

REGISTERED COMPANY NUMBER: 03731848 (England and Wales)
REGISTERED CHARITY NUMBER: 1074947

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR
THE YEAR ENDED 31 MARCH 2013
FOR
CAMBRIDGE COUNCIL FOR VOLUNTARY
SERVICE

Staffords
Chartered Accountants
CPC1
Capital Park
Fulbourn
CAMBRIDGE
Cambridgeshire
CB21 5XE

CAMBRIDGE COUNCIL FOR VOLUNTARY SERVICE

CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2013

	Page
Report of the Trustees	1 to 8
Independent Examiner's Report	9 to 10
Statement of Financial Activities	11 to 12
Balance Sheet	13 to 14
Notes to the Financial Statements	15 to 22

CAMBRIDGE COUNCIL FOR VOLUNTARY SERVICE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2013

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 2013. 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 Company number

03731848 (England and Wales)

Registered Charity number

1074947

Registered office

Llandaff Chambers
2 Regent Street
CAMBRIDGE
Cambridgeshire
CB2 1AX

Trustees

R D L Talbot
M Sanders
M Clark
N Wrigley
G P Radford

Company Secretary

J Reeve

Independent examiner

Matthew Pettifer FCA
Institute of Chartered Accountants in England & Wales
Staffords
Chartered Accountants
CPC1
Capital Park
Fulbourn
CAMBRIDGE
Cambridgeshire
CB21 5XE

CAMBRIDGE COUNCIL FOR VOLUNTARY SERVICE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2013

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.

In the event of the company being wound up members are required to contribute an amount not exceeding £10.

Recruitment and appointment of new trustees

Trustees are primarily recruited from the membership. Applicants from full member organisations have to be proposed and seconded by other members and stand for election at the AGM. No more than eight trustees are elected at the AGM, who serve for a period of two years and are subject to retirement by rotation. Trustees may be co-opted up to a maximum of four or a third of the total number of trustees serving at any one time. Co-opted trustees may be from the membership or individuals with suitable skills that fill identified gaps in the current trustee board.

Induction and training of new trustees

All trustees receive an induction pack detailing their responsibilities, a Companies House "AP01" form and copy of the Memorandum and Articles. A structured development day takes place at least once a year to induct new trustees and set the strategic direction of the organisation.

Organisational structure

The company is governed by an Executive Committee that meets at least quarterly. Observers from the County Council and District Councils are invited to attend these meetings. The Executive Committee sets and reviews the organisational strategy, direction, staffing, structure and resources. The day-to-day running of the company is carried out by employed staff, led by a Chief Executive Officer, who has delegated authority to run operations and make expenditure up to the level of £2,000. The authorisation of all expenditure, online and on paper require two signatures.

The organisation employed 7 members of staff during the year (4.16 FTE).

Cambridge Council for Voluntary Service is a member of the National Association of Voluntary and Community Action (NAVCA) and has achieved the NAVCA Quality Mark, following detailed scrutiny and supply of relevant evidence.

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. This is done at the regular meetings and in relation to any new business or circumstances.

CAMBRIDGE COUNCIL FOR VOLUNTARY SERVICE

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2013

STRUCTURE, GOVERNANCE AND MANAGEMENT
PUBLIC BENEFIT

The trustees have complied with their duty in section 4 of the 2006 Charities Act to have due regard to guidance published by the Charity Commission, including public benefit guidance. CCVS provides services to the general public of Cambridge City and surrounding areas by supporting and promoting their charitable and community groups. The issue of public benefit was reviewed at the trustees meeting on 12 October 2010.

CAMBRIDGE COUNCIL FOR VOLUNTARY SERVICE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2013

OBJECTIVES AND ACTIVITIES

Objectives and Activities

The objects of Cambridge Council for Voluntary Service (CCVS) are set out in the Memorandum of Association and are to:

"promote any charitable purposes for the benefit of the community in the Cambridge and the surrounding area (herein called the area of benefit) and the surrounding area and in particular the advancement of education, the protection of the environment, the protection of health and the relief of poverty, distress and sickness; and to promote and organise co-operation in the achievement of these purposes."

CCVS supports community and voluntary groups in Cambridge and nearby districts, in particular in South Cambridgeshire and Fenland. Support services fall under the headings of organisational development, networking and representation. CCVS undertake a survey of community and voluntary groups in February each year in order to plan the forthcoming year's work in response to the needs of its users.

Organisational Development

CCVS conducted the annual survey in February 2012 in partnership with the other two county CVS organisations (in Huntingdonshire and East Cambridgeshire) as part of its ongoing drive to ensure that all groups benefit from efficiencies in delivering services that the three organisations working together can produce. CCVS was able to directly assist 79 local groups in 2012-13 by matching groups with relevant funding sources, helping them make successful funding applications. CCVS also provided expert 1-2-1 help to 155 groups that needed urgent advice to help them run their organisations. Individual development sessions were provided on matters such as financial management, governance, policy developments and other compliance issues.

CCVS delivered 52 high quality training opportunities and specialist briefings on topics that had been selected by the groups themselves, an increase of 61% on the previous year. 552 individuals associated with community groups benefited from attendance on these courses. Partnerships were developed with expert trainers, brought in from national and local organisations, in order to meet the course requirements. Where possible, CCVS was able to negotiate a no-fee arrangement with the external trainers in order to keep the service free of charge to local groups. Evaluation of these courses by those attending training events showed an overall increase of 59 % in learning, knowledge or skills.

CCVS maintained the licence with funding search engine, Grantfinder, as well as close links with Cambridgeshire Community Fund and the local authorities grant funds. In 2012 Cambridge University Rag CCVS assisted in distributing £11,477 amongst 45 CCVS member groups. CCVS also assisted groups by providing accommodation, meeting room space, cost-price or free resources and advertising opportunities for member group services through the Directory of groups and the monthly newsletter.

CAMBRIDGE COUNCIL FOR VOLUNTARY SERVICE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2013

OBJECTIVES AND ACTIVITIES

Objectives and Activities

A community accountancy project was funded by Cambridge City to improve and develop the financial management of Cambridge based groups. Lottery funding continued to support the delivery of training in the three Districts during the year.

Networking

Four local Chief Executive's Forums were held to inform and develop local policy on a number of local issues with the statutory colleagues.

The network of the three CVS organisations in Cambridgeshire continued to flourish with the help of a Big Lottery funded project that has enabled the three organisations to harmonise their systems and streamline areas of joint delivery, which ensure that all community and voluntary groups have access to the same high calibre of information, advice and guidance. The accommodation facility at Llandaff Chambers, which C CVS manages for five local groups was host to nearly 4,000 visitors this year, demonstrating that the pooling resources not only saves money but also helps with keeping the groups networked and in touch with users.

Representation

In order to be representative C CVS has to ensure that channels of communication are open between its members and itself. The annual membership refresh ensures that contact details are up to date and that, even when groups do not want to advertise their details in public (because they are running their groups from private addresses, for instance), C CVS can still contact them for their opinions for the numerous surveys that it undertakes for the voluntary sector and the public sector throughout the year. Members of C CVS staff continued to represent the sector on partnership groups and working parties in the county.

Looking Forward

C CVS will be focussing on its core role of supporting local community and voluntary groups to remain sustainable and grow as required over the forthcoming years. The make-up of the local voluntary sector is predominantly of small, long-lived groups that provide specific services to particular sections of the communities in our area. C CVS will be assisting with the setting up of new groups in Cambridgeshire, as well as supporting those that are winding up for various reasons. The reduction in public sector investment in the Voluntary sector will provide challenges for C CVS as well as its members, through reduction in income. C CVS will work to find alternative sources of income and sustainable solutions that support the continued delivery of services by local community groups in Cambridgeshire.

CAMBRIDGE COUNCIL FOR VOLUNTARY SERVICE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2013

FINANCIAL REVIEW

Reserves policy

The trustees have conducted a comprehensive risk assessment and considered the level of reserves that should be maintained to meet liabilities and to sustain the organisation in the event of a major change to its core funding. CCVS relies on drawing in contract funding every year to maintain its output of services. Given the political and economic changes that have recently been experienced the CCVS board has assessed the reliability of the main sources of income and taken into account the trends and pressures on grant aid. Accordingly the trustees have altered the targets set for unrestricted reserves so that they cover nine months resource expenditure at £136,662. Reserves for redundancy and ICT upgrades have been set collectively at £13,882. This makes a total reserve target of £150,544. In this way CCVS can ensure that, in years that are lean in project funding, it can properly plan programmes of activity in the first six months of every year, pending the development of other income streams. With public sector disinvestment on the horizon, income from project work has changed from being additional to essential.

CAMBRIDGE COUNCIL FOR VOLUNTARY SERVICE

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31 MARCH 2013**

FINANCIAL REVIEW **Results for the Year**

The Accounts for the year ending 31st March 2013 have been accepted by the Executive Committee and prepared and independently examined by Staffords, Chartered Accountants and Registered Auditors. Copies are circulated to the members at the AGM and are available from the C CVS office.

CCVS had a successful year drawing in £288,662 in grants and contracts from statutory and charitable sources; £124,961 consisted of Lottery Funds for a county-wide infrastructure project that C CVS managed. C CVS worked with the national charity, CLINKS, to enhance engagement with the new Police and Crime Commissioner arrangements. More project work was commissioned by the County Council Adult Services Department, under the Going Local Project, to investigate how social care and health professionals currently access voluntary sector services.

The Statement of Financial Activities shows the movement of funds over the year. The total incoming resources were £288,662, including a welcome £1,000 from Kings College Cambridge.. Expenditure was £286,362. The end of year position provides unrestricted reserves of £134,287.

CCVS will be limiting its risk by maximising the opportunities to deliver training jointly with high quality training providers, concentrating all its resources on delivering contracted services to groups and ensuring that this results in improved outcomes for member groups. Close monitoring and evaluation of all activities will enable adjustments and improvements to services to be implemented during the year if necessary. Where opportunities arise, C CVS will carefully consider adding to the planned activity for the year, provided that reimbursement is made for the service on a full cost recovery basis, and through contract payments being paid in advance. Over the forthcoming year C CVS will be aiming to identify sustainable contracts that increase its independence from grants.

PLANS FOR THE FUTURE

CCVS will continue to find ways of working smarter in partnership with others to maintain and enhance the support services it provides for community and voluntary groups. C CVS will ensure that the work of community and voluntary groups is promoted across the county, at meetings and by maintaining a directory of services. Where possible C CVS will engage in research that examines and explains the added value of charitable activity in our area.

CAMBRIDGE COUNCIL FOR VOLUNTARY SERVICE

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2013

ON BEHALF OF THE BOARD:

M Sanders

.....
M Sanders - Trustee

Date: *17/7/13*.....

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
CAMBRIDGE COUNCIL FOR VOLUNTARY SERVICE**

I report on the accounts for the year ended 31 March 2013 set out on pages eleven to twenty two.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of Institute of Chartered Accountants in England & Wales.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, 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 386 and 387 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of Sections 394 and 395 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
CAMBRIDGE COUNCIL FOR VOLUNTARY SERVICE

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

Ma

Matthew Pettifer FCA
Institute of Chartered Accountants in England & Wales
Staffords
Chartered Accountants
CPC1
Capital Park
Fulbourn
CAMBRIDGE
Cambridgeshire
CB21 5XE

Date:17/13.....

CAMBRIDGE COUNCIL FOR VOLUNTARY SERVICE

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2013

	Notes	Unrestricted funds £	Restricted funds £	2013 Total funds £	2012 Total funds £
INCOMING RESOURCES					
Incoming resources from generated funds					
Voluntary income	2	1,126	-	1,126	2,278
Investment income	3	346	-	346	305
Incoming resources from charitable activities					
CCVS	4	110,607	169,983	280,590	206,526
Other incoming resources		<u>6,600</u>	<u>-</u>	<u>6,600</u>	<u>-</u>
Total incoming resources		118,679	169,983	288,662	209,109
RESOURCES EXPENDED					
Charitable activities					
CCVS		92,562	188,309	280,871	178,557
Governance costs		5,491	-	5,491	5,746
Other resources expended		<u>-</u>	<u>-</u>	<u>-</u>	<u>(900)</u>
Total resources expended		98,053	188,309	286,362	183,403
NET INCOMING/(OUTGOING) RESOURCES BEFORE TRANSFERS					
		20,626	(18,326)	2,300	25,706
Gross transfers between funds	12	<u>(4,454)</u>	<u>4,454</u>	<u>-</u>	<u>-</u>
Net incoming/(outgoing) resources		16,172	(13,872)	2,300	25,706

The notes form part of these financial statements

CAMBRIDGE COUNCIL FOR VOLUNTARY SERVICE

STATEMENT OF FINANCIAL ACTIVITIES - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2013

	Notes	Unrestricted funds £	Restricted funds £	2013 Total funds £	2012 Total funds £
RECONCILIATION OF FUNDS					
Total funds brought forward		118,115	13,872	131,987	106,281
		<hr/>	<hr/>	<hr/>	<hr/>
TOTAL FUNDS CARRIED FORWARD		<u>134,287</u>	<u>-</u>	<u>134,287</u>	<u>131,987</u>

The notes form part of these financial statements

CAMBRIDGE COUNCIL FOR VOLUNTARY SERVICE
REGISTERED COMPANY NUMBER: 03731848 (England and Wales)

BALANCE SHEET
AT 31 MARCH 2013

	Notes	Unrestricted funds £	Restricted funds £	2013 Total funds £	2012 Total funds £
FIXED ASSETS					
Tangible assets	8	4,320	-	4,320	6,480
CURRENT ASSETS					
Debtors	9	31,958	-	31,958	45,147
Cash at bank and in hand		<u>123,072</u>	<u>-</u>	<u>123,072</u>	<u>114,388</u>
		155,030	-	155,030	159,535
CREDITORS					
Amounts falling due within one year	10	(25,063)	-	(25,063)	(34,028)
NET CURRENT ASSETS					
		<u>129,967</u>	<u>-</u>	<u>129,967</u>	<u>125,507</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>134,287</u>	<u>-</u>	<u>134,287</u>	<u>131,987</u>
NET ASSETS					
		<u>134,287</u>	<u>-</u>	<u>134,287</u>	<u>131,987</u>
FUNDS					
Unrestricted funds	12			134,287	118,115
Restricted funds				<u>-</u>	<u>13,872</u>
TOTAL FUNDS					
				<u>134,287</u>	<u>131,987</u>

The notes form part of these financial statements

CAMBRIDGE COUNCIL FOR VOLUNTARY SERVICE

REGISTERED COMPANY NUMBER: 03731848 (England and Wales)

BALANCE SHEET - CONTINUED

AT 31 MARCH 2013

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2013.

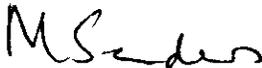
The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2013 in accordance with Section 476 of the Companies Act 2006.

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.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the Board of Trustees on*17/3/13*..... and were signed on its behalf by:



.....
M Sanders -Trustee

The notes form part of these financial statements

CAMBRIDGE COUNCIL FOR VOLUNTARY SERVICE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2013

1. ACCOUNTING POLICIES

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 Companies Act 2006 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.

The support costs are allocated in agreement with funders or grant givers to cover Full cost recovery where permitted by the terms of the funding or grant.

Tangible fixed assets

Tangible fixed assets are capitalised if the individual item cost exceeds £900. Items are depreciated over their estimated useful economic life:

Computer Equipment	25% on Cost
--------------------	-------------

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.

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

CAMBRIDGE COUNCIL FOR VOLUNTARY SERVICE

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2013

1. ACCOUNTING POLICIES - continued

Pension costs

The company contributes to some employee's personal pension plans on a defined contribution basis. Contributions payable to the plans are charged to the Statement of Financial Activities in the period to which they relate.

2. VOLUNTARY INCOME

	2013	2012
	£	£
Donations	<u>1,126</u>	<u>2,278</u>

3. INVESTMENT INCOME

	2013	2012
	£	£
Deposit account interest	<u>346</u>	<u>305</u>

4. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	Activity	2013	2012
		£	£
Charges for services	CCVS	10,805	14,741
Rents received	CCVS	19,383	19,362
Grants	CCVS	<u>250,402</u>	<u>172,423</u>
		<u>280,590</u>	<u>206,526</u>

CAMBRIDGE COUNCIL FOR VOLUNTARY SERVICE

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2013

4. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES - continued

Grants received, included in the above, are as follows:

	2013	2012
	£	£
Big Lottery (BASIS II) Hunts Forum	2,607	7,696
Cambridge City Council (Community Development)	33,500	30,000
Community Bookkeeping	5,000	5,000
Cambridgeshire County Council	31,229	31,229
Fenland District Council	15,000	15,000
NHS Cambridgeshire PCT	23,220	23,220
South Cambs District Council	7,970	7,670
Cambridge Student Rag	3,000	3,000
Cambridge City Council Prevent	-	3,000
Cambridgeshire County Council - Going Local	6,625	28,825
Big Lottery (BASIS II) Young Lives	(7,710)	17,783
Big Lottery (BASIS II) Accountable Body	120,361	-
Big Lottery (BASIS II) Supporting Change	4,600	-
Cambs Police and Crime Commission Network (NAVCA)	5,000	-
	<u>250,402</u>	<u>172,423</u>

5. NET INCOMING/(OUTGOING) RESOURCES

Net resources are stated after charging/(crediting):

	2013	2012
	£	£
Auditors' remuneration	-	2,016
Depreciation - owned assets	2,160	2,160
Independent Examiner's fee	<u>1,500</u>	<u>-</u>

6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2013 nor for the year ended 31 March 2012.

Trustees' expenses

	2013	2012
	£	£
Trustees' expenses	<u>42</u>	<u>-</u>

CAMBRIDGE COUNCIL FOR VOLUNTARY SERVICE

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2013

7. STAFF COSTS

	2013	2012
	£	£
Wages and salaries	118,337	99,801
Social security costs	9,676	8,553
Other pension costs	<u>8,748</u>	<u>8,523</u>
	<u><u>136,761</u></u>	<u><u>116,877</u></u>

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

	2013	2012
Development workers	3	3
Administrative workers	2	2
Managerial	<u>2</u>	<u>2</u>
	<u><u>7</u></u>	<u><u>7</u></u>

No staff members received emoluments greater than £60,000.

8. TANGIBLE FIXED ASSETS

	Computer equipmen t £
COST	
At 1 April 2012 and 31 March 2013	<u>10,551</u>
DEPRECIATION	
At 1 April 2012	4,071
Charge for year	<u>2,160</u>
At 31 March 2013	<u>6,231</u>
NET BOOK VALUE	
At 31 March 2013	<u><u>4,320</u></u>
At 31 March 2012	<u><u>6,480</u></u>

CAMBRIDGE COUNCIL FOR VOLUNTARY SERVICE

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2013

9. DEBTORS

	2013	2012
	£	£
Amounts falling due within one year:		
Trade debtors	24,356	25,859
Other debtors	-	990
Cambridge Community Trust	-	900
Provision against bad debt	-	(900)
Prepayments and accrued income	<u>7,602</u>	<u>18,298</u>
	<u>31,958</u>	<u>45,147</u>
Amounts falling due after more than one year:		
Cambridge Community Trust	-	12,960
Provision against bad debt	<u>-</u>	<u>(12,960)</u>
	<u>-</u>	<u>-</u>
Aggregate amounts	<u>31,958</u>	<u>45,147</u>

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2013	2012
	£	£
Trade creditors	5,839	6,575
Social security and other taxes	-	3,102
Deferred income	17,362	21,958
Accrued expenses	<u>1,862</u>	<u>2,393</u>
	<u>25,063</u>	<u>34,028</u>

CAMBRIDGE COUNCIL FOR VOLUNTARY SERVICE

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2013

11. OPERATING LEASE COMMITMENTS

The following operating lease payments are committed to be paid within one year:

	2013	2012
	£	£
Expiring:		
Within one year	18,000	18,000
Between one and five years	<u>1,915</u>	<u>1,915</u>
	<u>19,915</u>	<u>19,915</u>

12. MOVEMENT IN FUNDS

	At 1/4/12	Net	Transfers	At 31/3/13
	£	movement	between	£
		in funds	funds	
	£	£	£	£
Unrestricted funds				
General fund	79,448	20,626	20,331	120,405
Designated fund	<u>38,667</u>	-	<u>(24,785)</u>	<u>13,882</u>
	118,115	20,626	(4,454)	134,287
Restricted funds				
Cambridge City Council				
Community Development	-	(1,092)	1,092	-
Cambridge City Council -				
Community Bookkeeper	-	(1,556)	1,556	-
Big Lottery (BASIS II) Hunts Forum	1,856	(1,851)	(5)	-
Big Lottery (BASIS II)				
Representation	6,985	(6,985)	-	-
Going Local	<u>5,031</u>	<u>(6,842)</u>	<u>1,811</u>	-
	13,872	(18,326)	4,454	-
	<u>131,987</u>	<u>2,300</u>	-	<u>134,287</u>

CAMBRIDGE COUNCIL FOR VOLUNTARY SERVICE

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2013

12. 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	118,679	(98,053)	20,626
Restricted funds			
Cambridge City Council Community Development	33,500	(34,592)	(1,092)
Cambridge City Council - Community Bookkeeper	5,000	(6,556)	(1,556)
Big Lottery (BASIS II) Hunts Forum	2,607	(4,458)	(1,851)
Big Lottery (BASIS II) Representation	(7,710)	725	(6,985)
Going Local	6,625	(13,467)	(6,842)
Big Lottery (BASIS II) Accountable Body	124,961	(124,961)	-
Cambs Police and Crime Commission network (NAVCA)	<u>5,000</u>	<u>(5,000)</u>	<u>-</u>
	169,983	(188,309)	(18,326)
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>288,662</u>	<u>(286,362)</u>	<u>2,300</u>

CAMBRIDGE COUNCIL FOR VOLUNTARY SERVICE

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 MARCH 2013

12. MOVEMENT IN FUNDS - continued

Restricted Fund information

Cambridge City Council (Community Development) - Capacity Building and support for City groups and Specialist Fundraising and governance support.

Cambridge City Council - "Community Bookkeeping project" - Financial development work with designated City groups.

Cambridge City Council Prevent - Funding application support for City community cohesion grant.

Big Lottery (BASIS II) Hunts Forum - CVS5 harmonisation project for Cambridgeshire United.

Big Lottery (BASIS II) Accountable Body - Funding for Cambridgeshire United VCS Infrastructure Project and Supporting Change Project.

Going Local (Adult Social Care, Cambridgeshire County Council) - Characterisation of VCS Adult social care groups in Cambridgeshire.

Cambs Police and Crime Commission (NAVCA) - Communication network for new CPCC.

Transfers between funds

Transfers of £1,092, £1,556 and £1,811 have been made between the General fund and Cambridge City Council Community Development Fund, Cambridge City Council - Community Bookkeeper Fund and Going Local Fund respectively to eliminate overspends on these funds.

A transfer of £24,785 has been made from the Designated Fund to the General Fund to reflect the specific reserve provision as per the agreed Reserves Policy towards redundancy costs and ICT upgrade costs.

A transfer of £5 has been made from the General Fund to the Big Lottery BASIS II Hunts Forum fund to allocate final spend to this fund.