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 charity.
The charity meets the definition of a public benefit entity under FRS 102.

1.3 COMPANY STATUS

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

1.4 MATERIAL PRIOR YEAR ERRORS

No material prior year errors have been identified in the reporting period.

1.5 FUND ACCOUNTING

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors which have been raised by the company for particular purposes. The cost of raising and administering such funds are charged against the specific fund.

Investment income, gains and losses are allocated to the appropriate fund.

1.6 INCOME

All income is included in the Statement of Financial Activities when the company is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance. Grants received prior to the year end but not recognised as income are carried forward within accruals and deferred income.

1.7 EXPENDITURE

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

1.8 OPERATING LEASES

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against profits on a straight-line basis over the lease term.

1.9 VOLUNTEER HELP

The value of any volunteer help received is not included in the accounts but is described in the trustees' report.

2 INCOME

	Unrestricted Funds	Restricted Funds	Total 2020	Total 2019
	£	£	£	£
Grants	-	328,663	328,663	335,411
Donations	3,746	-	3,746	3,250
Other	7,970	-	7,970	2,130
	11,716	328,663	340,379	340,791

Of the £340,791 income in 2019, £5,380 was unrestricted funds and £335,411 restricted funds. Further analysis of the restricted grants can be found in note 9.

3 EXPENDITURE

	2020 £	2019 £
Salaries & wages	227,403	224,311
Other staff and project costs	31,005	43,497
Staff training & travel	977	2,205
Occupancy costs	39,113	36,861
Insurance	801	765
Printing, postage & stationery	2,516	2,441
Telephone	4,431	3,882
Bank charges	209	208
Membership & subscription costs	904	678
Volunteer expenses	1,103	1,316
Bookkeeping & other consulting	16,863	13,812
Accountant's remuneration	1,020	1,020
Meetings	75	40
IT	4,682	3,087
Database	2,160	2,160
Volunteer Week Awards	645	434
Miscellaneous	2,919	2,121
	336,826	338,818

Of the total expenditure in the year, £328,663 (2019: £335,411) was charged to restricted funds and £8,163 (2019: £3,407) to unrestricted funds.

4 NET EXPENDITURE

	2020 £	2019 £
This is stated after charging:		
Independent examiner's fee	1,020	1,020
Operating lease rentals – land and buildings	29,667	29,000
Operating lease rentals – other	2,261	733

5 TRUSTEES' REMUNERATION

During the year, no Trustee received any remuneration (2019: £Nil).
During the year, no Trustee received any benefits in kind (2019: £Nil).
During the year, no Trustee received any reimbursement of expenses (2019: £Nil).

6 STAFF COSTS

	2020 £	2019 £
Wages and salaries	206,534	203,917
Social security costs	11,917	13,199
Pension costs	8,952	7,195
	227,403	224,311

The average monthly number of full-time equivalent employees was:

	2020 No	2019 No
Charitable Activities	7	7

No employee received employee benefits (excluding employer pension costs) amounting to more than £60,000 in either year.

The charity considers its key personnel comprise the trustees and the Chief Executive Officer. The total employment benefits (including social security costs) paid to the key management personnel were £53,457 (2019: £52,410).

7 DEBTORS

	2020 £	2019 £
Trade debtors	-	2,379
Prepayments	10,970	7,331
Accrued income	6,692	17,038
Other debtors	5,850	4,795
	23,512	31,543

Volunteer Centre Hackney
Notes to the Financial Statements
For the year ended 31 March 2020

Company No 3357999

8 CREDITORS: Amounts falling due within one year

	2020 £	2019 £
Trade creditors	5,783	11,173
Social security and other taxes	4,249	4,029
Other creditors	2,205	2,030
Accruals and deferred income	249,919	38,396
	262,156	55,628

Creditors includes deferred income of £239,423 (2019: £26,217).

Deferred income brought forward	26,217	49,386
Released from prior years	(26,217)	(49,386)
Incoming resources deferred	239,423	26,217
	239,423	26,217

9 STATEMENT OF FUNDS

	At 1 April 2019 £	Income £	Expend- iture £	At 31 March 2020 £
Unrestricted Funds:				
General funds	65,493	11,716	8,163	69,046
Total Unrestricted Funds	65,493	11,716	8,163	69,046
Restricted Funds:				
Hackney Council Grant (Brokerage)	-	55,000	55,000	-
City and Hackney Clinical Commissioning Group "CCG" (Step Up)	-	47,358	47,358	-
Southern Housing Group, People's Health Trust, National Lottery, CCG, Hackney Council Grant (Our Place)	-	149,828	149,828	-
CCG, City of Hackney Carers Centre, Mercers Company, Hackney Council (Befriending)	-	61,032	61,032	-
Social Investment Business (Impact Management)	-	10,550	10,550	-
Other	-	4,895	4,895	-
Total Restricted Funds	-	328,663	328,663	-
Total Funds	65,493	340,379	336,826	69,046

Description, nature and purpose of the restricted funds

These all related to grants and sponsorships to promote, support, and encourage the use and involvement of volunteers in the London Borough of Hackney

10 ANALYSIS OF NET ASSETS BETWEEN

	Restricted Funds £	Un- restricted Funds £	Total 2020 £	Total 2019 £
Current assets	-	331,202	331,202	121,121
Creditors	-	(262,156)	(262,156)	(55,628)
	-	69,046	69,046	65,493

11 COMMITMENTS UNDER OPERATING
LEASES

	2020		2019	
	Land & Buildings £	Other £	Land & Buildings £	Other £
At 31st March the charity was committed to total future minimum lease payments under non-cancellable operating leases for each of the following periods:				
Not later than one year	33,000	2,261	28,125	2,261
Later than one year and not later than 5 years	127,390	6,218	-	8,479
	160,390	8,479	28,125	10,740

12 CAPITAL COMMITMENTS

Amounts contracted for, but not provided in the accounts, amount to £nil (2019: £nil).