

SOUTHEND ASSOCIATION OF VOLUNTARY SERVICES

Company limited by guarantee
Charity No 1063655
Company No 03351855

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2009

THURSDAY



A18 *AWPSFDJY* 15
24/09/2009
COMPANIES HOUSE

SOUTHEND ASSOCIATION OF VOLUNTARY SERVICES

ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2009

Contents

	Page No
Report of the Trustees	1-7
Statement of Trustees responsibilities	7
Auditors' Report	8-9
Statement of Financial Activities	10
Balance Sheet	11
Notes to the accounts	12-18

SOUTHEND ASSOCIATION OF VOLUNTARY SERVICES

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2009

Reference and Administrative Information

Status	The organisation is a charity registered in September 1980 and a company limited by guarantee, incorporated in April 1997.
Governing document	The company is established under a memorandum of association which established the objects and powers of the charitable company and is governed under its articles of association.
Charity Name	Southend Association of Voluntary Services (also known as SAVS and Southend Community Action)
Charity number	1063655
Company number	03351855
Registered Office and operational address	SAVS Centre 29/31 Alexandra Street Southend-on-Sea, Essex SS1 1BW
Auditors	Kingston Smith LLP Devonshire House 60 Goswell Road London EC1M 7AD
Solicitors	BTMK Solicitors Baryta House 29 Victoria Avenue Southend-on-Sea SS2 6AR
Bankers	Lloyds TSB 77 High Street Southend-on-Sea SS1 1HT CAF bank 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ

SOUTHEND ASSOCIATION OF VOLUNTARY SERVICES

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31 MARCH 2009**

The trustees (who are also the directors of Southend Association of Voluntary Services for the purposes of company law) have pleasure in presenting their report together with the audited financial statements for the year ended 31 March 2009.

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the memorandum of association and the Statement of Recommended Practice - Accounting and Reporting by Charities (issued March 2005).

Objects of the Charity

- 1) To promote any charitable purposes and Social Enterprises for the benefit of the community in Essex, Suffolk, Hertfordshire, Norfolk, Bedford and Cambridgeshire and, in particular, the advancement of education, the protection 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 that end, to bring together in council representatives of the voluntary organisations and statutory bodies within the area of benefit.

The Trustees

The Trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows:

Charles Cormack TD	Chair
John David Stansfield	Until 26 November 2008
Edmund Arthur Camp J.P.	
Betty Long	
Ronald Alan Alexander	
Peter James Stroudley	Until 26 November 2008
Sandra Roberts	

<i>President</i>	Her Worship, The Mayor
------------------	------------------------

<i>Life Vice President</i>	Neville B Moss
----------------------------	----------------

<i>Chief Officer</i>	Tony Le Masurier	Until 30 September 2008
	Alison Semmence	From 6 October 2008

Appointment of the Trustees

Trustees are nominated by both member organisations and individual members and are appointed at the Annual General Meeting. Provision exists for trustees to be co-opted onto the board for skills availability purposes.

SOUTHEND ASSOCIATION OF VOLUNTARY SERVICES

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31 MARCH 2009**

Trustee Induction and Training

Trustees new to the charity take part in the induction programme which introduces the following:

- Memorandum and Articles of Association
- Latest Minutes and financial statements
- Annual Report
- Resourcing and current financial position as set out in the latest financial statements
- Future Plans and objectives
- Contact information for fellow trustees and staff

All new trustees receive a comprehensive Induction Pack for ease of reference. The charity subscribes to the monthly Governance Magazine (essential information for effective trustees) and this is circulated to all trustees. In addition, trustees have received a copy of Trustee and Management Committee - National Occupational Standards.

All of our trustees are familiar with the work of the charity and are involved in annual planning days for both staff and trustees.

Risk Management

The trustees have considered the major risks to which the charity is exposed and have put in place a system to mitigate these risks.

A risk register has been established which will be developed further during the coming year and will be reviewed and updated annually.

Organisational Structure

Southend Association of Voluntary Services has a Board of Trustees who meet monthly and are responsible for the strategic direction and policy of the organisation. The Board is made up of representatives from member organisations and individual members and come from a variety of different professional backgrounds with the technical expertise to support the services provided by the charity.

A scheme of delegation is in place and the day-to-day responsibility for the provision of services rests with the Chief Officer along with the Finance Manager and Management Team.

The Chief Officer is responsible for ensuring that the charity delivers the services and that key performance indicators are met. The Finance Manager is responsible for the day to day management of the finances. The management team has responsibility for individual supervision of their staff and ensuring that the team continue to develop their skills and working practices in line with good practice.

Related Parties

In so far as it is complementary to the charity's objects, the charity is guided by both local and national policy. We have been actively involved in the Governments 'Change Up' agenda, which aims to strengthen local infrastructure.

We are an active member of ESTIC - Essex, Southend and Thurrock Infrastructure Consortium.

SOUTHEND ASSOCIATION OF VOLUNTARY SERVICES

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31 MARCH 2009**

Ensuring our work delivers our aims

We review our aims, objectives and activities each year. The review looks at what we achieved and the outcomes of our work in the previous 12 months. The review looks at the success of each key activity and the benefits they have brought to those we aim to support.

How our activities deliver Public Benefit

Our main activities and who we aim to support are described below. All our charitable activities focus on promoting, developing and facilitating a thriving, effective and influential Voluntary and Community Sector in Southend on Sea.

We have referred to the guidance in the Charity Commission's general guidance on Public Benefit when reviewing our aims and objectives and in planning our future activities. In particular, the Trustees consider how planned activities will contribute to the aims and objectives they have set.

Objectives and Activities

The charity aims to achieve its objects by working closely with the public sector including local government, primary care and acute health services, offering a wide variety of facilities. Beneficiaries come from all walks of life and include children through to older people.

The charity, as a council for voluntary services (CVS), undertakes 5 core functions:

Development Work

Identifying local need, working with others to develop appropriate action and working strategically to benefit the local voluntary and community sector.

Liaison and Representation

Liaison : Helping to maintain links with a wide range of voluntary and community organisations and promoting cross sector relations.

Representation : Enabling the local voluntary and community sector to present its views on service design and delivery to statutory sector agencies through consultation, networking, seminars and workshops.

Support Services

Funding, legal, financial, management and constitutional information and advice, training, room hire, office space, newsletters and mailings.

Strategic Partnerships

To form partnerships between the major Public, Community and Voluntary sectors with the aim of improving Southend for the benefit of all within our local area.

Strategic Partnership Work: Working with the Local Strategic Partnership (LSP), leading in partnership to develop the Compact framework, participating in the development of the Local Area Agreement, participating in neighbourhood regeneration and working with sustainable community strategy and the other statutory bodies at a strategic level.

SOUTHEND ASSOCIATION OF VOLUNTARY SERVICES

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31 MARCH 2009**

Volunteering

To provide stimulation and support for individual volunteers and volunteer organisations.

Achievements and Performance

Our main area of activity is based around developing and supporting an informed and effective voluntary and community sector in our local area.

Development Work

Our community work is focused on the development of links with and between key local groups. The Community Forums which were launched in October 2007 have developed and strengthened and have become a key conduit of information between the Voluntary and Community Sector (VCS) and our statutory partners. This has enabled us to develop closer links and working with the Local Strategic Partnership for the benefit of the VCS and wider community in Southend on Sea.

Liaison and Representation

During the year we have ensured that the local community was represented, where necessary, in the consultation process around the design and delivery of local services, especially in health and social care. In particular, we again played a positive role in the development and design of Southend's Sustainable Community Strategy and its Local Area Agreement via the Southend Together Process. A huge success has been securing a place for a representative from each of the six forums on the Southend Together Board.

Support Services

We have provided advice and guidance to many individuals and groups in areas such as developing constitutions, business plans, funding applications and policy development. An increase in demand for these services, particularly from those from ethnic minority communities and groups needing support to access Grassroots funding has kept us very busy this year.

Strategic Partnerships

We continued to build partnerships regionally and locally. We were the first CVS in the country to become the lead agency for a Neighbourhood Management project which is now in its third year. We worked closely with Go East, East of England Development Agency and Thames Gateway South Essex and built on our relationship with Southend Borough Council and the South East Essex Primary Care Trust. The Local Area Agreement process has also seen us getting closer to other agencies e.g. fire/police.

Volunteering

V-involved replaced the Millennium Volunteers project and SAVS won the contract to deliver this programme for the whole of Essex. The Teams across the county have been carrying out excellent work with young people to benefit not only the volunteers but the beneficiaries of their services. Volunteer Centre - we continue to match volunteers with voluntary and public sector organisations that need them and promote good practice to ensure volunteers have a positive volunteering experience and remain as volunteers.

Financial Review

Review of Financial Position

We are pleased to report that SAVS financial position continues to be sound and that the organisation continues on a firm financial footing. This has been achieved by a dedicated and committed workforce who work with enthusiasm and imagination to meet the changing needs of the Southend Voluntary and Community Sector.

SOUTHEND ASSOCIATION OF VOLUNTARY SERVICES

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED MARCH 2009**

Financial Review (continued)

Principal Sources of Funding

Aside from the income generated by our office resource, the principal funding sources for the charity are currently by way of grants and contract income from our projects.

Reserves Policy

At the year end, the charity had unrestricted reserves of £185,960 (2008: £216,096). Of this amount £44,962 (2008: £44,962) has been designated for future repairs and renewals. This leaves an unrestricted fund position of £140,998 (2008: £171,134).

Given that the majority, in excess of 80%, of the charity's income is derived from grants, renewals of which are not guaranteed beyond their current agreement periods, the trustees feel that it is necessary to accumulate unrestricted reserves to a level which, in their opinion, will safeguard its continued operation for a period long enough to obtain alternative sources of funding, should its current sources of grant funding cease completely. Target reserves for 2009/10 are £306,800. This may not be achieved but the policy will be to add to unrestricted reserves until that level is reached and thereafter review the position to ensure that any surplus funds are correctly used.

Future Plans

Our key targets for 2009/10 include:

- * a recruitment drive to attract new members and thereby increase the reach of SAVS
- * the development of SAVS new membership involvement group to help inform the future development of SAVS
- * development of the Chapells project to encourage the development of social enterprise activity
- * to embed the representation from the forums on the LSP and develop mechanisms to involve the VCS in wider representation of the sector
- * to develop additional forums to meet the demand from the VCS for other specialisms
- * leading the drive to increase volunteering opportunities in Southend through our Volunteer Centre and the Vinolved project across the county
- * to lead on the Compact for Southend and encourage the public and VCS to use it
- * to continue to represent the VCS on the Southend Together and other strategic partnerships
- * to continue to develop the Neighbourhood Management Team and to work to secure its future sustainability
- * the establishment of a Trustee Bureau

Funds held on behalf of other organisations

The charity regularly holds funds on behalf of a small number of local voluntary organisations who are themselves in the process of obtaining charitable status. This is a sponsorship and governance service which we provide in the formative months of an emerging charity and Social Enterprise only. The funds are held in our Lloyds TSB account and are separately accounted for in our accounting records. These funds are only distributed on receipt of appropriately authorised requests from the organisations involved.

At the year end, £2,293 (2008: £2,334) was held in this manner. (See note 10 to the accounts)

SOUTHEND ASSOCIATION OF VOLUNTARY SERVICES

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED MARCH 2009**

Disclosure of Information to Auditors

The trustees confirm that so far as they are aware, there is no relevant audit information of which the charity's auditors are unaware. They have taken all the steps that they ought to have taken as trustees in order to make themselves aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

Auditors

The auditors, Kingston Smith LLP, will be proposed for reappointment in accordance with section 385 of the Companies Act 1985.

Statement of Trustees Responsibilities

The charity's trustees are responsible for preparing the Annual Report and financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

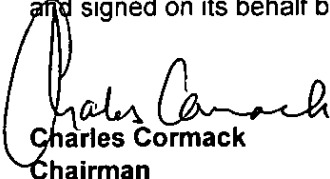
Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and its financial activities for that year. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and apply them consistently;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The report of the trustees has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (issued in March 2005) and in accordance with the special provisions of part VII of the Companies Act 1985 relating to small entities.

This report was approved by the Board of Directors on *9 September 2009*
and signed on its behalf by


Charles Cormack
Chairman

SOUTHEND ASSOCIATION OF VOLUNTARY SERVICES

INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES OF SOUTHEND ASSOCIATION OF VOLUNTARY SERVICES

We have audited the financial statements of Southend Association of Voluntary Services for the year ended 31 March 2009. The financial statements, which comprise of pages 10 to 18, have been prepared in accordance with the accounting policies set out therein and the requirements of the Financial Reporting Standard for Smaller Entities (effective January 2007).

This report is made solely to the charitable company's members, as a body, in accordance with Section 235 of the Companies Act 1985. Our audit work has been undertaken for no purpose other than to draw to the attention of the charitable company's members those matters which we are required to include in an auditor's report addressed to them. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of the trustees and auditors

The responsibilities of the trustees (who are also the directors of Southend Association of Voluntary Services for the purposes of company law) for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) are set out in the Statement of Trustees' Responsibilities.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you whether, in our opinion, the information given in the Trustees' Report is consistent with the financial statements.

In addition we report to you if, in our opinion the charitable company has not kept proper accounting records, if we have not received all of the information and explanations we require for our audit, or if information specified by law regarding trustees' remuneration and transactions with the charity is not disclosed.

We read other information contained in the Annual Report, and consider whether it is consistent with the audited financial statements. We consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the financial statements. Our responsibilities do not extend to any other information.

Basis of opinion

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charitable company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

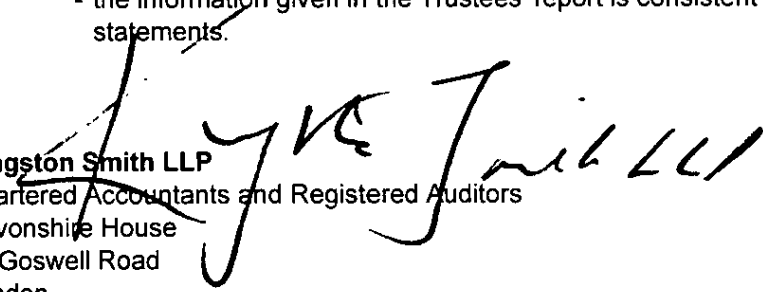
SOUTHEND ASSOCIATION OF VOLUNTARY SERVICES

INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES OF
SOUTHEND ASSOCIATION OF VOLUNTARY SERVICES (continued)

Opinion

In our opinion the financial statements

- give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice applicable to smaller entities, of the state of the charitable company's affairs as at 31 March 2009 and of its incoming resources and application of resources, including the income and expenditure of the charitable company for the year then ended;
- have been properly prepared in accordance with the Companies Act 1985; and
- the information given in the Trustees' report is consistent with the financial statements.


Kingston Smith LLP
Chartered Accountants and Registered Auditors
Devonshire House
60 Goswell Road
London
EC1M 7AD
Date: 17/9/09

SOUTHEND ASSOCIATION OF VOLUNTARY SERVICES

STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING AN INCOME & EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2009

		Unrestricted fund 2009	Restricted funds 2009	Total 2009	Total 2008
	Note	£	£	£	£
Incoming Resources					
Incoming Resources From Generated Funds:					
<i>Voluntary Income</i>					
Donations and grants	2	114,601	1,136,657	1,251,258	1,465,063
<i>Activities For Generating Funds</i>					
Bank deposit interest		19,520	-	19,520	19,964
Incoming Resources From Charitable Activities:					
Café/ buffet takings		49,077	-	49,077	56,777
Resource Office Lettings		44,008	-	44,008	104,353
Sundry income		34,404	-	34,404	22,826
Total Incoming Resources		<u>261,610</u>	<u>1,136,657</u>	<u>1,398,267</u>	<u>1,668,983</u>
Resources Expended					
Charitable Activities		245,714	1,151,794	1,397,508	1,544,634
Governance Costs		46,032	-	46,032	47,825
Total resources expended	3	<u>291,746</u>	<u>1,151,794</u>	<u>1,443,540</u>	<u>1,592,459</u>
Net Incoming/(Outgoing) Resources for the year before transfers		(30,136)	(15,137)	(45,273)	76,524
Reconciliation of Funds					
Fund balances at 1 April 2008		216,096	216,548	432,644	356,120
Fund balances at 31 March 2009	12	<u>185,960</u>	<u>201,411</u>	<u>387,371</u>	<u>432,644</u>

The statement of financial activities includes all gains and losses in the year. All incoming resources and resources expended derive from continuing activities.

SOUTHEND ASSOCIATION OF VOLUNTARY SERVICES

BALANCE SHEET AS AT 31 MARCH 2009

	Note	2009	2008
		£	£
Tangible Fixed Assets	8	12,440	24,752
Current Assets			
Debtors	9	51,457	85,624
Cash at bank and in hand		528,417	552,143
		579,874	637,767
Creditors: amounts falling due within one year	10	(159,943)	(182,375)
Net Current Assets		419,931	455,392
Total Assets Less Current Liabilities		432,371	480,144
Creditors: amounts falling due after more than one year	11	(45,000)	(47,500)
Net Assets		387,371	432,644
 Unrestricted funds			
- Designated funds	12a	44,962	44,962
- General funds	12a	140,998	171,134
		185,960	216,096
 Restricted funds	12b	201,411	216,548
		387,371	432,644

These accounts are prepared in accordance with the special provisions of part VII of the Companies Act 1985 relating to small entities (January 2007).

Approved and authorised for issue by the Board of Directors on..... 9 September 2009


Charles Cormack
 Chairperson

SOUTHEND ASSOCIATION OF VOLUNTARY SERVICES

NOTES TO THE FINANCIAL STATEMENTS **FOR THE YEAR ENDED 31 MARCH 2009**

1. ACCOUNTING POLICIES

a Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with the Companies Act 1985, financial reporting standard for smaller entities (effective January 2007) and the Statement of Recommended Practice: Accounting and Reporting by Charities.

b Fund accounting

Unrestricted funds are available for use at the discretion of the directors/trustees in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the directors/trustees for particular purposes.

Restricted funds are subject to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

c Incoming resources

Incoming resources are recognised by the Charity in the period in which the charity is entitled to the receipt and the amount can be measured with reasonable certainty.

Donated services are recognised only where they form part of a matched funding agreement and are accounted for at the values permissible within the relevant agreement.

Gifts in kind are included at estimated valuation.

d Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes VAT which cannot be recovered which is reported as part of the expenditure to which it relates.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategy management of the charity.

All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly and others are apportioned on an appropriate basis, based on staff time.

e Tangible fixed assets

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their useful lives on the following bases:

Computer equipment	33.33% straight line
Furniture and equipment	20-25% straight line
Motor vehicles	25% straight line

Tangible fixed assets costing more than £250 are capitalised.

f Leased assets

Rentals under operating leases are charged to the financial statements when they fall due.

SOUTHEND ASSOCIATION OF VOLUNTARY SERVICES

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2009

2 DONATIONS AND GRANTS

	2009			2008
	Unrestricted	Restricted		Total
	funds	funds	Total	Total
	£	£	£	£
Southend Borough Council	114,243	513,903	628,146	851,736
Southend Adult Community College	-	20,833	20,833	32,244
Business Link East	-	1,500	1,500	-
Childrens Workforce Development Council	-	32,500	32,500	7,500
Rural Communities Council of Essex	-	6,500	6,500	4,752
Housing Association Charitable Trust	-	15,000	15,000	-
Thames Gateway South Essex	-	2,860	2,860	54,147
Voluntary Sector Training	-	-	-	29,905
The Russell Commission	-	412,235	412,235	392,266
South East Essex Primary Care Trust	-	12,701	12,701	12,331
East of England Development Agency	-	52,697	52,697	-
Business in the Community	-	600	600	-
European Regional Development Fund	-	18,459	18,459	-
Tribal Consulting	-	40,000	40,000	17,460
Rochford District Council	-	1,869	1,869	-
Thurrock Council	-	5,000	5,000	-
Essex Country Council	-	-	-	18,000
Essex Southend & Thurrock Connexions Limited	-	-	-	35,892
Sundry Donations	358	-	358	8,830
	114,601	1,136,657	1,251,258	1,465,063

3 TOTAL RESOURCES EXPENDED

	2009			2008
	Staff costs	Other costs		Total
	£	£	Total	Total
	£	£	£	£
Charitable Activities				
Development, Liaison & representation and Strategic partnership:				
Partnership Participation	45,812	9,346	55,158	28,350
Development work:				
ROC Feasibility Study	-	52,697	52,697	-
Development work and Support Services:				
Neighbourhood Fund	-	-	-	3,061
Safer Communities	239,282	181,377	420,659	515,263
Capacity building in Essex	19,416	(3,931)	15,485	1,574
Support Services:				
Community database	-	-	-	6,055
Children's Fund	27,019	7,587	34,606	65,068
Children's Fund-Participation worker	-	-	-	52,615
Managing Change for Carers	-	3,113	3,113	-
Advanced training	27,977	20,212	48,189	53,296
Capacity building	-	-	-	4,395
CWDC Training	-	19,124	19,124	5,444
Investors in Community	1,665	512	2,177	69,659
Change Up	-	-	-	32,509
HACT	-	14,010	14,010	-
Volunteering:				
M. V. Essex	-	67,529	67,529	443,718
V-Involved	267,684	115,546	383,230	-
Volunteer Bureau	21,512	6,806	28,318	22,911
ESTIC University	-	6,000	6,000	-
Other:				
Various short term	-	-	-	43,148
Café Feasibility Study	-	1,500	1,500	-
Total restricted	650,367	501,427	1,151,794	1,347,066
SAVS core	206,342	39,372	245,714	197,568
	856,709	540,799	1,397,508	1,544,634
Governance Costs	27,054	18,978	46,032	47,825
Total resources expended	883,763	559,777	1,443,540	1,592,459

SOUTHEND ASSOCIATION OF VOLUNTARY SERVICES

NOTES TO THE FINANCIAL STATEMENTS **FOR THE YEAR ENDED 31 MARCH 2009**

4 NET INCOMING RESOURCES FOR THE YEAR

This is stated after charging:	2009	2008
	£	£
Depreciation	12,312	19,666
Auditors' remuneration - current year	8,418	6,463
- accountancy	1,968	881
- other services	4,336	600
	<u> </u>	<u> </u>

5 STAFF COSTS AND NUMBERS

Staff costs were as follows:	2009	2008
	£	£
Salaries and wages	805,293	626,108
Social security costs	77,216	57,662
Pension costs	1,255	3,393
	<u>883,764</u>	<u>687,163</u>

No employee received emoluments of more than £60,000 (2008-none).

The average number of employees during the year, calculated on the basis of full time equivalents, was as follows:

	Number	Number
Chief Officer	1	1
Project workers	26	20
Caretaker	2	2
Administration	4	5
	<u>33</u>	<u>28</u>

The previous Chief Officer had a private pension scheme. All other employees are offered the SAVS stakeholder pension option to which SAVS makes no contribution.

6 DIRECTORS/TRUSTEES REMUNERATION AND RELATED PARTY TRANSACTIONS

No director/trustee received any remuneration or reimbursement of expenses during the year (2008-none).

No director/trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year (2008-none).

7 TAXATION

As a charity, Southend Association of Voluntary Services is exempt from tax on income and gains falling within Section 505 of the Taxes Act 1988 or s256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

SOUTHEND ASSOCIATION OF VOLUNTARY SERVICES

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2009

8 TANGIBLE FIXED ASSETS	Computer Equipment £	Fixtures & Fittings £	Motor Vehicles £	Total £
Cost				
At 1st April 2008	91,311	85,884	11,305	188,500
Additions	-	-	-	-
At 31st March 2009	<u>91,311</u>	<u>85,884</u>	<u>11,305</u>	<u>188,500</u>
Depreciation				
At 1st April 2008	84,054	76,868	2,826	163,748
Charge for the year	6,833	2,980	2,499	12,312
At 31st March 2009	<u>90,887</u>	<u>79,848</u>	<u>5,325</u>	<u>176,060</u>
Net book value at 31st March 2009	<u>424</u>	<u>6,036</u>	<u>5,980</u>	<u>12,440</u>
Net book value at 31st March 2008	<u>7,257</u>	<u>9,016</u>	<u>8,479</u>	<u>24,752</u>

9 DEBTORS

	2009 £	2008 £
Trade debtors	14,656	4,941
Grants receivable	24,509	71,096
Other debtors	1,748	25
Prepayments	10,544	9,562
	<u>51,457</u>	<u>85,624</u>

10 CREDITORS: Amounts falling due within one year

	2009 £	2008 £
Loan (note 11)	2,500	2,500
Trade Creditors	6,198	40,741
Other creditors	2,293	2,334
Accruals	21,677	9,525
Deferred income	127,275	127,275
	<u>159,943</u>	<u>182,375</u>

Included in other creditors is £2,293 held on behalf of other charities (2008: £2,334).

11 CREDITORS: Amounts falling due after one year

	2009 £	2008 £
Loan	<u>45,000</u>	<u>47,500</u>

The loan has been received from Southend-on-Sea Borough Council to finance the deficit on the Alexandra Street project. It is interest free and repayable in annual instalments of £2,500, the last instalment being due on 30 November 2027.

SOUTHEND ASSOCIATION OF VOLUNTARY SERVICES

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2009

12 MOVEMENT OF FUNDS

a) Unrestricted

	Unrestricted Fund £	Designated Fund £	Total £
Balance b/fwd at 1 April 2008	171,134	44,962	216,096
Net movement of funds in year	(30,136)	-	(30,136)
New designations in the year	-	-	-
Expenditure charged to designated fund	-	-	-
Balance c/fwd at 31 March 2009	<u>140,998</u>	<u>44,962</u>	<u>185,960</u>

Designated fund

This fund represents amounts which have been designated by the directors/trustees to meet expected future repairs and renewals costs.

b) Restricted

	Balances 1-Apr-08 £	Movement on Incoming £	Resources Outgoing £	Balances 31-Mar-09 £
Development, Liaison & representation and Strategic partnership:				
Partnership Participation	22,457	32,701	(55,158)	-
Development work:				
ROC Feasibility Study	-	52,697	(52,697)	-
Liaison & Representation:				
PPI	17,422	-	-	17,422
Development work and Support Services:				
Neighbourhood Fund	8,317	-	-	8,317
Safer Communities	79,478	414,078	(420,659)	72,897
SE Capacity building	-	18,459	(15,485)	2,974
Support Services:				
Community Database	3,945	-	-	3,945
Children's Fund	982	33,624	(34,606)	-
Managing Change for Carers	8,741	-	(3,113)	5,628
Advanced Training	21,090	35,524	(48,189)	8,425
Capacity building Voluntary	16,426	-	-	16,426
CWDC Training	2,056	32,500	(19,124)	15,432
Investors in Com-Procure	-	2,860	(2,177)	683
HACT	-	15,000	(14,010)	990
Volunteering:				
M.V. Essex 07/08	26,786	46,528	(67,529)	5,785
Extended Schools	8,848	-	-	8,848
Project V-involved	-	416,869	(383,230)	33,639
Volunteer Bureau	-	28,317	(28,317)	-
ESTIC	-	6,000	(6,000)	-
Other:				
Other	-	1,500	(1,500)	-
	<u>216,548</u>	<u>1,136,657</u>	<u>(1,151,794)</u>	<u>201,411</u>

SOUTHEND ASSOCIATION OF VOLUNTARY SERVICES

NOTES TO THE FINANCIAL STATEMENTS **FOR THE YEAR ENDED 31 MARCH 2009**

12 MOVEMENT OF FUNDS (CONTINUED)

b) Restricted (continued)

The Partnership Participation (formerly Partnership Development) Project represents monies received specifically to fund Partnership work between the Borough Council, Southend Primary Care trust and the voluntary and community sector of Southend on Sea.
This relates to the Development, Liaison & representation, and Strategic partnership activities.

ROC Feasibility Study to develop the business case for the extension of SAVS to provide additional support for emerging Social Enterprises. This relates to Development activities.

PPI represents monies received to support the formation, development and operation of Public and Patient Involvement in Health. This relates to Liaison and representation.

The following funds represent activities in Development work and Support services:

The Neighbourhood Fund represents monies received to deliver learning opportunities in deprived communities.

Safer Communities represents monies received support a neighbourhood renewal project.

SE Capacity Building relates to training and development support for emerging Social Enterprises.

The following funds represent activities in Support services:

Community Database represents money received from ESTIC to develop membership database.

The Children's Fund represents monies received specifically to fund the management and development of prevention projects aimed at 5 to 13 year olds.

The Managing Change for Carers project represents monies received for developing a support service for carers.

Advance Training represents monies received to support training activities delivered to members.

Capacity building Voluntary Sector represents various projects to enable infrastructure organisations to support front line organisations.

CWDC Training represents LSCB funding to train child support workers and volunteers.

Investors in Com-Procure represents exploration of a possible project to support front line organisations in the procurement process.

HACT represents grant to develop a consortia bid to tender to deliver local services.

The following funds represent activities in Volunteering:

M.V.Essex 07/08 is a volunteering project for 16-24 year olds across Essex, Southend and Thurrock.

Extended Schools represents monies received to help support schools, including extended schools in their fuller engagement with their wider communities and to explore the development of volunteering opportunities within schools.

SOUTHEND ASSOCIATION OF VOLUNTARY SERVICES

NOTES TO THE FINANCIAL STATEMENTS **FOR THE YEAR ENDED 31 MARCH 2009**

12 MOVEMENT OF FUNDS (CONTINUED)

b) Restricted (continued)

Volunteering continued:

V-involved is a volunteering project for 16 - 25 year olds across Essex, Southend and Thurrock.

The Volunteer Bureau Project represents monies received specifically to promote good practice in working with volunteers, to interview and recruit potential volunteers and to place them in a wide range of voluntary work.

ESTIC represents monies received to run Social Enterprise training workshop and to carry out a feasibility study into the need for Supported Volunteering projects across the Thames Gateway.

13 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	General funds £	Designated funds £	Restricted funds £	Total funds £
Tangible fixed assets	12,440	-	-	12,440
Net current assets	173,558	44,962	201,411	419,931
Long term liabilities	(45,000)	-	-	(45,000)
	<u>140,998</u>	<u>44,962</u>	<u>201,411</u>	<u>387,371</u>

14 LIMITED BY GUARANTEE

Southend Association of Voluntary Services is a company limited by guarantee and does not have a share capital.

15 FUTURE FINANCIAL COMMITMENTS

At 31 March 2009 the company had annual commitments under non-cancellable operating leases as set out below:

	2009 £ Other	2009 £ Land & Building	2008 £ Other	2008 £ Land & Building
Operating leases which expire:				
within one year	-	7,500	-	-
in the second to fifth year	-	18,250	-	18,250
	<u>-</u>	<u>25,750</u>	<u>-</u>	<u>18,250</u>