

COMPANY REGISTRATION NUMBER : 05586169

**CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE
COMPANY LIMITED BY GUARANTEE
UNAUDITED FINANCIAL STATEMENTS
FOR
31 MARCH 2022**

Charity Number : 1112483



Edmund Carr LLP
Chartered Accountants
146 New London Road
Chelmsford
Essex
CM2 0AW

**CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE
COMPANY LIMITED BY GUARANTEE**

FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2022

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**CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE
COMPANY LIMITED BY GUARANTEE**

COMPANY INFORMATION

YEAR ENDED 31 MARCH 2022

Charity Number: 1112483
Company Number: 05586169

Principal address: Burgess Well House
Coval Lane
Chelmsford
Essex
CM1 1FW

Charity trustees: Brian Mister, MBE (Resigned 18/05/21)
Allison Lofthouse Chair
John Knott Hon Treasurer & Company Secretary
Tom Willis Hon Secretary
Tracy Harris Trustee
Lynne Foster Chelmsford Theatre Workshop
Glenda Daines Trustee

The charity trustees are also directors of the company.

Appointed observer: Cllr Sue Young Chelmsford City Council

Accountants: Edmund Carr LLP

Senior staff: Lorraine Jarvis, Chief Officer

CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE COMPANY LIMITED BY GUARANTEE

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 MARCH 2022

The trustees have pleasure in presenting their report and the unaudited financial statements for the charity for the year ended 31 March 2022.

Structure, Governance and Management

Governing document: The Memorandum and Articles of Association; incorporated 7 October 2005. Registered as a charity 12 December 2005. Began operating 1 April 2006.

Charity constitution: Company Limited by Guarantee

Charity trustee selection method: Trustees are nominated and elected by the Board at the Annual General Meeting. Chelmsford CVS staff and board members continued to keep skills updated and ongoing membership of NCVO, NAVCA and VST has enabled access to relatively low cost, high value training. Records of all staff and trustee development are kept.

The Trustees meet regularly as a main committee, and delegate day to day responsibility for the running of the charity to the Chief Officer who reports in detail on every aspect of the Charity's work in order that decisions can be made that best further the charity and company objectives.

Public Benefit Statement

The Trustees confirm that they have had due regard to the guidance issued by the Charity Commission on Public Benefit. Chelmsford CVS objects are clear in that they will promote any charitable purposes that are for the benefit of the community; its aims and activities of brokering volunteer opportunities, providing support to individuals, to voluntary and community organisations, especially in the area of health, wellbeing, safety and education, are in accordance with the regulations on public benefit.

Risk Management:

The major risks, to which the charity is exposed, as identified by the Trustees, continue to be reviewed and systems, policies and procedures have been established and put in place to mitigate those risks. Every staff induction is completed to include policies and all are agreed or amended at Board level. The annual review of Health & Safety policy and procedure was undertaken and policies and procedures for remote and lone working were reviewed again in year alongside associated training needs. The charity reviewed its suite of Covid Business Continuity Risk Assessments and other resources at several points in the year to enable its operation and that of its projects to continue through pandemic and varying levels of restrictions and national guidance.

Objectives and Activities

The objectives of the charity:

- a) To promote any charitable purposes for the benefit of the community in the local government district of Chelmsford and its neighbourhood;
- b) To promote and organise co-operation in the achievement of above purposes and to that end to bring together in council representatives of the voluntary organisations and statutory authorities within the area of benefit.

CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE COMPANY LIMITED BY GUARANTEE

TRUSTEES' ANNUAL REPORT (continued)

YEAR ENDED 31 MARCH 2022

Principal activity:

Chelmsford Council for Voluntary Service (CVS) works to support, promote and develop local voluntary action to improve the effectiveness of voluntary and community activity. The charity operates in Essex under the working name of Centre Supporting Voluntary Action and hosts or delivers a number of projects to support the community: Chelmsford Volunteering Centre, Chelmsford 4 Good, Connect Well Essex, Chelmsford Men's Shed, Community Crafting, Chelmsford Timebank, Rayleigh Rochford Timebank, Winter Warm, VolFest, SWOT and is a delivery partner for Live Well Link Well social prescribing in Mid Essex.

The charity has five overarching functions:

- Services and support for local voluntary and community organisations
- Liaison with and across the voluntary, statutory and business sectors
- Enabling representation with the voluntary sector
- Development of the sector and of initiatives to support the community
- Strategic Partnership

Achievements and Performance

Main developments and achievements during the year:

Chelmsford CVS thanks the City Council and County Council for supporting our core business with grant funding. This provides a sound basis to lever in additional resource to deliver support and services to the voluntary sector, engage with local partnerships and sustain projects that meet community needs. The Trustees also thank CVS members and all of the people, charities, community groups, volunteers and other stakeholders who work collaboratively with us year on year to enable a connected offer in support of our communities. Never was this foundation of collaboration and support more needed.

The charity worked on into the continuing pandemic flexing and responding to emerging need and the Trustees would like to pay tribute to the charity's Chief Officer and dedicated staff team for their continued willingness to flex roles and work many additional hours in order to support local people.

The Trustees would also like to thank: the Chelmsford Shed Volunteer Supervisors for their patience and resilience whilst the Shed was restarting; Chelmsford4Good Volunteer Shop Manager and her volunteers who remained so keen to get back to charity shop business despite every challenge; new garden volunteers for carrying on no matter the weather; every single volunteer who has continued to offer support to the charity's Hub and Vaccination calls to action. The response continues to be humbling and your impact on local people will remain long after the pandemic has ended.

During the year, long serving trustee and Chair Brian Mister retired and the trustees would like to thank Brian for his commitment and leadership through many years of the charity's development. Vice Chair, Allison Lofthouse stepped up to Chair the charity. The following pages offer just a snapshot of what has been another exceptionally busy year:

CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE COMPANY LIMITED BY GUARANTEE

TRUSTEES' ANNUAL REPORT (continued)

YEAR ENDED 31 MARCH 2022

Community Resilience Hub & Helpline

The charity continued to divert its resources to offer a local Community Resilience Hub & Helpline for the district, 5 days a week, taking calls from the public but also from social prescribers and any local agency that has no access to emergency funds. Recognising that the emergency was becoming longer term, a full time Co-ordinator was appointed who, with the help of **121 incredibly dedicated volunteers**, was able to directly support **1,389 people** with prescriptions, food shopping and many other life essentials. The Hub provided vital practical support to people living in the Chelmsford district who had been advised to shield, isolate, or who faced immediate financial difficulties as a result of Coronavirus.

The Hub continued to work with mutual aid groups and key charities in order to reach and support those most vulnerable in our community. Unusually the CVS had access to emergency funding and with that came an opportunity to work even more collaboratively so rather than simply growing the Hub offer temporarily, we were determined and able to fund schemes to ensure ongoing support until end March 2022 for:

- Continued support through the SWF Health & Social Care Group and volunteers
- A holistic welfare, therapeutic and reconditioning offer to adults with Learning Disability
- Additional support for young carers in schools
- Support for those digitally excluded including provision of a new IT group
- Support for reopening physical sessions of dance movement activity classes
- Support to pilot seated exercise, pilates/yoga, guided walk; table tennis; dance in sheltered accommodation unit in SWF
- Support for reconnecting event bringing families back together in the Hindu community
- Start-up of another social prescriber supported wellbeing garden
- Continuance of a web based information page for mental health support and an information website for young people at risk of exploitation
- Support for long Covid through provision of a music therapy breathing group
- Support to develop a new walking and wellbeing project engaging vulnerable cohorts of people to reconnect to each other and their communities
- Support to expand meals and hot drinks provision during the Winter months.

Through this wider collaborative offer the Hub was able to reach out and deliver **in excess of 12,500** support offers between July and March. In addition, the charity again worked with partners to enable food vouchers to be given to children via schools the week before school holiday's.

Supporting the Voluntary Sector (with communications, fundraising, governance, compliance)

Continuing to support the emergency Hub has diverted the charity from its normal activities but these were still very much in demand.

During the year Chelmsford CVS increased its reach and delivered direct support to **321 charities**, voluntary or community groups. As we emerged out of restrictions, a range of resources was created to share with the sector and we were able to unpick and support **15 complex compliance issues** including helping some of the Covid support mutual aid groups to transition into something longer term. Help was given with insurance, policies, safeguarding, risk assessments and with small pots of funding to buy essentials.

CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE COMPANY LIMITED BY GUARANTEE

TRUSTEES' ANNUAL REPORT (continued)

YEAR ENDED 31 MARCH 2022

Unsurprisingly, requests for support with fundraising had a significant increase in demand and we gave **79 VCS groups** support with their fundraising during the year. This included application guidance, finding and circulating grant funding opportunities, writing references or endorsing bids, helping with budgets and more. The charity offered three virtual 'Meet the Funder' sessions where groups were able to book in and discuss ideas direct with Postcode Lottery, FJF and Lloyds and team members attended and cascaded a Heritage Lottery Fund briefing.

Governance can be a complex issue – choosing the right legal structure, refreshing your constitution, mediating conflict, moving from one structure to another, understanding what you can and can't do according to your memorandum. CVS offered support with all of these, offering intensive one-to-one support to 12 VCS groups over the year.

Liaison (Connecting and referring)

This aspect of the charity's work was especially relevant whilst physical connections have been very challenging and we continued making connections and introductions between the VCS and potential collaborative colleagues or to the VCS from statutory partners.

Resources to Share

Many of the charity's resources for sharing such as display boards and portable hearing loop had been gathering dust while VCS activities had been curtailed so we were pleased to loan out to kit to groups again and in particular, our Cinema 4 All kit to the Mencap Centre for a week where 44 adults with LD benefitted from the screening activities in different ways. Requests for other resources began to come in as restrictions lifted, with bunting being the most popular resource requested! The Centre reopened to the public in October once again offering meeting space to small groups, opening further in January to allow more VCS groups back.

Information and Communications

The charity continued to send a weekly E-mail bulletin and funding opportunities briefings to the VCS with **34 Bulletins** being collated, prepared and sent out during the year to the voluntary sector and local stakeholders. The E-Update continues to be popular with our member groups, with they and our strategic partners asking for items to be circulated, and we see a positive and consistent open and click rate. Our Twitter feed settled down to more normal levels with over **134,200 impressions** from a following approaching just short of 1,800. chelmsfordcvcs.org.uk has seen **58,463 page views** from 19,228 users and 18,873 new users, broadening our audience by over **3,000 more individuals** than the previous year. The most popular pages being the Vaccination Volunteering pages and the latest Volunteering opportunities.

Enabling Representation & Strategic Partnership Work

Chelmsford CVS continued to work hard to ensure that the voice of the voluntary sector is heard at local strategic tables, engaging with and attending **113 partnerships and forums**. When a specialist view is needed we connect in our local strategic VCS CEOs as appropriate but generally from our broad knowledge of the sector and trusted relationships we were able to showcase VCS talent and raise challenges at these tables. Reconnections were made with Chelmsford Dementia Action Alliance as it restarted monthly meetings, supporting reviews of dementia friendly organisations, this time two GP practices. Connections were also made into some of the new partnership groups and fora formed in year, some chaired by specialist VCS leads, all helping to co-ordinate a response to local need.

CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE COMPANY LIMITED BY GUARANTEE

TRUSTEES' ANNUAL REPORT (continued)

YEAR ENDED 31 MARCH 2022

Volunteer Centre Brokerage Activity

Throughout all of this emergency and crisis effort, the Centre continued to offer bespoke brokerage and volunteer-matching service throughout the year. In total, the volunteer centre placed **1,196 volunteers** in new roles, worked directly with **174 organisations**, and helped to support 34 more.

This work included advising groups in how best to run and manage their volunteering departments, offering free expert guidance on policy writing, best practice, data management, and volunteer recruitment. Volunteers are invited and encouraged to access online training to better help their communities and the charity made training available for Suicide Awareness, Mental Health First Aid, Telephone Befriending, Making Every Contact Count, and how to volunteer safely and responsibly.

The Centre has supported consultations for other Volunteer Centres in the country who are looking at building a similar platform to our Volunteer Essex (Chelmsford). As an acknowledged exemplar the Centre has been sought out to help train new volunteer centre employees for Maldon, Rayleigh & Rochford, and Basildon, Billericay & Wickford CVS. The Centre worked in year with many different volunteer involving organisations and statutory partners to help create better volunteering roles and a better community experience for their clients.

Volunteer recruitment out in the community was restarted with outreach stands at local libraries and community centres, and presentations to Chelmsford College, Writtle College, RHS Hyde Hall, and the Job Centre. Other outreach is done via social media, and monthly targeted outreach via local newspapers, village magazines, community noticeboards, schools, radio, and supermarkets. The Centre sourced, arrange and created high-quality volunteer placements for large teams of corporate or employee volunteers, including packing educational kits for schools, supporting local events, building raised beds for Abberton Rural Training, and decorating for a local community centre.

The charity is an active member of the NCVO network and the National VCS Emergency Partnership. We regularly attend meetings, respond to enquiries, share insights and advice, and provide statistical reports to colleagues across the country. In turn, those networks are available to us should we have a tricky issue or wish to gain from others experience when trying out new approaches.

Staying Safe in the Sun

The charity piloted a new initiative offering **500 bottles** of sun-screen and an NHS leaflet on staying sun safe out to families by reaching out to agencies that would be doing outdoor activity with children in the summer months. This was very well received, particularly by those who will be providing the sunscreen next year.

Black History Month Event

Chelmsford CVS is sometimes asked to act as Treasurer for funding so that it isn't lost for the community. Through one of these funds we were able to offer over £5,000 of financial resources to local CIC New Generation Development Agency to restart the Black History Month October event which was well attended (900 people) and well received.

CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE COMPANY LIMITED BY GUARANTEE

TRUSTEES' ANNUAL REPORT (continued)

YEAR ENDED 31 MARCH 2022

Supporting the Knife Angel Visit

The CVS team worked from June until the end of September with Luisa De Marco of Keep it 100, who brought the Knife Angel to Chelmsford, to support with infrastructure wherever needed. We were honoured to attend the Arrival event and, working with Luisa and the City Council, provided full Event Management for the Vigil of 200 people on 25 September 2021. The Angel featured on national news stations and there were in excess of 17,000 visitors. In March a visit was made to the British Ironworks in Oswestry to deliver 74 knives collected in Ki100's Amnesty Bins and a Commendation Certificate from the Police & Crime Commissioner and Essex Police.

Overcoming Digital Exclusion

In January, our Volunteer Centre Manager put in place a physical digital support offer and 'Tech & Tea' sessions over at Moulsham Lodge Community Trust Hub. The aim of this club is to help address digital exclusion and inequality in communities by helping people of all ages and abilities to gain confidence and knowledge with their devices, whilst also giving them a social experience to enjoy. Each twice monthly session is well attended and 47 different people have been helped so far. The CVS Hub continued to offer direct digital support week on week should any older person require shopping or other essentials purchased online and has also been a conduit for digital information offering a print and post service to older and digitally excluded Hub clients.

Creating New Outdoor Activities

With a lot of the social clubs and physical support offers closed the charity were struggling to find places for some of the most isolated and vulnerable people to be supported. We approached RHS Communities Team who agreed to help to create a Live Well garden and work began by Zoom sessions with an initial co-hort. Staff and volunteers were finally able to get boots on the ground at the end of June to translate those eleven Zoom '*5 Ways to Wellbeing sessions*' and designs into a garden over at Chelmsford West's Tennyson GP Surgery. Once finished, the garden will be for the benefit of the surgery, its patients, and the ongoing needs of the community. Initially set up with 8 volunteers prior to Lockdown, now that we are doing physical weekly sessions the group now has **34 members** and average 6-8 people per week.

The charity was approached to look at helping to develop three other gardens and work on exploring the potential of these, and community engagement around them, began in year. We also worked with RHS to connect expert local assets to help drive forward more gardens across the district, develop a sustainable offer for community garden infrastructure support moving forward and on the creation of the first major local forum for Community Wellbeing Gardens. The first Wellbeing event at Hyde Hall was attended by over 100 people to learn best practice in creating a community garden and share learning and experience from each other.

Continuing the Theme of Planting....

The charity's Chief Officer was honoured to be invited by the Mayor of Chelmsford to plant, with the Director of Mid Essex NHS, one of 24 trees on Springfield Green to honour those who have worked on the frontline or who died of Covid.

CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE COMPANY LIMITED BY GUARANTEE

TRUSTEES' ANNUAL REPORT (continued)

YEAR ENDED 31 MARCH 2022

Facilitating the use of Local Funds

Chelmsford CVS cannot use these funds for its own work but was able to work with several Councillors during the year to help maximise their funding allocations by:

- purchasing new outdoor toys and seating and getting a large sunshade sail installed at Chelmsford West Children's Centre so that they could safely make more use of their garden for their activities.
- purchase and installation of a Summer House for Tennyson Live Well Garden and a raised pond and some benches commissioned from the Men's Shed.
- purchasing of two heavy duty Pop Up Gazebos and three portable PA systems that will be offered out on free loan to the wider sector.
- commissioning updated research and a new statement of community need for a proposed new Community space.
- provision of one-2- one support to young people to engage with the Chelmsford 100 project.
- engaging with young people and users of Central Park and the skateboard ramps to gather ideas and mural designs for the underpass between Fairfield Road car park and Central Park
- enabling Knife Angel artist Alfie Bradley to visit Chelmsford again in March to deliver a workshop inspiring designs that will create a legacy for young people from the Knife Angel visit.

Chelmsford 100 Walking and Wellbeing Project

In September the charity began work on a major new community development project; Chelmsford 100 is a new mobile celebration of community, environment and volunteering that takes its inspiration from the areas waterways and outdoor spaces. The charity partnered with renowned international charity Kinetika with support from Chelmsford City Council and some of the anchor agencies and volunteers that form a golden thread through our communities. Launched in February 2022, the Project enabled exploration of the journeys we've been on, walks we've taken, creating a joyful legacy from dark times; celebrating diversity, community strength and the different neighbourhood connections that we have made, and can continue to make, with each other. The project will collect 100 stories, create 100 batik flags and develop walks totalling 100 miles. **176 people** from all parts of the community engaged in flag design and 100 silks have now been created with the intent to build upon the project, in years to come.

Live Well Link Co-ordinators

In response to increasing demand, the charity expanded its GP based Link Co-ordinator social prescribing team. Two full time and one half time Links working across 5 surgeries picked up 778 referrals (compared to 445 in the previous year) and one half time social prescriber worked with 176 referrals for health coaching in year. The team are a vital part of our Hub and community offer and continue to grow in expertise with each year.

Mapping of Community Assets

In November, the charity embarked on a timely yet major piece of work collecting data as part of a collaborative piece of research to begin comprehensively mapping VCS assets across Mid Essex. Chelmsford submitted over 1100 complete records which included full information about every asset recorded. Findings were submitted to Essex University to be finalised and published.

**CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE
COMPANY LIMITED BY GUARANTEE
TRUSTEES' ANNUAL REPORT (continued)
YEAR ENDED 31 MARCH 2022**

Seated Exercise

The charity had secured funding to deliver some seated yoga classes before Covid. This work was restarted as restrictions lifted and thanks to our Volunteer Centre Manager, weekly seated Yoga Sessions started in the New Year over at Age Concern Community Centre. These gentle, supported classes are intended for anyone who needs to be more active but struggles with doing so safely.

Supporting Afghan Refugee Donations

When it became clear that a number of resettled families would be arriving in Chelmsford, the charity was approached by Chelmsford City Council to help co-ordinate the local response to welcome and support Afghan families. The CVS worked alongside the Chelmsford Muslim Society and Chelmsford City Council so that the information on local needs was accurate and the response culturally appropriate. The CVS offered up its Hub and Helpline as the local communication point taking in excess of **700 calls** over the course of just two days! Donations from local people were simply overwhelming and despite many challenges, this was a hugely inspiring and gratifying experience, and an incredible demonstration of how much Chelmsford cares.

Co-ordinating Local Ukraine Response

With news of people fleeing from Ukraine and settling in the area, the charity worked quickly to research the support needed by and available to them so that we could facilitate an appropriate community response. By connecting into local, regional and national Voluntary Sector Emergencies Committees and charities working on the ground in Ukraine we very quickly gathered resources on our website to signpost people to. The web-based information pages quickly reached almost **2,000 views** in March. The charity is grateful to local churches and charities for generously sharing their local support offers with others across the community to enable a co-ordinated response for Chelmsford.

Increasing Local Vaccination uptake

The charity began a new relationship with EPUT to enable a number of hyperlocal initiatives to be delivered across Mid and SE Essex to increase vaccine uptake. Chelmsford CVS led on this work for other CVSs to deliver on in their areas and also offered some local solutions. These included working with SE Asian community organisation Sankalpo to offer neighbourhood level vaccination and healthy living support in Writtle village. At the second session all 100 vaccines were taken up.

Winter Offer

50 winter packs were pulled together to give out just before Christmas to clients of Age Concern Chelmsford. The charity was able to support hot food delivery to some individuals who were struggling and utilised Winter funding to help CHESS to purchase an industrial tumble dryer to replace their broken domestic one. We directed funding to support Sanctus with their exceptional food support offer during the coldest months.

CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE COMPANY LIMITED BY GUARANTEE

TRUSTEES' ANNUAL REPORT (continued)

YEAR ENDED 31 MARCH 2022

SWOT

Thanks to another year of funding the charity was able to continue to offer the SWOT (Supporting Wellbeing Operational Team) project throughout the year. The project utilises volunteers to enable patients to be discharged from hospitals quicker, and removes low-level social and practical obstacles to them living independently at home such as: food parcels and shopping deliveries, moving furniture, mobility aids, warm clothing and shoes. We continued to purchase and deliver new clothing to wards at Broomfield Hospital as part of the SWOT support offer.

Timebank

Four years of funding for the Timebank project ended in October 2021 and the project was brought to a close, although the charity continued with some elements of the volunteer and community engagement work. Final reporting was completed and submitted and extensive feedback was provided to Timebank UK and to the University of Essex.

Supported Volunteering

The Centre has continued to work hard to create and seek supported volunteering roles for the benefit of people who often find themselves shut-out from traditional volunteering. The Centre works closely with Disability Employment Advisors, Social Prescribers and a wide variety of local charities and agencies to place their clients into supported volunteering roles. We also maintain our Community Garden, charity shop, and this year's C100 project as safe spaces for volunteers with additional needs.

Charity Shop

The charity shop continues to thrive under the devoted care of our unparalleled volunteer manager. The shop is an important haven for people with additional needs to volunteer at, and also regularly welcomes volunteers from the Community Payback and probationary schemes. It is a place of sale for our Men's Shed and volunteer knitted products and it is helping to build a Community Chest for Chelmsford that will be used in the future.

Chelmsford Men's Shed

The charity was delighted to be able to re-open its Men's Shed project in October, meeting with the volunteer supervisors, taking on board their thoughts and suggestions, and then writing new risk assessments and procedures to help keep everyone safe. Volunteer supervisors refreshed their skills in safe usage of the machinery, First Aid, and safeguarding. Two new supervisors were recruited to enable us to welcome more men into the Shed. The Sheddors are happy to be back together and have been hard at work creating items for community gardens, to sell at stalls, for sites of local interest, and odd-jobs for the community.

CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE COMPANY LIMITED BY GUARANTEE

TRUSTEES' ANNUAL REPORT (continued)

YEAR ENDED 31 MARCH 2022

Financial Review:

In response to the financial climate, and to **mitigate the risks** presented in holding funds on behalf of other agencies, a review of investments and the charity's own reserves policy is carried out annually. Internal risks are minimised by the implementation of financial control and procedures laid down in the charity's Finance Policy which includes clear guidance on eligible out of pocket expenses claims. External risks posed by continuity of funding continue to be evaluated as part of an ongoing review of the strategic operation and future opportunities. Pandemic, lockdown and the need for remote working was better facilitated by the introduction of new systems to enable staff and volunteers to reclaim out of pocket expenditure without the need for cash handling. New systems and procedures were put in place to enable recharge of food purchases and these new working practices were incorporated into the organisations day to day financial practices and policy. During the year the charity was able to renew core funding SLA's with the City Council and ECC also committed to ongoing core funding.

Reserves policy:

To mitigate the risks of the uncertain funding climate the Trustees retain the ambition to increase the current level of free reserves to six months' of general unrestricted expenditure. This equates to free reserves of £104,564 compared to actual free reserves held at the year end of £68,492 (excluding designated funds, fixed assets and pension reserve) as set out in note 15.

As the work of the charity relies on the ability of its staff members to carry out its objectives, the Trustees maintain a designated Employment Reserve to mitigate the risk of temporary loss of that ability, or such other risk as may arise to the charity as an employer.

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

Approved by the Trustees on 30 January 2023 and signed on their behalf by:

Allison Lofthouse

Allison Lofthouse

Chair of Trustees

**CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE
COMPANY LIMITED BY GUARANTEE**

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

YEAR ENDED 31 MARCH 2022

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2022 which are set out on pages 14 to 26.

Responsibilities and basis of report

As the charity trustees of the company (and also its directors 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 under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company'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

Since the company'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, which is one of the listed bodies.

I have completed my examination. I confirm that no 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 company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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.

Colin Barker

.....
C A Barker FCA
146 New London Road
Chelmsford
CM2 0AW

31 January 2023

**CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE
COMPANY LIMITED BY GUARANTEE**

**STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND
EXPENDITURE ACCOUNT)**

YEAR ENDED 31 MARCH 2022

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
INCOME FROM:					
Donations and legacies					
Donations	2	7,438	363	7,801	3,156
Grants receivable	4	311,172	93,069	404,241	359,981
Other trading activities:					
Sales income		18,071	-	18,071	8,642
Charitable activities:					
Service and project income	5	5,561	-	5,561	14,287
Investments	3	113	-	113	163
TOTAL INCOME		342,355	93,432	435,787	386,229
EXPENDITURE ON:					
Costs of raising funds:					
Charity shop costs		3,973	-	3,973	2,078
Charitable activities	6	305,505	58,874	364,379	303,534
TOTAL EXPENDITURE		309,478	58,874	368,353	305,612
NET INCOME/(EXPENDITURE)		32,876	34,559	67,434	80,617
Transfer between Funds		-	-	-	-
Other recognised gains / (losses):					
Gains on defined benefit pension plan	13	119,000	-	119,000	65,000
NET MOVEMENT IN FUNDS		151,876	34,559	186,434	145,617
Reconciliation of funds:					
Total Funds brought forward		243,303	123,746	367,049	221,432
Total Funds carried forward		395,179	158,305	553,484	367,049

The charity has no recognised gains or losses other than the results for the year as set out above.

The notes on pages 16 to 26 form part of these financial statements.

**CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE
COMPANY LIMITED BY GUARANTEE
BALANCE SHEET
YEAR ENDED 31 MARCH 2022**

	Note	2022 £	2021 £
FIXED ASSETS			
Tangible assets	10	-	-
CURRENT ASSETS			
Debtors	11	19,904	36,440
Cash at bank		672,031	514,337
		<u>691,935</u>	<u>550,777</u>
CREDITORS: Amounts falling due within one year	12	<u>(287,451)</u>	<u>(213,728)</u>
NET CURRENT ASSETS		404,484	337,049
TOTAL ASSETS LESS CURRENT LIABILITIES		404,484	337,049
NET ASSETS EXCLUDING PENSION LIABILITY		404,484	337,049
Defined benefit pension asset/(liability)	13	149,000	30,000
NET ASSETS		<u>553,484</u>	<u>367,049</u>
FUNDS OF THE CHARITY			
Restricted funds	16	158,305	123,746
Unrestricted funds			
Unrestricted income funds		246,179	213,303
Pension reserve	13	149,000	30,000
Total unrestricted funds	15	<u>395,179</u>	<u>243,303</u>
TOTAL CHARITY FUNDS		<u>553,484</u>	<u>367,049</u>

For the year ended 31 March 2022 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 (the Act) relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476;
- the directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

These financial statements were approved by the Trustees on 30 January 2023 and are signed on their behalf by:

Allison Lofthouse

Allison Lofthouse

Chair of Trustees

Company Registration Number: 05586169

The notes on pages 16 to 26 form part of these financial statements.

**CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2022

1. ACCOUNTING POLICIES

a) Basis of accounting

The financial statements have been prepared in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), 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 (effective 1 January 2019) (Charities SORP FRS 102) and the Companies Act 2006.

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

b) Going Concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

c) Income

Income from donations and grants, including capital grants, is included in incoming resources when these are receivable, except as follows:

When donors specify that donations and grants given to the charity must be used in future accounting periods, the income is deferred until those periods.

When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred and not included in incoming resources until the pre-conditions have been met.

When donors specify that donations and grants, including capital grants, are for particular restricted purposes, which do not amount to pre-conditions regarding entitlement, this income is included in incoming resources of restricted funds when receivable.

d) Expenditure

All expenditure is accounted for on an accruals basis and includes VAT as the charity is not VAT registered. Governance costs are associated with the governance arrangements of the charity. Support costs are apportioned between the funds based on budgeted expenditure at the start of the year.

**CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2022

e) Depreciation

Major expenditure on tangible fixed assets is capitalised. The cost of other items is written off as incurred.

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

Presentation and copier equipment	33.33% straight line
Office equipment	33.33% straight line
Furniture & fittings	33.33% straight line

f) Debtors

Trade and other debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid.

g) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount.

h) Fund accounting

Funds held by the charity are either:

Unrestricted general funds – these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

Designated funds – these are unrestricted funds that the Trustees have set aside for specific designated purposes.

Restricted funds – these are funds that can only be used for particular restricted purposes within the objects of the charity.

i) Pension Fund (see note 13)

Chelmsford Council for Voluntary Service participates in a defined benefit scheme operated by Essex County Council. The contributions are determined by the scheme actuaries, on the basis of triennial valuations.

j) Legal Status

The charity is a private company limited by guarantee. It is incorporated in England and Wales and its registered address is Burgess Well House, Coval Lane, Chelmsford, Essex, CM1 1FW. The charity meets the definition of a public benefit entity.

**CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2022

2. DONATIONS RECEIVABLE

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
Other donations	7,438	363	7,801	3,156
	<u>7,438</u>	<u>363</u>	<u>7,801</u>	<u>3,156</u>
<i>Total 2021</i>	3,085	71	3,156	

3. INVESTMENT INCOME

All of the charity's investment income arises from interest bearing deposit accounts.

4. GRANTS RECEIVABLE

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
Essex County Council (Public Health)	45,818	-	45,818	58,752
Chelmsford City Council	47,159	19,500	66,659	75,399
Other government grants	106,164	61,069	167,233	112,342
One off grants to support Emergency Response	45,000	-	45,000	64,029
Other grants	67,031	12,500	79,531	49,459
	<u>311,172</u>	<u>93,069</u>	<u>404,241</u>	<u>359,981</u>
<i>Total 2021</i>	260,502	99,479	359,981	

**CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2022

5. SERVICE AND PROJECT INCOME

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
Project and services income	5,561	-	5,561	14,287
Craft Group	-	-	-	-
	<u>5,561</u>	<u>-</u>	<u>5,561</u>	<u>14,287</u>
<i>Total 2021</i>	14,287	-	14,287	

6. CHARITABLE EXPENDITURE

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
Project delivery costs				
Staff costs	240,064	36,995	277,059	244,233
Other professional fees	24,831	595	25,426	25,601
Support costs:				
Rent and rates	12,843	3,514	16,357	15,239
Printing, postage and stationery	1,504	36	1,540	542
Telephone and internet	3,138	919	4,057	2,410
Travelling and meeting costs	1,413	159	1,572	173
Repairs and maintenance	7,229	729	7,958	4,136
Other	8,131	15,926	24,057	7,146
Governance costs (note 7)	6,353	-	6,353	4,054
	<u>305,505</u>	<u>58,874</u>	<u>364,379</u>	<u>303,534</u>
<i>Total 2021</i>	220,018	83,516	303,534	

7. GOVERNANCE COSTS

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
Independent examination	970	-	970	970
Accounts preparation	3,500	-	3,500	2,624
Fees payable to Independent Examiner	4,470	-	4,470	3,594
Bookkeeping	1,870	-	1,870	447
Other professional fees and charges	13	-	13	13
	<u>6,353</u>	<u>-</u>	<u>6,353</u>	<u>4,054</u>
<i>Total 2021</i>	4,054	-	4,054	

**CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2022

8. ANALYSIS OF STAFF COSTS

	2022	2021
	£	£
Wages and salaries	231,321	203,713
Social security costs	16,603	14,208
Pensions	29,135	26,312
	<u>277,059</u>	<u>244,233</u>

None of the employees' emoluments exceeded £60,000.

None of the trustees or persons connected with them received any remuneration for their services.

During the year travel expenses of £0 (2021: £0) were reimbursed to the trustees.

Total key management personnel remuneration benefit during the year amounted to £59,960 (2021: £59,071).

The average number of paid employees during the year, by head count, was 11 (2021: 11)

9. NET INCOME / (EXPENDITURE) FOR THE YEAR

This is stated after charging:

	2022	2021
	£	£
Depreciation	<u>-</u>	<u>85</u>

10. TANGIBLE FIXED ASSETS

	Presentation and copier equipment £	Furniture & fittings £	Office Equipment £	Total £
COST				
At 1 April 2021	7,560	3,029	5,694	16,283
Disposals	-	-	(1,799)	(1,799)
At 31 March 2022	<u>7,560</u>	<u>3,029</u>	<u>3,895</u>	<u>14,484</u>
DEPRECIATION				
At 1 April 2021	7,560	3,029	5,694	16,283
On disposals	-	-	(1,799)	(1,799)
Charge for the year	-	-	-	-
At 31 March 2022	<u>7,560</u>	<u>3,029</u>	<u>3,895</u>	<u>14,484</u>
NET BOOK VALUE				
At 31 March 2022	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
At 31 March 2021	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

**CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2022

11. DEBTORS

	2022	2021
	£	£
Trade debtors	18,888	35,313
Prepayments	1,016	1,127
	<u>19,904</u>	<u>36,440</u>

12. CREDITORS: Amounts falling due within one year

	2022	2021
	£	£
Other creditors including amounts held as Treasurer	238,337	193,252
Trade creditors	31,246	11,615
Tax and social security	1,711	1,711
Accruals	4,157	3,690
Deferred income	12,000	3,460
	<u>287,451</u>	<u>213,728</u>

Deferred income relates to events and projects that have not yet taken place as at the year-end.
All deferred income brought forward was released in the current year.

Other creditors include amounts received from grant providers and donors that are for other charitable organisations and recipients. The Charity acts as Treasurer for the funds and pays out to their intended recipients as and when required. During the year a total of £217,136 was received and £166,054 was paid out. These receipts and payments are not included in the Charity's statement of financial activities. At the balance sheet date a total of £238,337 (2021: £188,252) was held.

13. DEFINED BENEFIT PENSION SCHEME ASSET/(LIABILITY)

The Charity participates in a defined benefit scheme operated by Essex County Council. The assets of the scheme are held separately from those of the charity. The contributions are determined by the scheme actuaries, Barnett Waddingham, on the basis of triennial valuations. The most recent full actuarial valuation was at 31 March 2019 and has specified the employer rates applicable for the three years from 1 April 2020.

To assess the value of the Charity's liabilities at 31 March 2022, the value of the liabilities calculated for the funding valuation at 31 March 2021 have been rolled forward allowing for the different financial assumptions required under FRS 102. To calculate the asset share the assets have been rolled forward allowing for investment returns, contributions paid into, and estimated benefits from the Fund by and in respect of the Charity and its employees. The assumptions that have the most significant effect on the results of the valuation are those regarding the investment return and the rate of increase in salaries and pensions. It is assumed that the discount rate would be 2.60%, salary increases would be 3.85% per annum and that pension increases would increase at the rate of 3.30% per annum.

**CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2022**

13. DEFINED BENEFIT PENSION SCHEME LIABILITY (continued)

The return on the Fund for the year to 31 March 2022 is estimated to be 10.00%. The estimated asset allocation for the Charity as at 31 March 2022 is Equities 60%, Gilts 2%, Other bonds 4%, Property 8%, Cash 3%, Alternative Assets 12% and Other managed funds 10%. The Charity's share of the assets of the Fund is less than 1%. The minimum employer contributions due from the Charity for the period commencing 1 April 2022 are 26.9% of payroll plus £5,000.

	2022	2021
	£	£
Value of scheme assets and liabilities		
Fair value of assets	1,175,000	1,076,000
Present value of scheme liabilities	(1,026,000)	(1,046,000)
Pension scheme surplus at the end of the year	<u>149,000</u>	<u>30,000</u>
 Movements in year		
Surplus/(deficit) at beginning of the year	30,000	(35,000)
Actuarial gains	119,000	65,000
	<u>149,000</u>	<u>30,000</u>

14. COMMITMENTS UNDER OPERATING LEASES

At 31 March 2022 the company's total future minimum lease payments under non-cancellable operating leases, were as follows:

	Land and buildings	
	2022	2021
	£	£
Not later than 1 year	-	11,814
Later than 1 year not later than 5 years	-	-
	<u>-</u>	<u>11,814</u>

**CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2022**

15. UNRESTRICTED FUNDS

Current year	Movement in resources:				Balance at 31/03/2022
	Balance at 01/04/2021	Income	Expenditure	Gains, losses & transfers	
	£	£	£	£	£
General unrestricted funds	54,547	300,628	(284,056)	(2,625)	68,492
Pension reserve	30,000	-	-	119,000	149,000
Designated funds					
a) Employment reserve	30,000	5,000	-	-	35,000
b) Technology reserve	4,375	-	-	2,625	7,000
c) Project Development Fund	25,000	-	-	-	25,000
d) Craft Group	6,101	-	-	-	6,101
e) Chelmsford 4 Good	14,413	2,000	(342)	-	16,071
f) Timebank	8,575	6,312	(8,737)	-	6,150
g) Charity Shop	59,148	13,307	(3,973)	-	68,482
h) Operation Shield	-	-	-	-	-
i) Essex Family Support	7,292	14,145	(9,379)	-	12,058
j) Chelmsford West Garden	952	-	(688)	-	264
k) Tennyson Garden	2,900	963	(2,303)	-	1,560
	<u>243,302</u>	<u>342,355</u>	<u>(309,478)</u>	<u>119,000</u>	<u>395,179</u>

Prior year	Movement in resources:				Balance at 31/03/2021
	Balance at 01/04/2020	Income	Expenditure	Gains, losses & transfers	
	£	£	£	£	£
General unrestricted funds	17,074	246,600	(209,127)	-	54,547
Pension reserve	(35,000)	-	-	65,000	30,000
Designated funds					
a) Employment reserve	30,000	-	-	-	30,000
b) Technology reserve	4,375	-	-	-	4,375
c) Project Development Fund	25,000	-	-	-	25,000
d) Craft Group	6,101	-	-	-	6,101
e) Chelmsford 4 Good	14,712	-	(300)	-	14,413
f) Timebank	9,881	8,460	(9,765)	-	8,575
g) Charity Shop	41,577	19,649	(2,078)	-	59,148
h) Operation Shield	-	-	-	-	-
i) Essex Family Support	-	7,292	-	-	7,292
j) Chelmsford West Garden	-	1,000	(48)	-	952
k) Tennyson Garden	-	3,678	(778)	-	2,900
	<u>113,721</u>	<u>286,679</u>	<u>(222,096)</u>	<u>65,000</u>	<u>243,303</u>

- a) The employment reserve was established to mitigate risks to the charity as an employer.
b) The technology reserve was established to mitigate risks arising from technology failure.
c) The project development fund was established to allow the charity to respond quickly to new opportunities.

**CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2022**

15. UNRESTRICTED FUNDS (Continued)

- d) Income to the craft group fund arises from sale of crafts and bunting.
- e) A corporate brokering project, aiming to raise the profile of local charities with businesses in the local area and to build a local 'Community Chest'.
- f) The charity is grant funded to deliver Timebank in Chelmsford and Rayleigh Rochford as part of the Essex Timebank project, led by Community360 and funded by Big Lottery and ECC.
- g) Established to offer supported volunteering placements and to help raise funds for the charity and other local charitable causes.
- h) Operational costs of working in partnership with the City Council to support the set up and delivery of the Community Resilience Hub and Helpline.
- i) The charity is grant funded to delivery the Essex Family support service in Chelmsford, led by Community360 who are under contract to delivery an Essex-wide service.
- j) A small project to offer enhancements to Chelmsford West Children's Centre Garden.
- k) A small project to create a Live Well Social Prescribing Garden working collaboratively with Chelmsford West PCN, Active Chelmsford and RHS Hyde Hall.

**CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2022**

16. RESTRICTED FUNDS

Current year		Movement in resources:			
	Balance at				Balance at
	01/04/2021	Income	Expenditure	Transfers	31/03/2022
	£	£	£	£	£
a) Shed development Fund	5,101	-	(2,023)	-	3,078
b) Chelmsford Shed	2,972	363	(55)	-	3,280
c) Living safe and well	68,721	50,000	(28,599)	-	90,121
d) ProAct Fund	5,056	-	(5,056)	-	-
e) SWOT	30,343	4,808	(5,647)	-	29,504
f) Volunteer centre	9,923	38,261	(17,493)	-	30,691
g) Cinema 4 All	1,631	-	-	-	1,631
	<u>123,746</u>	<u>93,432</u>	<u>(58,874)</u>	<u>-</u>	<u>158,305</u>

Prior year		Movement in resources:			
	Balance at				Balance at
	01/04/2020	Income	Expenditure	Transfers	31/03/2021
	£	£	£	£	£
a) Shed development Fund	5,589	30	(518)	-	5,101
b) Chelmsford Shed	2,931	41	-	-	2,972
c) Living safe and well	65,545	43,900	(40,724)	-	68,721
d) ProAct Fund	5,056	-	-	-	5,056
e) SWOT	28,210	9,300	(7,167)	-	30,343
f) Volunteer centre	(1,250)	46,279	(35,106)	-	9,923
g) Cinema 4 All	1,631	-	-	-	1,631
	<u>107,712</u>	<u>99,550</u>	<u>(83,516)</u>	<u>-</u>	<u>123,746</u>

- a)/b) The Men's Shed project fund has been split into Shed Development Fund and Chelmsford Shed Fund.
Grant funding is used to develop local shed projects.
- c) Funding to host and operate the Social Prescribing Programme.
- d) Closing balance of the former charity to hold as a BAME strategic fund.
- e) Grant received to delivery the SWOT volunteering project.
- f) Specialist volunteer brokerage project providing support and expertise within the local community, to potential and existing volunteers and volunteer involving organisations (formerly designated).
- g) Grant received from Essex Community Foundation to deliver a community cinema pilot in collaboration with City of Chelmsford Mencap.

**CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2022**

17. ANALYSIS OF NET ASSETS (between restricted and unrestricted funds)

Current year	Tangible fixed assets £	Other net assets £	Total £
General unrestricted	-	68,492	68,492
Designated	-	177,687	177,687
Pension reserve	-	149,000	149,000
Total Unrestricted	-	395,179	395,179
Restricted	-	158,305	158,305
	-	553,484	553,484
Prior year	Tangible fixed assets £	Other net assets £	Total £
General unrestricted	-	54,547	54,547
Designated	-	158,756	158,756
Pension reserve	-	30,000	30,000
Total Unrestricted	-	243,303	243,303
Restricted	-	123,746	123,746
	-	367,049	367,049

18. RELATED PARTY TRANSACTIONS

There were no related party transactions during the year.

19. COMPANY LIMITED BY GUARANTEE

Every member of the company undertakes to contribute to the assets of the Company in the event of the same being wound up during the time he/she is a member, or within one year afterwards, for the payments of the debts and liabilities of the company contracted before the time at which he/she ceases to be a member and of the costs, charges and expenses of winding up the same, and for the adjustments of the rights of the contributors among themselves such amount as may be required not exceeding one pound.