

REGISTERED CHARITY NUMBER: 1161498

Report of the Trustees and
Unaudited Financial Statements for the Period 30 April 2015 to
31 March 2016
for
The Wokingham Volunteer Centre

PPK Accountants Limited
Sandhurst House
297 Yorktown Road
Sandhurst
Berkshire
GU47 0QA

The Wokingham Volunteer Centre
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for the Period 30 April 2015 to 31 March 2016

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The Wokingham Volunteer Centre

Report of the Trustees **for the Period 30 April 2015 to 31 March 2016**

The trustees present their report with the financial statements of the charity for the period 30 April 2015 to 31 March 2016. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1161498

Principal address

The Ritz Plaza
10 Denton Road
Wokingham
Berkshire
RG40 2DX

Trustees

D Vaughan	Chairman	- appointed 30.4.15
Mrs W Kitteridge	Treasurer	- appointed 30.4.15
Mrs J De Michel		- appointed 30.4.15
B Lewis		- appointed 30.4.15
B Hoare		- appointed 30.4.15
P Evans		- appointed 30.4.15
N Dunlop		- appointed 30.4.15
D Knee		- appointed 30.4.15

Independent examiner

PPK Accountants Limited
Sandhurst House
297 Yorktown Road
Sandhurst
Berkshire
GU47 0QA

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a Charity Commission scheme and constitutes a Charitable Incorporated Organisation (CIO).

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

ACHIEVEMENT AND PERFORMANCE

The charity was incorporated in April 2015 and commenced activities on October 1st 2015, when it took over the projects previously run by the Wokingham Volunteer Centre an unincorporated charity which ceased activities on 30th September 2015. The financial challenges of securing project funding for the charity as with most in this sector have continued to be a main focus of trustee attention.

Total incoming resources were £180,210 for the financial period year ended 31 March 2016; this included a net fund transfer of £114,682 from Wokingham Volunteer Centre when it closed on 30th September 2015. The net incoming resources were £65,528 with costs amounting to £76,324.

The Wokingham Volunteer Centre

Report of the Trustees
for the Period 30 April 2015 to 31 March 2016

FINANCIAL REVIEW

During the last financial period the charity continued to be dependent on grants from local councils as the majority source of its income. This restricted income source which has not been increased for many years has led to the current situation where the financial result for most of the projects is a negative result in the period.


RESERVES

After a meeting post financial year end with Wokingham Borough Council representatives on future funding, it was confirmed that the remaining grants which were renewed at April 16 will now expire at 31 March 2017. New grants will only be awarded after successfully completing the local authority commissioning process. The last renewal by the local authority saw the funding amount being reduced by a minimum of 5% and therefore the trustees remain concerned about the ongoing funding situation. It was agreed by all the trustees that there should be designated reserves set of 2 quarters operating costs. This amounted to £76,000 based on the 6 months to 31 March 16. This left a net unrestricted reserve of £27,886.

SUMMARY

The trustees, centre manager, staff and volunteers remain focused on maintaining its vital service function to the vulnerable and disadvantaged members of this community who have come to expect the support they receive. We thank those who continue to fund or donate to us in these difficult economic times.

Approved by order of the board of trustees on 17th August 2016 and signed on its behalf by:


.....
D Vaughan - Trustee

Independent Examiner's Report to the Trustees of
The Wokingham Volunteer Centre

I report on the accounts for the period 30 April 2015 to 31 March 2016 set out on pages four to eight.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this period (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required.

It is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

Basis of the independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statements below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
- to keep accounting records in accordance with Section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



James Brooks
ACCA
PPK Accountants Limited
Sandhurst House
297 Yorktown Road
Sandhurst
Berkshire
GU47 0QA

Date: 8th August 2016

The Wokingham Volunteer Centre
Statement of Financial Activities
for the Period 30 April 2015 to 31 March 2016

	Notes	Unrestricted funds £
INCOMING RESOURCES		
Incoming resources from generated funds		
Voluntary income		43,067
Activities for generating funds	2	1,692
Investment income	3	345
Incoming resources from charitable activities		
Charitable Activities		20,424
Other incoming resources		114,682
Total incoming resources		180,210
 RESOURCES EXPENDED		
Costs of generating funds		
Costs of generating voluntary income		73,823
Governance costs		2,501
Total resources expended		76,324
 NET INCOMING RESOURCES		103,886
 TOTAL FUNDS CARRIED FORWARD		103,886

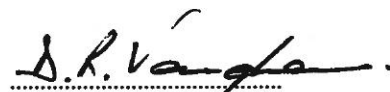
The notes form part of these financial statements

The Wokingham Volunteer Centre

**Balance Sheet
At 31 March 2016**

	Notes	£	Unrestricted funds £
CURRENT ASSETS			
Debtors	6		3,273
Cash at bank and in hand			109,751
			<hr/> 113,024
CREDITORS			
Amounts falling due within one year	7		(9,138)
			<hr/>
NET CURRENT ASSETS			103,886
			<hr/>
TOTAL ASSETS LESS CURRENT LIABILITIES			103,886
			<hr/>
NET ASSETS			103,886
			<hr/> <hr/>
FUNDS	8		
Unrestricted funds			103,886
			<hr/>
TOTAL FUNDS			103,886
			<hr/> <hr/>

The financial statements were approved by the Board of Trustees on 17th August 2016 and were signed on its behalf by:


D Vaughan -Trustee


Mrs W Kitteridge -Trustee

The notes form part of these financial statements

The Wokingham Volunteer Centre
Notes to the Financial Statements
for the Period 30 April 2015 to 31 March 2016

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements have been prepared on the going concern basis.

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Charities Act 2011 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

2. ACTIVITIES FOR GENERATING FUNDS

	£
Fundraising events	1,692
	<hr/>

3. INVESTMENT INCOME

	£
Rents received	130
Deposit account interest	215
	<hr/>
	345
	<hr/>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the period ended 31 March 2016.

Trustees' expenses

There were no trustees' expenses paid for the period ended 31 March 2016.

The Wokingham Volunteer Centre

Notes to the Financial Statements - continued
for the Period 30 April 2015 to 31 March 2016

5. STAFF COSTS

Wages and salaries	£ 43,409
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The average monthly number of employees during the period was as follows:

General and administration	6
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No employees received emoluments in excess of £60,000.

6. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

Trade debtors	£ 2,067
Other debtors	1,206
	<u>3,273</u>

7. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

Trade creditors	£ 3,116
Taxation and social security	3,086
Other creditors	2,936
	<u>9,138</u>

8. MOVEMENT IN FUNDS

	Net movement in funds £	Transfers between funds £	At 31.3.16 £
Unrestricted funds			
General fund	114,682	(75,000)	39,682
Centre Manager	420	-	420
Gardening	(3,603)	-	(3,603)
Transport Scheme	(2,484)	-	(2,484)
Vol Brokerage	(2,228)	-	(2,228)
WTM	(2,901)	-	(2,901)
Designated Reserves	-	75,000	75,000
	<u>103,886</u>	-	<u>103,886</u>
TOTAL FUNDS	<u>103,886</u>	-	<u>103,886</u>

The Wokingham Volunteer Centre

Notes to the Financial Statements - continued
for the Period 30 April 2015 to 31 March 2016

8. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	117,835	(3,153)	114,682
CCG - Supp Vol	516	(516)	-
Centre Manager	12,000	(11,580)	420
Gardening	21,931	(25,534)	(3,603)
Transport Forum Project	650	(650)	-
Transport Scheme	13,414	(15,898)	(2,484)
Vol Brokerage	7,907	(10,135)	(2,228)
WTM	5,957	(8,858)	(2,901)
	<hr/> 180,210	<hr/> (76,324)	<hr/> 103,886
TOTAL FUNDS	<hr/> <hr/> 180,210	<hr/> <hr/> (76,324)	<hr/> <hr/> 103,886

The Wokingham Volunteer Centre
Detailed Statement of Financial Activities
for the Period 30 April 2015 to 31 March 2016

£

INCOMING RESOURCES

Voluntary income

Grants	43,067
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Activities for generating funds

Fundraising events	1,692
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Investment income

Rents received	130
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Deposit account interest	215
--------------------------	-----

345

Incoming resources from charitable activities

No description	20,424
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Other incoming resources

Exceptional items	114,682
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Total incoming resources	180,210
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RESOURCES EXPENDED

Costs of generating voluntary income

Wages	43,409
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Other operating leases	4,500
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Rates and water	629
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Insurance	847
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Light and heat	460
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Telephone	865
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Printing, postage & stationery	1,897
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Costs of volunteer activities	19,908
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Office running costs	1,308
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73,823

Governance costs

Accountancy	1,200
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AGM fees	479
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Legal fees	822
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2,501

Total resources expended	76,324
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Net income	103,886
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This page does not form part of the statutory financial statements