

REGISTERED COMPANY NUMBER: 07019841 (England and Wales)
REGISTERED CHARITY NUMBER: 1132927

**COMMUNITY AND VOLUNTARY SERVICES
CHESHIRE EAST**

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

**COMMUNITY AND VOLUNTARY SERVICES
CHESHIRE EAST**

**CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

	Page
Report of the Trustees	1 to 11
Independent Examiner's Report	12
Statement of Financial Activities	13
Balance Sheet	14 to 15
Notes to the Financial Statements	16 to 26
Detailed Statement of Financial Activities	27 to 28

COMMUNITY AND VOLUNTARY SERVICES CHESHIRE EAST

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2021. The trustees have adopted 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 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

Charitable objectives

The Charity's objectives, as stated in the Memorandum of Association, are;

1. To promote any charitable purposes for the benefit of the community within the local government district of Cheshire East Borough Council and its neighbourhood and, in particular the advancement of education, the furtherance of health and the relief of poverty, distress and sickness;
2. To promote and organise co-operation in the achievement of the above purposes and to bring together in council representatives of the voluntary organisations, statutory authorities and individuals within the Area of Benefits.

Vision for the Charity

Building strong self-motivated communities that make a difference.

Aims

Building dynamic communities

Build strong self-motivated communities that are connected, skilled, informed and knowledgeable.

Inspiring volunteering

Inspire the community to volunteer and showcase the diverse range of roles available within the community.

Empowering a voice

Empower the voluntary and community sector to have a strong voice.

Main objectives for the period

1. The Charity has a sustainable model with skilled & knowledgeable Trustees, staff and volunteers and ensures equality and confidentiality in all areas of work.
2. That the Charity works towards achieving the strategic aims within the 2015-2020 strategy.

Strategies for achieving these objectives

To achieve the aims and objectives, the key activities for the Charity in 2020-2021 were:

1. Full review of the GRIPP Checklist ensuring that this is completed and that we can use this to measure the movement of the organisation.
2. Build on the current network model, developing new networks to support bringing together individuals with similar interests to connect, learn and act.
3. Development of a peer support service aimed at staff and volunteers within VCFSE organisations. This service is aimed at addressing the mental health and isolation issues that some of these individuals are starting to experience.

**COMMUNITY AND VOLUNTARY SERVICES
CHESHIRE EAST**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021**

4. Development of an online portal where network members can link together and network independently. Ensuring within this that there is the option for individuals to offer peer to peer support and advice and to request specific areas of support from each other.
5. Review the IT system used for advertising volunteers - this is linked to the online portal above. Within this we are also looking at what we can offer the groups above our current offer, enabling them to have a system to manage their volunteers.
6. Development of an Intelligence hub - Enhanced insight sharing through creating an online VCFS insight and intelligence hub
7. Review of data collection, reporting, and marketing of the service.
8. Secure funding and develop a sustainable funding model for the Charity including; completion of refurbishment and launch building as a meeting space and a review of the membership model with the aim of simplifying the payment process and increasing engagement

COMMUNITY AND VOLUNTARY SERVICES CHESHIRE EAST

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

OBJECTIVES AND ACTIVITIES

Significant activities

During 2020-2021 the Charity has:

1. Rapidly expanded our networks to bring VCFS organisations together, due to COVID we moved all of our services online
2. Continued to deliver tailored 1-2-1 support remotely
3. Carried out an extensive consultation and listening exercise with the sector to understand their needs moving forward and how our service can adapt to support them
4. Started the development of an online network ecosystem for the VCFS in Cheshire East
5. Moved all the staff and volunteers to remote working
6. Completed the refurbishment of the Gatefield Street Office

Other activities

During this time the Charity has continued to deliver public benefit including:

- Partnership working with Cheshire East Council and other statutory organisations and the wider voluntary and community sector within Cheshire East, during the year The Charity particularly worked to support the voice of the sector locally, regionally and nationally in response to COVID. We actively supported the campaign #NeverMoreNeeded which highlighted the role of the sector in the response to the pandemic.
- Delivering activities to improve the capacity and quality of voluntary organisations and community groups. During 2020-2021 due to the pandemic the Charity focused on offering advice, information and training, developing and strengthening our range of networks supporting peer support and facilitating liaison and collaboration between voluntary organisations.

Projects undertaken

East Cheshire Trust Volunteering

The Charity has completed the eighth year of support to the Volunteering Programme for Eastern Cheshire NHS Trust. This project has successfully supported the Trust to be able to deliver against its Strategy for Volunteering and Giving and has established and developed a responsive and skilled volunteer workforce and embeds the concept of giving as a key business practice. This project was given approval to continue until March 2022.

New Leaf

CVS is within the fourth year of the New Leaf project. New Leaf brings together partners as well as employers from across Warrington and Cheshire to change lives, create opportunities and make a positive contribution to local communities and the regional economy. New Leaf is looking to get over 2,800 people from across Cheshire into or closer to employment over the next three years.

The project has been allocated £10.6 million of funding through the Building Better Opportunities programme and is funded by the European Social Fund and the National Lottery, through the Big Lottery Fund, which provides investment in local projects that increase economic development by investing in projects which will support skills development, employment and job creation, social inclusion and local community regeneration.

Through this project CVS is providing volunteer placement opportunities for individuals.

COMMUNITY AND VOLUNTARY SERVICES CHESHIRE EAST

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

OBJECTIVES AND ACTIVITIES

Families Together

The Charity is a partner in a Sport England funded project which supports families in Crewe to volunteer together. The aim of the project is to encourage families to be healthier and more active with volunteering being the catalyst for this. The project is delivered in partnership with Chester Voluntary Action (lead) and Warrington Voluntary Action. This is a 3 year funded project which began in October 2017 and ended in October 2020.

Public benefit

The Charity delivers high quality support to the Voluntary & Community sector in Cheshire East. Through this support, our service users are better placed to deliver their own support and services to members of the public throughout the Cheshire East area and wider. The Charity also through its volunteering service provides support to individual members of the public enabling them to volunteer, thus gaining personal benefits, such as confidence and employment and they also support the delivery of services to the public.

Grantmaking

During 2020-2021 the Charity distributed grants to local charities through funding received from Cheshire East Council.

Grants were distributed to local charities to support them make changes to their services, so they were able to respond to COVID-19 within the first 3 months. The funding was advertised to CVS members and was distributed on a rolling process until the amount awarded was spent.

	£
Mentell	208.20
Visyon	183.59
Audlem and District Community Action	917.37
End of Life Partnership	440.00
Citizens Advice Cheshire East North	1,223.55
Nantwich Museum	143.88
Age UK Cheshire East	56.08
Wilmslow Self Isolation Group	22.00
	3,194.67

The funding was also used to provide contactless devices for local groups to use to support residents paying for shopping. These devices were loaned out and all but 1 were returned. One is still being used by a social supermarket. None of this funding was taken as a management fee by the Charity.

The Charity also received £19,999 from Cheshire & Merseyside Women & Children's Services Partnership. This funding has been allocated to 5 local charities to support maternal mental health of women and their families. The funding will not be paid to the charities until May 2021. The Charity has used £1,000 of this funding to support the process of grant management. This funding was advertised to all VCFS organisations and was approved through an application process with the CVS team assessing and awarding the grants. Only 1 application was not successful.

Organisation	Approved £
Family Ties CIC	4,310
Motherwell	3,197
Smile	4,310
SWaNs CIC	3,096
Rubys Fund	4,085

**COMMUNITY AND VOLUNTARY SERVICES
CHESHIRE EAST**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021**

OBJECTIVES AND ACTIVITIES

Volunteers

During 2020-2021 the Charity was able to enable many of its volunteers to continue their role from home. When possible, volunteers worked from the office as this supported the mental health of the volunteers however this was only available when we were able to.

During the year there was a decrease in the number of active volunteers to 8 active and 6 on hold due to COVID and the restrictions on coming into the office. We supported volunteers where possible to continue their activities from home.

During 2020-2021 volunteers provided 801 hours of support. This was a 395 reduction on 2019-2020 but considering the restrictions we were very grateful for the continued support. At minimum wage this is worth £6,985. They continued to support all areas of the service including helping maintain the database, writing communications including social media updates to promote the service.

COMMUNITY AND VOLUNTARY SERVICES CHESHIRE EAST

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

ACHIEVEMENT AND PERFORMANCE

Charitable activities

During 2020-2021 CVS Cheshire East has been working towards their vision;

Building strong empowered communities that make a difference

Overall, during the year, the Charity provided support to 388 VCFS organisations operating within Cheshire East. This is 26% of the sector in Cheshire East.

The following report shows how the activities undertaken have supported the achievement of the missions and outcomes.

Building Dynamic Communities

Over the year, 2 organisations were supported with tailored development support through 1,149 advice sessions. This is a 21% on the number supported in 2019-2020, however due to COVID the support needs of the organisations changed with some organisations reducing or stopping their delivery. The average amount of time provided to each organisation increased from 3.4hrs in 2019-2020 to 4.4hrs in 2020-2021.

17% of the advice sessions delivered have had a focus on funding this was the same as 2019-2020.

10% focused on general governance. Organisations were also supported on other topics including, finance, business planning, policies, and project management.

During 2020-2021 21% of the activities were account management. This was a significant increase on 2019-2020 which was 3%. During this year we focused on supporting the wellbeing of our members through regular check in conversations to support them. During COVID we know that people became more isolated from their team while facing more stress and so we wanted to make sure they were not alone and were supported in their decision making.

Training and Networks

Overall 539 people from 258 organisations accessed the training and network programme which aims to enable staff and volunteers from the VCFS to Learn, Connect and Act.

During the year we delivered 116 training or network events. This is a significant increase from 51 during 2019-2020. This year due to COVID we recognised the need to regularly share information and provide a space for people to link to others. We delivered a weekly session - Thursday Thoughts - which provided an overview of the ever-changing guidance during the pandemic.

We also moved much of our training programme online towards the end of the year to support the knowledge and skills of the sector.

Funding Support

64 organisations were supported with 108 funding bids worth £1.5m.

There was an average bid size of £13,569. To date £558,226 has been brought into Cheshire East organisations through the Charities support.

Supporting organisations with funding bids remains a high priority for the Charity during 2021-2022.

Empowering a Voice

VCFS organisations were encouraged to work together and share experiences and resources through a variety of means.

During this year we have facilitated a meeting with the Local Authority focused on the COVID response. Through this we influenced the development of their grant scheme and also secured the small funding we allocated.

We have been working closely with the MP for Crewe and Nantwich supporting their links into the voluntary sector.

**COMMUNITY AND VOLUNTARY SERVICES
CHESHIRE EAST**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021**

Our CEO has been seconded into the Cheshire and Merseyside Health and Care Partnership during the year and through this has, developed the Maternal Mental Health grant scheme, influenced the NHS Charities together fund with 1 of the bids being developed by the Charity for partners working with BAME communities, brought in funding to Cheshire and Warrington to review the implementation of NHS Volunteer Responders.

We have been working closely with our colleagues in Cheshire and Warrington and have formalised the Cheshire and Warrington Infrastructure Partnership. Through this group we have been specifically influencing the Cheshire Community Foundation COVID response grants and have been collating research on the state of the sector during COVID and feeding this information in to stakeholders.

CVS Development officers gather 'voice issues' through networks and 1:1 support sessions. We also encourage organisations to raise any issues with us through the 'Voice News' e-bulletin and the website.

Inspiring Volunteering

On average 24% of the advice sessions delivered have had a focus on volunteering good practice and encouraging volunteering.

During 2020-2021 the demand for the general volunteering service reduced drastically as VCFS organisations had to reduce or limit the services that they offered. In 2019 we advertised 316 opportunities compared to 113 in 2020-2021. The demand for this service was starting to grow in March and we expect this to return to normal levels during 2021-2022.

Many other CVS organisations led on the local volunteering response. In Cheshire East, the Local authority led on this with a service called People Helping People. We signposted any individuals wishing to volunteer to this site for them to register here.

Outside of this we had 488 people register expressing an interest in the general opportunities that we advertised.

COMMUNITY AND VOLUNTARY SERVICES CHESHIRE EAST

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

FINANCIAL REVIEW

Financial results

During 2020-2021 the Trustees started the year with a deficit budget of £127,000, over the year the CEO and Management team worked to reduce this position. The Trustees put in a plan to review the financial position in July 2020 to manage the need to reduce costs.

Over the year the Charity was able to secure a mix of local and national grants and secured a new contract with Macclesfield Town Council.

At the end of March 2021, the Charity had utilised £23,000 of reserves covering the operational activities and had used an additional £39,844 to complete the refurbishment of Gatefield Street.

While the Trustees always aim for a balanced or surplus budget we do believe that we have ended the year in a good financial position considering the challenges that COVID brought and the size of deficit.

As the financial recovery plan from the loss of local authority funding wasn't able to start in 2020-2021 due to COVID in 2021-2022 the Charity again faces a deficit budget which again we have a funding plan in place for. The Trustees will be reviewing the financial position in July 2021.

Ongoing contracts

During 2020-2021 the Charity continued to deliver the following contracts; European funding secured through the Building Better Opportunities fund and an ESF technical assistance project. These funds were initially due to end in July 2021 and have now been extended to July 2023.

Funding from Sport England was secured through a partnership project with Chester Voluntary Action and Warrington Voluntary Action. This is a 3 year project ended in October 2020.

ESF Technical Assistance. This funding was extended and is now due to end September 2021.

East Cheshire NHS Trust Volunteering programme. This contract has been extended for 2 years and is due to end March 2022.

Investment policy and objectives

The Charity takes a cautious approach towards investments, adopting a short term, low risk policy.

During 2020-2021 the Trustees reviewed the investment of the reserves in savings accounts, moving the funds to new accounts to ensure they are securing the best return while maintaining a low risk policy.

Reserves policy

The reserves policy was reviewed by the Board during 2020. This policy allocated money from the general fund balance, which is not invested in fixed assets for a number of purposes. These provide for major items of maintenance of the fabric of the building, for any delays in receipt of promised grants and for the costs of dissolution should the charity be unable to continue.

The Board of Trustees will continue to review the reserves policy annually with the aim of increasing the current level of free reserves, which currently represents 3-4 months of running costs, to a level which would provide cover for 6 months.

In January 2020, the Charity lost a significant contract with Cheshire East Council which meant that in February 2020 the charity faced a deficit budget. A plan was developed which would see the use of reserves over the next 2 financial years while the Charity replaced the income lost. Due to COVID the Trustees were not able to put this plan into place as grant funders changed their process and as an organisation we were not able to secure the trading income from training and room hire.

The expectation was that by the end of the 2 years (March 2022) the level of reserves will have reduced to 6 months. This would keep us within an acceptable level of reserves. The Charity is still aiming to keep to this plan during 2021-2022.

COMMUNITY AND VOLUNTARY SERVICES CHESHIRE EAST

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

FUTURE DEVELOPMENTS

During 2020-2021 the Charity undertook research, listening to our members and the wider VCFS to gain an understanding of what their current and future needs are. We wanted to ensure that our services were truly rooted in the needs of the Sector.

In total, we have actively consulted with 14% of VCFS organisations within Cheshire East (208) based on an estimated 1,482 charitable groups within the region. We also heard from 243 current and prospective volunteers through our volunteering survey.

As VCFS organisations are our main beneficiaries we focused on listening to them. We engaged through

- Direct 1-2-1 contact with members by appointment to complete the member survey
- Online invitation for members to complete the survey
- Online survey access for non-member organisations
- Consultation discussions with members and non-members at CVS network sessions
- Online survey access for current and prospective volunteers

From the results of this the Charity has refreshed its strategic plan and will be finalising this in 2021-2022 with a new work areas. In order to deliver the activities the charity will focus on:

- Ensuring that CVSCE can demonstrate the impact of its work on the people, organisations and wider community that the services support.
- Developing our relationships with our members and the wider VCFS, working with them in partnership to enable us to deliver the vision.
- Continuing to develop the volunteer base enabling CVS to have the capacity to deliver the service to the VCFS.
- Ensuring that there is a realistic resource and funding plan in place to ensure each activity area can be delivered effectively. This includes having a maximised membership model and
- Ensuring that there is extensive awareness and visibility of the charity, its vision and the services that we offer. This includes creating a marketing and engagement plan which focuses on ensuring that the Sector in Cheshire East know who we are, what we do and how to contact us and that we have a clear online message for the wider community.
- Working Strategically with partners within Cheshire East and across Cheshire and Warrington to link up and ensure effective representation of the sector.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Community and Voluntary Services (CVS) Cheshire East has been operational since 1 January 2010.

The Charity is controlled by its governing documents, Memorandum and Articles of Association, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

CVS Cheshire East was approved as a registered charity by the Charity Commission for England and Wales.

COMMUNITY AND VOLUNTARY SERVICES CHESHIRE EAST

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Recruitment and appointment of new trustees

The Charity seeks to have a maximum of 12 members of the board, 7 elected from the membership and up to 5 co-opted for specific skills, knowledge and experience. The board will always aim to have a majority from the membership.

When a vacancy for a membership position arises, it is advertised to all member organisations. It is accepted that members have the right to elect those individuals that they feel represent their interests, however, existing board members have the responsibility to ensure that the needs of the organisation in terms of governance are met by those elected. The board seeks to do this by adopting a system of recommending Trustee appointments to the membership. The membership will then be able to choose and elect a recommended candidate(s) to the board.

When a need arises to co-opt a member with specific skills or knowledge the process will be managed through open recruitment with interviews with successful candidates being invited onto the board. The existing board will then recommend to the membership that the co-opted individuals be ratified as Trustees at the next AGM.

Induction and training of new Trustees

As part of their induction programme, new Trustees of the Charity are made aware of their corporate responsibilities as board members.

As induction process includes an introduction to strategic business planning objectives, scope and policies. They are also given a copy of the previous year end accounts and the current financial position which is then reported on quarterly to all board members.

Organisational structure

The members of the board (which consists of Trustees of the Charity) are responsible for the governance of the charity. They are elected at the annual general meeting by member organisations.

The board of Trustees meet every 2 months to manage and monitor the strategic direction and operations of the Charity.

Detailed policy making is delegated to the following sub-committees who make recommendations back to the board for final ratification:

- Finance and Compliance Sub-Committee
- Funding and Development Sub-Committee
- Policy Sub-Committee

The board delegates the day-to-day running of the services to its staff headed by the Chief Executive. No board members receive remuneration for their role.

Wider network

The Charity is a member of the National Association for Community and Voluntary Action (NAVCA) which is the National Association for Voluntary and Community Action and of the National Council for Voluntary Organisations (NCVO). We are also a member of Voluntary Sector Northwest (VSNW) which provides a strategic voice for voluntary organisations operating within the Northwest.

Related parties

The Charity works closely with all the partners who provide funding contributions towards both the general running and overhead costs and ring-fenced project-based activities. Staff within these organisations receive information on how projects are progressing and work with the Charity to identify areas where further support would add value to the local community.

**COMMUNITY AND VOLUNTARY SERVICES
CHESHIRE EAST**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Risk management

The Trustees review the major issues which the charity faces at each board meeting. They believe that maintaining the free reserves at the levels stated in the Reserve Policy, combined with the internal financial control systems in operation, will provide sufficient resources in the event of adverse conditions. The Trustees examine the major risk and issues that the Charity faces each financial year when preparing and updating the strategic plan.

Governance and internal control

The Trustees continue to consider and identify the major issues to which the Charity is exposed. The Charity's system of internal controls is designed to provide reasonable but not absolute assurance against material misstatement or loss. The Trustees are satisfied that the systems in place reduce their exposure to major issues.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

07019841 (England and Wales)

Registered Charity number

1132927

Registered office

Ashfield House
1a Gatefield Street
Crewe
Cheshire
CW1 2JP

Trustees

M L Beswick Retired
G Etherton Manager (resigned 10.12.20)
M Hills Chief Executive
M A Hulme Retired
R M Owen Retired Chartered Engineer
A E Pickup Co-opted trustee
H Smith Member trustee (appointed 4.11.20)

Independent Examiner

Murray Smith LLP
Chartered Accountants
Darland House
44 Winnington Hill
Northwich
Cheshire
CW8 1AU

Approved by order of the board of trustees on 29 July 2021 and signed on its behalf by:

DocuSigned by:



055992D76170480...

M A Hulme - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
COMMUNITY AND VOLUNTARY SERVICES
CHESHIRE EAST**

Independent examiner's report to the trustees of Community and Voluntary Services Cheshire East ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2021.

Responsibilities and basis of report

As the charity's 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 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

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of ICAEW 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:

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.

DocuSigned by:

Mike Benson

746A2245B30B444...

Michael Benson
ICAEW
Murray Smith LLP
Chartered Accountants
Darland House
44 Winnington Hill
Northwich
Cheshire
CW8 1AU

29 July 2021

**COMMUNITY AND VOLUNTARY SERVICES
CHESHIRE EAST**

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2021**

	Notes	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	23,180	4,826	28,006	3,269
Charitable activities					
Community and voluntary services	5	49,801	206,368	256,169	355,931
Other trading activities	3	56,808	6,858	63,666	59,278
Investment income	4	22,096	-	22,096	8,932
Other income		-	-	-	99,984
Total		<u>151,885</u>	<u>218,052</u>	<u>369,937</u>	<u>527,394</u>
EXPENDITURE ON					
Charitable activities					
Community and voluntary services	6	212,199	181,294	393,493	430,531
NET INCOME/(EXPENDITURE)		<u>(60,314)</u>	<u>36,758</u>	<u>(23,556)</u>	<u>96,863</u>
Transfers between funds	19	<u>(3,845)</u>	<u>3,845</u>	<u>-</u>	<u>-</u>
Net movement in funds		<u>(64,159)</u>	<u>40,603</u>	<u>(23,556)</u>	<u>96,863</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>658,970</u>	<u>15,795</u>	<u>674,765</u>	<u>577,902</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>594,811</u></u>	<u><u>56,398</u></u>	<u><u>651,209</u></u>	<u><u>674,765</u></u>

The notes form part of these financial statements

**COMMUNITY AND VOLUNTARY SERVICES
CHESHIRE EAST**

**BALANCE SHEET
31 MARCH 2021**

	Notes	2021 £	2020 £
FIXED ASSETS			
Tangible assets	13	314,294	315,048
CURRENT ASSETS			
Debtors	14	101,490	159,260
Cash at bank and in hand		253,553	234,224
		<u>355,043</u>	<u>393,484</u>
CREDITORS			
Amounts falling due within one year	15	(16,462)	(25,439)
NET CURRENT ASSETS		<u>338,581</u>	<u>368,045</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		652,875	683,093
CREDITORS			
Amounts falling due after more than one year	16	(1,666)	(8,328)
NET ASSETS		<u>651,209</u>	<u>674,765</u>
FUNDS	19		
Unrestricted funds		594,811	658,970
Restricted funds		56,398	15,795
TOTAL FUNDS		<u>651,209</u>	<u>674,765</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

**COMMUNITY AND VOLUNTARY SERVICES
CHESHIRE EAST**

**BALANCE SHEET - continued
31 MARCH 2021**

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 29 July 2021 and were signed on its behalf by:

DocuSigned by:

055992D76170480...
M A Hulme - Trustee

**COMMUNITY AND VOLUNTARY SERVICES
CHESHIRE EAST**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (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 (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Income with related expenditure

Where income has related expenditure the income and related expenditure is reported gross in the Statement of Financial Activities.

Donations and legacies

Voluntary income by way of grants, donations and gifts is included in the Statement of Financial Activities when receivable and only when the Charity has unconditional entitlement to the income.

Tax reclaims on donations and gifts

Income from tax reclaims is included in the Statement of Financial Activities at the same time as the gift/donation to which it relates.

Volunteer help

The value of any volunteer help received is not included in the accounts.

Investment income

This is included in the accounts when receivable.

Gains/(losses) on revaluation of fixed assets

This included any gain or loss resulting from revaluing investments to market value at the end of the year.

Gains/(losses) on investment assets

This includes any gain or loss on the sale of investments.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. 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.

Expenditure on raising funds

These comprise the costs associated with attracting voluntary income, fundraising trading costs and investment management costs.

Expenditure on charitable activities

These comprise the costs incurred by the Charity in the delivery of its activities and services in the furtherance of its objectives, including the making of grants and governance costs.

Grants payable

All grant expenditure is accounted for on an actual paid basis plus an accrual for grants that have been approved by the trustees at the end of the year but not yet paid.

**COMMUNITY AND VOLUNTARY SERVICES
CHESHIRE EAST**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2021**

1. ACCOUNTING POLICIES - continued

Expenditure

Governance costs

These include those costs associated with meeting the constitutional and statutory requirements of the Charity, including any audit/independent examination fees, costs linked to the strategic management of the Charity, together with a share of other administration costs.

Other costs

These are support costs not allocated to a particular activity

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 20% on reducing balance
Computer equipment	- 20% on cost

Freehold investment property

Investment properties are measured initially at cost and subsequently at fair value at each balance sheet date and are not depreciated. All gains or losses are taken to the Statement of Financial Activities as they arise.

Taxation

The charity is exempt from corporation 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.

Designated funds are unrestricted funds earmarked by the trustees for a particular purpose.

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

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Trade and other debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash and cash equivalents

Cash and cash equivalents comprise cash at bank and on hand, demand deposits with banks and other short-term highly liquid investments with original maturities of three months or less and bank overdrafts. In the statement of financial position, bank overdrafts are shown within borrowings or current liabilities.

Trade and other creditors

Short term creditors are measured at the transaction price. Other 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 after allowing for any trade discounts due.

**COMMUNITY AND VOLUNTARY SERVICES
CHESHIRE EAST**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2021**

2. DONATIONS AND LEGACIES

	2021	2020
	£	£
Donations	4,425	3,269
Grants	23,581	-
	<u>28,006</u>	<u>3,269</u>

3. OTHER TRADING ACTIVITIES

	2021	2020
	£	£
Activity for Generating Funds	5,060	20,501
Membership Fees	10,475	12,390
Business Services	48,131	26,387
	<u>63,666</u>	<u>59,278</u>

4. INVESTMENT INCOME

	2021	2020
	£	£
Rents received	21,600	8,461
Bank interest receivable	496	471
	<u>22,096</u>	<u>8,932</u>

5. INCOME FROM CHARITABLE ACTIVITIES

	2021	2020
	£	£
Restricted activities fund	206,368	107,202
Unrestricted activities fund	49,801	248,729
	<u>256,169</u>	<u>355,931</u>

6. CHARITABLE ACTIVITIES COSTS

	Direct Costs (see note 7)	Support costs (see note 8)	Totals
	£	£	£
Community and voluntary services	<u>391,273</u>	<u>2,220</u>	<u>393,493</u>

**COMMUNITY AND VOLUNTARY SERVICES
CHESHIRE EAST**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2021**

7. DIRECT COSTS OF CHARITABLE ACTIVITIES

	2021	2020
	£	£
Staff costs	277,055	286,340
Rates and water	785	1,248
Insurance	2,593	2,833
Light and heat	2,130	4,912
Telephone	3,366	3,063
Stationery and printing	514	653
Postage and couriers	288	706
Sundries	376	349
CVSCE events networking / general	3,943	1,997
CVSCE events volunteering	-	1,328
Staff recruitment	-	3,910
Staff training	1,349	1,633
Travel and subsistence	5,364	6,745
Premises cleaning and maintenance	39,447	28,517
Bank charges	69	60
Equipment expenses	1,295	326
Exchange rate (gain)/loss	-	84
Information and publications	10	515
Software and IT support	14,872	4,137
Subscriptions	1,127	847
Consultancy fees	15,319	48,644
Other legal and professional costs	9,388	22,526
CEC covid grants	6,834	-
Bad debts	4,395	231
Depreciation	754	687
Loss on sale of assets	-	5,705
	<u>391,273</u>	<u>427,996</u>

8. SUPPORT COSTS

	Finance
	£
Community and voluntary services	<u>2,220</u>

9. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2021	2020
	£	£
Depreciation - owned assets	<u>754</u>	<u>687</u>

**COMMUNITY AND VOLUNTARY SERVICES
CHESHIRE EAST**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2021**

10. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 nor for the year ended 31 March 2020.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2021 nor for the year ended 31 March 2020.

11. STAFF COSTS

	2021 £	2020 £
Wages and salaries	255,851	263,777
Social security costs	14,735	16,432
Other pension costs	6,469	6,131
	<u>277,055</u>	<u>286,340</u>

The average monthly number of employees during the year was as follows:

	2021	2020
All Cheshire Offices	<u>15</u>	<u>18</u>

No employees received emoluments in excess of £60,000.

Pension costs above represents the total operating charge included in resources expended in the Statement of Financial Activities and does not included amounts included in other finance costs and other recognised gains and losses. CVSCE operate their pension schemes with Scottish Widows and Aegon.

12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	3,269	-	3,269
Charitable activities			
Community and voluntary services	248,729	107,202	355,931
Other trading activities	59,278	-	59,278
Investment income	8,932	-	8,932
Other income	99,984	-	99,984
Total	<u>420,192</u>	<u>107,202</u>	<u>527,394</u>
EXPENDITURE ON			
Charitable activities			
Community and voluntary services	330,551	99,980	430,531
NET INCOME	<u>89,641</u>	<u>7,222</u>	<u>96,863</u>
Transfers between funds	<u>(6,161)</u>	<u>6,161</u>	<u>-</u>

**COMMUNITY AND VOLUNTARY SERVICES
CHESHIRE EAST**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2021**

12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted funds £	Restricted funds £	Total funds £
Net movement in funds	83,480	13,383	96,863

RECONCILIATION OF FUNDS

Total funds brought forward	575,490	2,412	577,902
TOTAL FUNDS CARRIED FORWARD	<u>658,970</u>	<u>15,795</u>	<u>674,765</u>

13. TANGIBLE FIXED ASSETS

	Land and buildings £	Fixtures and fittings £	Computer equipment £	Totals £
COST				
At 1 April 2020 and 31 March 2021	<u>311,281</u>	<u>9,038</u>	<u>35,429</u>	<u>355,748</u>
DEPRECIATION				
At 1 April 2020	-	7,049	33,651	40,700
Charge for year	-	398	356	754
At 31 March 2021	<u>-</u>	<u>7,447</u>	<u>34,007</u>	<u>41,454</u>
NET BOOK VALUE				
At 31 March 2021	<u>311,281</u>	<u>1,591</u>	<u>1,422</u>	<u>314,294</u>
At 31 March 2020	<u>311,281</u>	<u>1,989</u>	<u>1,778</u>	<u>315,048</u>

14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Trade debtors	92,294	156,304
Prepayments and accrued income	9,196	2,956
	<u>101,490</u>	<u>159,260</u>

**COMMUNITY AND VOLUNTARY SERVICES
CHESHIRE EAST**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2021**

15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Hire purchase (see note 17)	6,662	6,662
Trade creditors	7,255	18,453
Other creditors	325	324
Accruals and deferred income	2,220	-
	<u>16,462</u>	<u>25,439</u>

16. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	2021	2020
	£	£
Hire purchase (see note 17)	<u>1,666</u>	<u>8,328</u>

17. LEASING AGREEMENTS

Minimum lease payments under hire purchase fall due as follows:

	2021	2020
	£	£
Net obligations repayable:		
Within one year	6,662	6,662
Between one and five years	1,666	8,328
	<u>8,328</u>	<u>14,990</u>

18. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
Fixed assets	314,294	-	314,294	315,048
Current assets	298,645	56,398	355,043	393,484
Current liabilities	(16,462)	-	(16,462)	(25,439)
Long term liabilities	(1,666)	-	(1,666)	(8,328)
	<u>594,811</u>	<u>56,398</u>	<u>651,209</u>	<u>674,765</u>

**COMMUNITY AND VOLUNTARY SERVICES
CHESHIRE EAST**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2021**

19. MOVEMENT IN FUNDS

	At 1.4.20 £	Net movement in funds £	Transfers between funds £	At 31.3.21 £
Unrestricted funds				
General fund	658,970	(43,002)	(21,157)	594,811
EC NHS Macclesfield	-	(17,312)	17,312	-
	<u>658,970</u>	<u>(60,314)</u>	<u>(3,845)</u>	<u>594,811</u>
Restricted funds				
Awards for All	9,875	(9,337)	-	538
CCF	5,920	(5,920)	-	-
ESF TA	-	(1,134)	1,134	-
CCF Knutsford	-	4,843	-	4,843
NHSE - NHSVR	-	15,500	-	15,500
Maternal Mental Health	-	18,999	-	18,999
Crewe Town Council CVS Hub	-	1,518	-	1,518
Blue Orchid Enterprise Restructure	-	(2,711)	2,711	-
Cheshire Constabulary PCC's Funding	-	1,000	-	1,000
EC NHS Macclesfield	-	14,000	-	14,000
	<u>15,795</u>	<u>36,758</u>	<u>3,845</u>	<u>56,398</u>
TOTAL FUNDS	<u><u>674,765</u></u>	<u><u>(23,556)</u></u>	<u><u>-</u></u>	<u><u>651,209</u></u>

**COMMUNITY AND VOLUNTARY SERVICES
CHESHIRE EAST**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2021**

19. 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	151,885	(194,887)	(43,002)
EC NHS Macclesfield	-	(17,312)	(17,312)
	<u>151,885</u>	<u>(212,199)</u>	<u>(60,314)</u>
Restricted funds			
EU Settlement Scheme	21,579	(21,579)	-
Awards for All	-	(9,337)	(9,337)
CCF	-	(5,920)	(5,920)
ESF BBO	22,395	(22,395)	-
ESF TA	16,466	(17,600)	(1,134)
Sport England	7,298	(7,298)	-
Big Lottery	59,015	(59,015)	-
CCF Covid	3,749	(3,749)	-
CCF Covid 2	10,000	(10,000)	-
CCF Knutsford	9,765	(4,922)	4,843
NACVA	3,000	(3,000)	-
NHSE - NHSVR	20,000	(4,500)	15,500
Maternal Mental Health	19,999	(1,000)	18,999
Crewe Town Council CVS Hub	2,500	(982)	1,518
Blue Orchid Enterprise Restructure	1,326	(4,037)	(2,711)
Cheshire Constabulary PCC's Funding	1,000	-	1,000
EC NHS Macclesfield	19,960	(5,960)	14,000
	<u>218,052</u>	<u>(181,294)</u>	<u>36,758</u>
TOTAL FUNDS	<u><u>369,937</u></u>	<u><u>(393,493)</u></u>	<u><u>(23,556)</u></u>

**COMMUNITY AND VOLUNTARY SERVICES
CHESHIRE EAST**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2021**

19. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.19 £	Net movement in funds £	Transfers between funds £	At 31.3.20 £
Unrestricted funds				
General fund	355,908	(44,393)	347,455	658,970
EC NHS Macclesfield	-	34,667	(34,667)	-
Sale of Park Lane	(2,414)	99,367	(96,953)	-
Property Hope Street	221,996	-	(221,996)	-
	<u>575,490</u>	<u>89,641</u>	<u>(6,161)</u>	<u>658,970</u>
Restricted funds				
EU Settlement Scheme	-	(40)	40	-
Awards for All	2,709	9,875	(2,709)	9,875
CCF	519	5,405	(4)	5,920
ESF BBO	-	2,781	(2,781)	-
ESF TA	(816)	(10,799)	11,615	-
	<u>2,412</u>	<u>7,222</u>	<u>6,161</u>	<u>15,795</u>
TOTAL FUNDS	<u>577,902</u>	<u>96,863</u>	<u>-</u>	<u>674,765</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	285,940	(330,333)	(44,393)
EC NHS Macclesfield	34,667	-	34,667
Sale of Park Lane	99,585	(218)	99,367
	<u>420,192</u>	<u>(330,551)</u>	<u>89,641</u>
Restricted funds			
EU Settlement Scheme	39,670	(39,710)	(40)
Awards for All	9,875	-	9,875
CCF	5,920	(515)	5,405
ESF BBO	22,973	(20,192)	2,781
ESF TA	13,492	(24,291)	(10,799)
Sport England	15,272	(15,272)	-
	<u>107,202</u>	<u>(99,980)</u>	<u>7,222</u>
TOTAL FUNDS	<u>527,394</u>	<u>(430,531)</u>	<u>96,863</u>

**COMMUNITY AND VOLUNTARY SERVICES
CHESHIRE EAST**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2021**

20. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2021.

21. LEGAL STATUS OF COMMUNITY AND VOLUNTARY SERVICES CHESHIRE EAST

Community and Voluntary Services Cheshire East is a company limited by guarantee and has no share capital. The liability of each member in the event of winding up is limited to £1.

**COMMUNITY AND VOLUNTARY SERVICES
CHESHIRE EAST**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2021**

	2021 £	2020 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	4,425	3,269
Grants	23,581	-
	<hr/> 28,006	<hr/> 3,269
Other trading activities		
Activity for Generating Funds	5,060	20,501
Membership Fees	10,475	12,390
Business Services	48,131	26,387
	<hr/> 63,666	<hr/> 59,278
Investment income		
Rents received	21,600	8,461
Bank interest receivable	496	471
	<hr/> 22,096	<hr/> 8,932
Charitable activities		
Restricted activities fund	206,368	107,202
Unrestricted activities fund	49,801	248,729
	<hr/> 256,169	<hr/> 355,931
Other income		
Gain on sale of tangible fixed assets	-	99,585
Other income	-	399
	<hr/> -	<hr/> 99,984
Total incoming resources	<hr/> 369,937	<hr/> 527,394
EXPENDITURE		
Charitable activities		
Wages	255,851	263,777
Social security	14,735	16,432
Pensions	6,469	6,131
Rates and water	785	1,248
Insurance	2,593	2,833
Light and heat	2,130	4,912
Telephone	3,366	3,063
Stationery and printing	514	653
Postage and couriers	288	706
Carried forward	286,731	299,755

This page does not form part of the statutory financial statements

**COMMUNITY AND VOLUNTARY SERVICES
CHESHIRE EAST**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2021**

	2021 £	2020 £
Charitable activities		
Brought forward	286,731	299,755
Sundries	376	349
CVSCE events networking / general	3,943	1,997
CVSCE events volunteering	-	1,328
Staff recruitment	-	3,910
Staff training	1,349	1,633
Travel and subsistence	5,364	6,745
Premises cleaning and maintenance	39,447	28,517
Bank charges	69	60
Equipment expenses	1,295	326
Exchange rate (gain)/loss	-	84
Information and publications	10	515
Software and IT support	14,872	4,137
Subscriptions	1,127	847
Consultancy fees	15,319	48,644
Other legal and professional costs	9,388	22,526
CEC covid grants	6,834	-
Bad debts	4,395	231
Fixtures and fittings	398	243
Computer equipment	356	444
Loss on sale of tangible fixed assets	-	5,705
	<u>391,273</u>	<u>427,996</u>
Support costs		
Finance		
Accountancy fees	2,220	2,535
	<u>393,493</u>	<u>430,531</u>
Net (expenditure)/income	<u>(23,556)</u>	<u>96,863</u>