

REGISTERED COMPANY NUMBER 03351855 (England and Wales)
REGISTERED CHARITY NUMBER: 1063655

REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2013
FOR
SOUTHEND ASSOCIATION OF VOLUNTARY
SERVICES

(Company limited by guarantee)



**SOUTHEND ASSOCIATION OF VOLUNTARY
SERVICES**

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

	Page
Report of the Trustees	1 to 6
Report of the Independent Auditors	7 to 8
Statement of Financial Activities	9
Balance Sheet	10
Notes to the Financial Statements	11 to 17

**SOUTHEND ASSOCIATION OF VOLUNTARY
SERVICES**

**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.

Objects of the Charity

- 1) To promote any charitable purposes and Social Enterprises for the benefit of the community in Essex, Suffolk, Hertfordshire, Norfolk, Bedfordshire 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

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number
03351855 (England and Wales)

Registered Charity number
1063655

Registered office
Savs Centre
29/31 Alexander Street
Southend on Sea
Essex
SS1 1BW

Trustees

Charles Cormack	- resigned as chair 13 11 12
Janice Price	- appointed as chair 13 11 12
Melvin Day	
Gareth Gault	- resigned 18 2 13
Glyn Halksworth	
Mark Gillett	
Murray Foster	
Vanessa Yuen	- resigned 20 2 13
Maureen Longley	- appointed 16 4 13
Claire McAllister	- appointed 16 4 13

Senior Statutory Auditor
John Smith

Auditors

Segrave & Partners
Registered Auditor & Chartered Accountant
Turnpike House
1208/1210 London Road
Leigh on Sea
Essex
SS9 2UA

Solicitors

BTMK Solicitors
19 Clifftown Road
Southend on Sea
Essex
SS1 1AB

**SOUTHEND ASSOCIATION OF VOLUNTARY
SERVICES**

**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

Recruitment and appointment of new trustees

Trustees are recruited through a formal and transparent process and are appointed at the Annual General Meeting. Provision exists for trustees to be co-opted onto the board for skills availability purposes.

Induction and training of new trustees

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. 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.

Organisational structure

Southend Association of Voluntary Services has a Board of Trustees that meet every 3 months 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.

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.

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 reviewed and updated annually.

**SOUTHEND ASSOCIATION OF VOLUNTARY
SERVICES**

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

OBJECTIVES AND ACTIVITIES

Objectives and aims

The charity aims to achieve its objects by working closely with a wide range of partners, including other Voluntary and Community sector groups, the public and private sectors and health organisations. Beneficiaries come from all walks of life and include children through to older people.

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. These are incorporated into an annual operational plan which is supported by a three year strategic plan.

How our activities deliver Public Benefit

Our main activities and who we aim to support are described below. 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.

Significant activities

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.

Services and Support

Funding, legal, financial, management and constitutional information and advice, training, providing local and strategic information via a range of methods, back office support, office lettings and room hire.

Strategic Partnerships

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

In addition we run a Volunteer Centre that provides stimulation and support for individual volunteers and organisations that involve them.

**SOUTHEND ASSOCIATION OF VOLUNTARY
SERVICES**

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

ACHIEVEMENT AND PERFORMANCE

Charitable activities

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 development work involves building the capacity of the Voluntary and Community sector to enable them to survive the challenging economic times. We ran training courses focused on topics such as Fundraising and Procurement, Safeguarding Children, Recruiting Volunteers and Food Hygiene. We provide one to one guidance and support to our members as well as group sessions.

Liaison and Representation

Our new Thematic groups enabled us to bring together Voluntary and Community sector groups to network, learn about each others services and develop relationships with a view to collaborative working partnerships. We also raised awareness of current issues such as the Social Value Act, Loan Sharks, procuring from the Council and consulted on issues such as the Joint Mental Health Strategy. We ran two Third Sector Assemblies which brought together fifty different organisations as we explored the benefit reforms in one session and changes in Health in another.

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. There are many changes to the way the Voluntary and Community sector is and will be funded in the future, and we provided information about these changes and encouraged our members to think and work differently to ensure they can take advantage of the opportunities ahead.

Strategic Partnerships

We continue to play a key role in representing the Voluntary and Community Sector at Key Strategic Partnerships. We have worked in partnership with Southend Borough Council, NHS South East Essex, Essex Police, Essex County Fire and Rescue Service, Southend Adult Community College and many others to ensure the voice of the VCS is heard and taken into account in the delivery and development of services. We have developed a good relationship with the emerging Southend Clinical Commissioning Group and have worked together to ensure the Voluntary and Community Sector and the public in general can have a voice and the ability to influence this new body.

Volunteering

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. The numbers of volunteers approaching us continues to increase.

Supported Volunteering - this project is funded through the Reaching Communities programme of the Big Lottery and enables us to support people with mental ill health into volunteering.

Turning Tides - the work of our Turning Tides project continues to develop into new areas with the key theme being that of engaging with the public to either raise awareness, provide information, seek their views, keep them safe and warm or change their behaviours. The Warm Homes project enabled the team and their loyal volunteers to ensure vulnerable people were warm and fed over the cold winter months, the project with the Fire Service ensured vulnerable residents had working smoke detectors and the Personal Travel Planning project gave people information about alternative ways to travel round the Borough.

Charity Shop - in order to ensure SAVS remains viable and has sustainable funding in years to come, we explored the potential of running a Charity Shop from our building in Alexander Street. In the Autumn of 2012 we set about raising funds for the refurbishment of our ground floor and funds to support those furthest from employment into volunteering. The refurbishment took place in March 2013 and we opened our doors at the end of that month.

Essex Ambassadors - SAVS was fortunate to be very involved in the London 2012 Olympic and Paralympic Games this year. We delivered the Essex Ambassadors project on behalf of Essex County Council. Three hundred volunteers were recruited to become Ambassadors at Southend and Stansted Airports and Harwich Port. They also helped at the Sparks will Fly events that took place all across the County.

**SOUTHEND ASSOCIATION OF VOLUNTARY
SERVICES**

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

FINANCIAL REVIEW

Reserves policy

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.

At the year end, the charity had unrestricted reserves of £137,815 (2012 £127,696). Of this amount £51,063 (2012 £58,828) has been designated for future repairs and renewals, this leaves an unrestricted fund position of £86,752 (2012 £68,868).

Given that approximately 70% 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 2013/14 are £220,765, 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.

Principal funding sources

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.

FUTURE DEVELOPMENTS

Our key targets for 2013/14 include

Continue to offer the same level and quality of service to our members

Increase and broaden our membership

Provide regular opportunities for our members to network with others with a view to partnership/collaborative working

Provide relevant information in a timely and succinct way so it is accessible to all

Keep up to date with legislative changes and ensure our members are kept informed of developments

Increase the usage of our conference rooms and cafe to raise income to contribute to our running costs

Run the Charity Shop with the support of volunteers to raise income and provide volunteering/work experience for the most vulnerable people in the community

Complete the final year of the Personal Travel Planning programme and Triple T youth clubs

Raise funds to continue the valuable work of the Turning Tides project

Develop links with the Corporate Sector in Southend for the mutual benefit of the private and Voluntary and Community Sectors

Continue to represent the Voluntary and Community Sector on various strategic partnership boards

Run a comprehensive training programme to build the skills and capacity of the Voluntary and Community Sector

Implement the HealthWatch program, facilitating the project in coordination with The Citizens Advice Bureau and BATIAS

To lead on and embed the Southend Compact within the Voluntary and Community and Public Sectors

**SOUTHEND ASSOCIATION OF VOLUNTARY
SERVICES**

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

FUNDS HELD AS CUSTODIAN FOR OTHERS

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 £1,971 (2012 £1,130) was held in this manner

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees (who are also the directors of Southend Association of Voluntary Services for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently,
- observe the methods and principles in the Charity SORP,
- make judgements and estimates that are reasonable and prudent,
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities

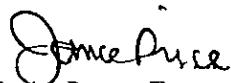
In so far as the trustees are aware

- there is no relevant audit information of which the charitable company's auditors are unaware, and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information

AUDITORS

The auditors, Segrave & Partners, will be proposed for re-appointment at the forthcoming Annual General Meeting

ON BEHALF OF THE BOARD



Janice Price - Trustee

Date 24/9/2013

REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF
SOUTHEND ASSOCIATION OF VOLUNTARY
SERVICES

We have audited the financial statements of Southend Association of Voluntary Services for the year ended 31 March 2013 on pages nine to fifteen. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective April 2008) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. 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 trustees and auditors

As explained more fully in the Statement of Trustees Responsibilities set out on page six, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed, the reasonableness of significant accounting estimates made by the trustees, and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Report of the Trustees to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

In our opinion the financial statements

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2013 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended,
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements.

REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF
SOUTHEND ASSOCIATION OF VOLUNTARY
SERVICES

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us, or
- the financial statements are not in agreement with the accounting records and returns, or
- certain disclosures of trustees' remuneration specified by law are not made, or
- we have not received all the information and explanations we require for our audit, or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption in preparing the Report of the Trustees



John Smith (Senior Statutory Auditor)
for and on behalf of Segrave & Partners
Registered Auditor & Chartered Accountant
Turnpike House
1208/1210 London Road
Leigh on Sea
Essex
SS9 2UA

Date 25/9/13

**SOUTHEND ASSOCIATION OF VOLUNTARY
SERVICES**

**STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
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	169,169	240,778	409,947	454,968
Activities for generating funds		7,468	1,931	9,399	-
Investment income		2,136	-	2,136	1,165
Incoming resources from charitable activities					
Cafe / buffet takings		29,588	-	29,588	34,407
Resource office lettings		24,397	-	24,397	24,287
Sundry income		<u>26,850</u>	<u>1,135</u>	<u>27,985</u>	<u>49,919</u>
Total incoming resources		259,608	243,844	503,452	564,746
 RESOURCES EXPENDED					
Charitable activities					
Direct charitable activities	3	235,008	290,388	525,396	604,664
Governance costs		<u>6,900</u>	<u>-</u>	<u>6,900</u>	<u>6,720</u>
Total resources expended		241,908	290,388	532,296	611,384
 NET INCOMING/(OUTGOING) RESOURCES BEFORE TRANSFERS					
		17,700	(46,544)	(28,844)	(46,638)
Gross transfers between funds	12	<u>(7,581)</u>	<u>7,581</u>	<u>-</u>	<u>-</u>
Net incoming/(outgoing) resources		10,119	(38,963)	(28,844)	(46,638)
 RECONCILIATION OF FUNDS					
Total funds brought forward		<u>127,696</u>	<u>107,581</u>	<u>235,277</u>	<u>281,915</u>
TOTAL FUNDS CARRIED FORWARD		<u>137,815</u>	<u>68,618</u>	<u>206,433</u>	<u>235,277</u>

The notes form part of these financial statements

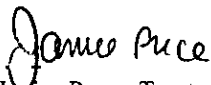
**SOUTHEND ASSOCIATION OF VOLUNTARY
SERVICES**

**BALANCE SHEET
AT 31 MARCH 2013**

	Notes	2013 £	2012 £
FIXED ASSETS			
Tangible assets	8	15,697	6,452
CURRENT ASSETS			
Debtors	9	20,752	24,551
Cash at bank		<u>220,091</u>	<u>267,923</u>
		240,843	292,474
CREDITORS			
Amounts falling due within one year	10	(15,107)	(26,149)
NET CURRENT ASSETS		<u>225,736</u>	<u>266,325</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		241,433	272,777
CREDITORS			
Amounts falling due after more than one year	11	(35,000)	(37,500)
NET ASSETS		<u>206,433</u>	<u>235,277</u>
FUNDS	12		
Unrestricted funds			
General funds		86,752	68,868
Designated funds		<u>51,063</u>	<u>58,828</u>
		137,815	127,696
Restricted funds		<u>68,618</u>	<u>107,581</u>
TOTAL FUNDS		<u>206,433</u>	<u>235,277</u>

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 24 / 9 / 2013 and were signed on its behalf by


Janice Price - Trustee

The notes form part of these financial statements

**SOUTHEND ASSOCIATION OF VOLUNTARY
SERVICES**

**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

Governance costs

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity

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	- 25% on cost
Motor vehicles	- 25% on cost
Computer equipment	- 33% 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

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

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

SOUTHEND ASSOCIATION OF VOLUNTARY SERVICES

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

2 DONATIONS AND GRANTS

	Unrestricted funds £	2013 Restricted funds £	Total £	2012 Total £
Southend Borough Council	82,000	107,960	189,960	163,000
Essex Community Foundation	10,000	880	10,880	
Big Lottery Fund	6,308	53,289	59,597	57,661
NHS South East Essex	13,000		13,000	16,750
Essex County Council		10,200	10,200	74,575
Children In Need		32,071	32,071	37,395
Active Citizens Programme				20,150
Southend Borough Council - LSTF				40,000
Southend Borough Council - Warm Homes Healthy People		9,200	9,200	
Essex Fire Service		9,800	9,800	10,000
Shoebury High School		2,800	2,800	3,150
Southend Adult Community College				2,500
Futures Community College		8,728	8,728	13,200
Basildon and Brentwood BAP				2,400
Mayflower High School				315
St Thomas More High School				800
Chase High School		800	800	400
Essex Ambassadors		1,237	1,237	562
Rosca Trust				2,170
Cory Environmental				2,500
Anglian Water Authority	1,561		1,561	3,087
East of England Local Government (EACH Project)	550		550	1,100
Rural Community Council of Essex		2,400	2,400	
Stockvale Limited	500		500	
Clothworkers Foundation	9,700		9,700	
Coutts Charitable Trust	500		500	
Lions Club of Southend		300	300	
Pamela Church - Legacy	45,000		45,000	
Sundry Donations	50	1,113	1,163	3,253
	169,169	240,778	409,947	454,968

3 TOTAL RESOURCES EXPENDED

	Staff costs £	2013 Other costs £	Total £	2012 Total £
Charitable Activities				
Development, Liaison & representation and Strategic partnership				
Partnership Participation				36,327
Development work and Support Services				
Safer Communities	70,255	20,299	90,554	83,986
HealthWatch		419	419	
Support Services				
Advanced training				45
CWDC Training				462
Managing Change for Carers		229	229	
Volunteering				
M V Essex				2,402
V-Involved				620
Volunteer Centre	28,869	9,625	38,494	37,865
Supported Volunteering	32,999	15,095	48,094	47,428
Schools Volunteering	11,758	2,552	14,310	33,433
Triple T's	22,566	14,243	36,809	31,998
Essex Ambassadors	14,236	37,543	51,779	12,796
Sportsmakers	5,738	3,962	9,700	
Total restricted	186,421	103,967	290,388	287,362
SAVS Core Costs	202,442	32,566	235,008	317,302
	388,863	136,533	525,396	604,664
Governance Costs		6,900	6,900	6,720
Total resources expended	388,863	143,433	532,296	611,384

SOUTHEND ASSOCIATION OF VOLUNTARY SERVICES

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

4. NET INCOMING RESOURCES FOR THE YEAR

This is stated after charging	2013	2012
	£	£
Depreciation - owned assets	7,656	3,758
Auditors' remuneration - current year	<u>6,900</u>	<u>6,720</u>

5. STAFF COSTS AND NUMBERS

Staff costs were as follows	2013	2012
	£	£
Salaries and wages	356,892	439,382
Social security costs	29,621	36,312
Pension costs	<u>2,349</u>	<u>2,349</u>
	<u>388,862</u>	<u>478,043</u>

No employee received emoluments of more than £60,000 (2012 - none)

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

	2013	2012
Chief officer	1	1
Project workers	13	15
Caretaker	2	3
Administration / Finance Management	4	4
Café	<u>2</u>	<u>2</u>
	<u>22</u>	<u>25</u>

The Chief Officer has a private pension scheme contributed to by SAVS. 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 (2012 - 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 (2012 - 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 2013

8. TANGIBLE FIXED ASSETS	Computer Equipment £	Fixtures & Fittings £	Motor Vehicles £	Total £
COST				
At 1st April 2012	49,289	39,746	11,305	100,340
Additions		16,901		16,901
Disposals	(2,920)	(5,412)		(8,332)
At 31st March 2013	<u>46,369</u>	<u>51,235</u>	<u>11,305</u>	<u>108,909</u>
DEPRECIATION				
At 1st April 2012	48,659	34,250	10,979	93,888
Charge for the year	630	6,700	326	7,656
Eliminated on disposal	(2,920)	(5,412)		(8,332)
At 31st March 2013	<u>46,369</u>	<u>35,538</u>	<u>11,305</u>	<u>93,212</u>
NET BOOK VALUE				
At 31 March 2013	<u>-</u>	<u>15,697</u>	<u>-</u>	<u>15,697</u>
At 31 March 2012	<u>630</u>	<u>5,496</u>	<u>326</u>	<u>6,452</u>

9 DEBTORS

	2013 £	2012 £
Trade debtors	15,635	19,063
Other debtors	50	50
Prepayments	<u>5,067</u>	<u>5,438</u>
	<u>20,752</u>	<u>24,551</u>

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2013 £	2012 £
Other loans	2,500	2,500
Trade creditors	1,305	2,628
Other creditors	1,971	1,130
Accruals and prepaid income	<u>9,331</u>	<u>19,891</u>
	<u>15,107</u>	<u>26,149</u>

Included in other creditors is £1,971 held on behalf of other charities (2012 £1,130)

11. CREDITORS: AMOUNTS FALLING DUE AFTER ONE YEAR

	2013 £	2012 £
Other loans more than 5yrs repayable by instalment	<u>35,000</u>	<u>37,500</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 2013

12. MOVEMENT OF FUNDS

a) Unrestricted

	Unrestricted Fund £	Designated Fund £	Total £
Balance b/fwd at 1 April 2012	68,868	58,828	127,696
Net movement of funds in year	17,884		17,884
New designations in the year			-
Expenditure charged to designated fund		(7,765)	(7,765)
Balance c/fwd at 31 March 2013	<u>86,752</u>	<u>51,063</u>	<u>137,815</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-12 £	Movement on Incoming £	Resources Outgoing £	Transfers £	Balances 31-Mar-13 £
Development, Liaison & representation and Strategic partnership					
Liaison & Representation.					
Development work and Support Services:					
Safer Communities	26,406	99,515	(90,554)		35,367
HealthWatch		2,960	(419)		2,541
Support Services:					
Managing Change for Carers	229		(229)		
Volunteering					
Volunteer Centre		30,913	(38,494)	7,581	
Supported Volunteering	16,864	54,169	(48,094)		22,939
Schools Volunteering	1,832	12,478	(14,310)		
Sportsmakers		9,700	(9,700)		
Triple T's	10,471	34,109	(36,809)		7,771
Essex Ambassadors	51,779		(51,779)		
	<u>107,581</u>	<u>243,844</u>	<u>(290,388)</u>	<u>7,581</u>	<u>68,618</u>

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

Safer Communities represents monies received to support a neighbourhood renewal project

HealthWatch is to provide advice, information and health complaints advocacy and for unable people to have a voice about health and social care services

The following funds represent activities in Support services:

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

SOUTHEND ASSOCIATION OF VOLUNTARY SERVICES

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2012

12 MOVEMENT OF FUNDS (CONTINUED)

b) Restricted (continued)

The following funds represent activities in Volunteering.

The Volunteer Centre 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

Supported Volunteering is a project funded to support people with mental ill-health into volunteering

Schools Volunteering is a project enabling students to take up volunteering placements at local organisations, with the goal of helping them develop their skills for future career development

Café Volunteering will enable SAVS to provide opportunities for people with mental ill-health to work within their community café, with the hope of building confidence and self esteem within the volunteers

Sportmakers encourages individuals to make sporting activities happen in their local community

The TTT's project represents monies received from Children In Need to support those living in deprived communities to raise aspirations and confidence of young people in two of our most deprived wards

Essex Ambassadors is the recruitment, selection and deployment of 300 volunteers across Essex, Southend and Thurrock to provide a warm welcome to visitors to Essex during the 2012 Olympic and Paraplegic Games

SOUTHEND ASSOCIATION OF VOLUNTARY SERVICES

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

13. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	General funds £	Designated funds £	Restricted funds £	Total funds £
Tangible fixed assets	15,697	-	-	15,697
Net current assets	106,055	51,063	68,618	225,736
Long term liabilities	(35,000)	-	-	(35,000)
	<u>86,752</u>	<u>51,063</u>	<u>68,618</u>	<u>206,433</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 2013 the charity had annual commitments under non-cancellable operating leases as set out below

	2013 £ Other	2013 £ Land & Building	2012 £ Other	2012 £ Land & Building
Operating leases which expire				
within one year	-	-	2,369	-
in the second to fifth year	-	-	-	-
	<u>-</u>	<u>-</u>	<u>2,369</u>	<u>-</u>