

REGISTERED COMPANY NUMBER: 247449 (Scotland)  
REGISTERED CHARITY NUMBER: SC024931

**REPORT OF THE TRUSTEES AND**  
**FINANCIAL STATEMENTS FOR THE YEAR ENDED**  
**31 MARCH 2018**  
**FOR**

**COUNCIL OF VOLUNTARY**  
**ORGANISATIONS**  
**(EAST AYRSHIRE) LIMITED**



Henry Brown & Co  
Chartered Accountants & Registered Auditors  
26 Portland Road  
Kilmarnock  
Ayrshire  
KA1 2EB

**COUNCIL OF VOLUNTARY  
ORGANISATIONS  
(EAST AYRSHIRE) LIMITED**

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FOR THE YEAR ENDED 31 MARCH 2018**

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**COUNCIL OF VOLUNTARY  
ORGANISATIONS  
(EAST AYRSHIRE) LIMITED**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2018**

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 2018. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

**OBJECTIVES AND ACTIVITIES**

**Objectives and aims**

The charity exists to represent the voluntary sector, to assist organisations in East Ayrshire to come together for common purposes and to enable local people to gain access to the decision making processes that affect their communities.

**COUNCIL OF VOLUNTARY  
ORGANISATIONS  
(EAST AYRSHIRE) LIMITED**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2018**

**ACHIEVEMENT AND PERFORMANCE**

**Charitable activities**

The CVO Mission Statement:-

"CVO East Ayrshire exists to represent the voluntary sector, to assist organisations in East Ayrshire to come together for common purposes and to enable local people to gain access to the decision making processes which affect their communities".

As a core partner in the Third Sector Interface CVO East Ayrshire provides a range of core services to support and develop third sector organisations in four key aspects

- £ Volunteering
- £ capacity building
- £ social enterprise
- £ representation on community planning and other related structures

We use a range of web based, social media and e-bulletin formats to circulate developmental, peer support and promotional information on third sector events and opportunities to member and non-member organisations.

We provide forum based opportunities for organisations to come together either as a whole or on theme based groups to inform and consult on an equal and collaborative basis.

CVO staff produce grant funding searches and information for community groups and organisations in addition to independent and informed guidance and referral assistance to individuals and organisations seeking to progress their work in the third sector. The promotion and development of collaboration and networking forms a key role in growing the sector.

Staff provide assistance to groups applying for grants by critiquing their applications prior to submission and attend meetings on request to provide a range of basic management and developmental support information and advice to groups.

Training courses are designed and delivered by CVO staff, commissioned by CVO staff or delivered in partnership with other local and national organisations. We provide a programme of free capacity building training opportunities in addition to bespoke and targeted training for individual organisations.

In order to promote and develop social enterprise, in addition to the information, advice and training opportunities provided CVO East Ayrshire has adopted a social enterprise approach to meet local needs, to grow our skills and those of our staff and volunteers to show how effective the model can be. CVO East Ayrshire has developed and manages the GRAFT Project, Feet First and WG13 as social enterprises.

**Health and Social Care Integration**

East Ayrshire Integration Joint Board was established on 2nd April 2015 with the commitment to improving the health and care outcomes for patients, families and carers and wider communities.

CVO East Ayrshire provides Third Sector representation on the Community Planning Board, the IJB and many of the contributing fora.

We are also responsible for the funding distribution, monitoring and evaluation of all third sector services and activities commissioned via the Integrated Care Fund.

To facilitate the wider integration of third sector services we have also established a Third Sector Forum Health and Social Care Providers sub group.

We develop positive relationships which promote innovative partnership approaches which best utilises all available resources to provide seamless and inclusive care and support to people.

**Community Connectors**

Community Connectors is now in its third year and continues to be funded by East Ayrshire Health and Social Care Partnership and managed by CVO (EA) Ltd. The service operates across every GP practice in East Ayrshire and is designed to strengthen links between Primary Care and Community Assets. The core aims of the service are to;

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**ACHIEVEMENT AND PERFORMANCE**

**Charitable activities**

£ Provide support to GP practice teams to enable patients to utilise a range of statutory and third sector services which empower and support people to challenge underlying social or economic issues impacting on their health and wellbeing.  
£ Support people to navigate complex pathways to build personal capacity and achieve best possible personal outcomes.  
£ Share learning with wider health and social care colleagues to promote partnership approach which best utilises all available resources to provide seamless and inclusive support to people.

A team of 8 Community connectors came in to post in August 2015; each connector is aligned across two GP practices. During the period 1st April 2017 to 31st March 2018 the service received in excess of 800 referrals with 543 individual service links into 120 different services.

These part time posts are funded through the Mental Health Transformation Fund and are aimed at providing support to the Community Connectors in relation to client contact and community capacity building. The Community Assistants are now in their second year of service and provide invaluable support to the Community Connector service.

**Ayrshire (East) Foodbank**

CVO East Ayrshire assumed management of the Foodbank in October 2013. Since then we have been able to build an extensive network of referral partners and donation pathways across public, statutory and private sectors. We provide emergency food aid and are affiliated with the Trussell Trust the UK's largest Foodbank network. We remain the largest localised Foodbank organisation in Scotland, with nine distribution centres across East Ayrshire. Our centres provide support to people in need over six days a week. We rely on the generous support of our local community and the good will and determination of over two hundred volunteers to provide our much needed service.

The Foodbank has received funding support for a Development Workers' post who's role is to develop a partnership approach to the delivery of foodbank services and a more holistic approach to client support.

East Ayrshire were subject to a new suite of welfare reform challenges during 2017/18. Full service implementation of Universal Credit, the ongoing reassessment of clients currently in receipt of Disability Living Allowance for Personal Independence Payments and changes to the Employment and Support Allowance rates (from April 2017) are likely to put pressure on members of the public and have the potential to significantly increase the pressure on the food bank due to reductions in incomes and increased waiting times for benefit payments.

During the period January to August 2018 year we continued to see an overall increase in demand. Further examination of the figures show a reduction in the number of vouchers issued to single people but worryingly across the same period we saw an increase in the number of families with children accessing the foodbank.

**Third Sector Forum**

The Third Sector Forum East Ayrshire's mission is to connect the Third Sector to Community Planning and other key partners, and ensure that the Third Sector contributes to making East Ayrshire a better place to live and work for our most vulnerable citizens. The Forum is the collective voice of the Third Sector, securing representation for strategic groups in East Ayrshire and co-ordinating existing work. It does not itself deliver services, but seeks to create an environment where Third Sector organisations can work effectively and fulfil their potential. A mapping exercise was conducted to scope out third sector activity and to promote involvement in the Forum.

The Forum has produced a directory of organisations which includes the services they provide and how they contribute to Single Outcome Agreement outcomes.

**The Third Sector Forum aims to**

£ Provide a coherent, collective voice for the Third Sector and strengthen engagement between the Third Sector and Community Planning Partners.  
£ Create a place and structure for strategic dialogue with Third Sector agencies and other partners in East Ayrshire.  
£ Increase the Third Sector's input in key areas of public policy in East Ayrshire and impact on the delivery of public services.  
£ Increase awareness of the impact which the work of the Third Sector has on the citizens of East Ayrshire.

**COUNCIL OF VOLUNTARY  
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**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2018**

**ACHIEVEMENT AND PERFORMANCE**

**Charitable activities**

£ Highlight, identify and connect the support needs of Third Sector organisations to the core Third Sector Interface so the Third Sector Interface can fulfil its role to both represent and support the Third Sector in East Ayrshire.

**Feet First**

Feet First is a personal foot care/nail cutting social enterprise which evolved in response to redesign of local Podiatry Services.

The service was co-produced with local older people, stakeholder groups, NHS Ayrshire and Arran Podiatry team and CVO (EA) Ltd.

Feet 1st received seed funding from NHS Ayrshire and Arran and four years on the service is fully self-sustaining on income generation. NHS Ayrshire and Arran Podiatry team provide training and shared clinic accommodation which provides space for 11 clinics across East Ayrshire.

**GRAFT**

**Gaining Respect And Fostering Trust**

GRAFT is a multi-faceted project that aims to alleviate the effects of poverty within our communities, make steps towards addressing its root causes and bring those people at the fringes of our society who are most excluded the chance to get involved in helping others to help themselves.

CVOEA has managed the GRAFT project since December 2012. During that time we have strived to support the most vulnerable and marginalised within our communities. We have developed a range of services to meet local demand and in doing so have created a range of employment, volunteering and unpaid work placement opportunities.

Key to the core aims of the project is the ability to not only support the most vulnerable in our communities but to build community resilience by providing opportunities for up skilling and self-development. We do this through a blended approach to sustainable employment, volunteering and unpaid work placements all of which incorporate opportunities for personal and skills based development.

The GRAFT Project has undergone a period of change and restructuring in order to provide an increasingly holistic service which meets the demand for key work streams including

- £ Grass Cutting Scheme
- £ Gardening and hedge cutting
- £ Landscaping
- £ External / Internal painting and decorating
- £ Clearing and cleaning
- £ General home maintenance
- £ Community Projects

These services are delivered to the most vulnerable and socially isolated members of our local community.

In addition to the placements offered at GRAFT we are now in a position to offer placements within our facilities at WG13. We have started to develop opportunities within the areas of hospitality, events and digital inclusion for unpaid work placements with a view to providing placements which can support the community arm of WG13 with a particular focus on the support offered to community groups and individuals within the digital hub and events space. With this in mind the induction process includes the opportunity for an informal assessment of peoples IT skills and their interest in the digital environment. Those who are interested and have the appropriate skills in IT will be offered the opportunity to support the work of the digital drop in facility and marketing of third sector events. This has now been extended to volunteering opportunities within WG13 which include

- £ IT and digital skills
- £ Hospitality

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**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2018**

**ACHIEVEMENT AND PERFORMANCE**

**Charitable activities**

**g Administration**

Our ability to move people into employment is testament to the success of our partnership approach. To date we have moved five people who first engaged with us on Unpaid Work Placements into sustainable posts within the GRAFT Project and WG13, three of whom are in the process of registering for Modern Apprenticeships.

Since the beginning of the pilot in January 2016, GRAFT has supported the Unpaid Work Placements who have attended GRAFT in various ways. While the underlying reason for the placements is never diminished it is hoped that by attending GRAFT and experiencing some or all of the supports provided we will give the placements a more meaningful engagement with the service.

Graft Project has offered 117 placements since the pilot commenced in January 2016. In order to increase the number of placements available the GRAFT Project will start to operate on a Saturday from April 2018.

**Digital Hub**

The Digital Hub co locates a range of services and activities which seek to eliminate barriers to digital participation. We seek to bring about cultural change by empowering people to utilise emerging technology around tele health and tele care. We believe embedding cutting edge technology within a softer public facing facility is the best way to bring about our intended changes. We promote early intervention and prevention by extending our reach into the wider community and encouraging self-management.

**Our Wee Place in Shortlees**

Our Wee Place is a community hub based in the Shortlees area of Kilmarnock funded by the BIG Lottery Our Place Initiative.

Renovations to the property were supported by skilled tradesmen and included input from the GRAFT Project.

Our Wee Place was fully renovated and formally opened on 26th June 2017. Our Wee Place was officially opened by Councillor Knapp and Jennifer Townsend -Senior Development Officer of the SKY project. Provost Jim Todd also attended the event. The members of the community, who attended, gave suggestions of things they would like to see in their community.

A community forum was set up from a number of volunteers who first expressed an interest at the open day in June and this number has grown to include 14 volunteers, 10 of whom are very active and the remaining 4 participate on a drop in basis. Our footfall has now exceeded 1700 visits over the past year.

**WG13**

WG13 project as an avenue into employment for those with additional barriers, creating a café/restaurant and venue space where we could offer commercial work experience in a supportive environment. We also developed a bespoke course in partnership with Ayrshire College which offered the certificate of work readiness and includes customer service modules. We have employed job coaches to work alongside our trainees and use systematic instruction techniques to break down complex tasks into manageable learning, and to build confidence and offer support with external issues affecting their lives.

Over the past year trainees have increasingly taken ownership for recording and monitoring their own progress, this has help develop a sense of achievement and pride when working towards their goals.

Ayrshire College in partnership with our Job Coaches continues to provide support with evidence gathering to allow the trainees to prepare their portfolio and submit the completed documents for assessment by SQA.

As we continue to develop new skills based opportunities and increase the level of participation of the trainees in events the range and diversity of evidence suitable for inclusion in submissions has likewise increased. This has been particularly evident in the increased involvement of trainees in the IT and marketing areas of the project.

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**REPORT OF THE TRUSTEES  
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**ACHIEVEMENT AND PERFORMANCE**

**Charitable activities**

To date we have successfully recruited five cohorts of trainees

ø Number of trainees signed up for course - 65 in total from five cohorts

ø Number of trainees in employment - 23 in total from five cohorts

ø Number of trainees volunteering - 12 from five cohorts including 3 from the current cohort who are due to complete on 20th August.

ø Number of trainees going onto further education - 22 from five cohorts including 4 from fifth cohort who have already been accepted onto courses for next academic year.

ø Number of trainees completed course - 61 trainees from the 65 who started have completed the course; 95% completion rate (please note this includes 3 trainees that moved onto paid employment prior to the finish date).

**Post Balance Sheet Events**

Continued development of Third Sector Forum, WG13, GRAFT, Feet First and GRAFT in addition to ongoing support for Food Bank and the third sector across East Ayrshire.

Our new community hub in Cumnock is scheduled to open within the next few week and will provide community space for local organisations and partners.

A third community hub is due to open in Newmilns in early May 2018 and will provide community space for a number of local organisations and partners.

**FINANCIAL REVIEW**

**Reserves policy**

In the longer term the charity aims to build up reserves of six months running costs.

**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.

**Charity constitution**

The charity is constituted as a company limited by guarantee, and is therefore governed by a memorandum and articles of association.

**Recruitment and appointment of new trustees**

All the directors of the company are also trustees of the charity and there are no other trustees.

Any director who was appointed by the directors in the period from the date of the last annual general meeting shall retire in office.

Out of the remaining directors, the two directors who have been longest in office since they were last appointed shall retire from office. Any retiring director is eligible for re-election.

**Organisational structure**

The charity is organised so that the directors meet regularly to manage its affairs.

Administrative matters are dealt with by the manager, the staff and by the company secretary.



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**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2018**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Risk management**

The Trustees have examined the major strategic, business and operational risks which the charity faces and confirms that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.

Financial reporting and administration is now overseen by the Treasurer, the Manager and the Financial Administrator. The charity is working with its bankers to ensure that financial matters are managed appropriately and that best use is made of the available resources. Staff training has been identified in areas such as charity accounts and financial reporting to ensure that staff and Board members are fully aware of their legal requirements.

The charity is aware of the need to develop and strengthen the skills of the existing Board.

The development of the Board will continue as potential new members with the required skills and experience are invited to join.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Company number**

247449 (Scotland)

**Registered Charity number**

SC024931

**Registered office**

Belford Mill  
16 Brewery Road  
Kilmarnock  
KA1 1NY

**Trustees**

Directors and Trustees

Brian Broadley (Chairman)  
Matthew Hood (Treasurer)  
Samuel Hudson (Secretary)  
Peter Hood

**Auditors**

Henry Brown & Co  
Chartered Accountants & Registered Auditors  
26 Portland Road  
Kilmarnock  
Ayrshire  
KA1 2EB

**COUNCIL OF VOLUNTARY  
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**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2018**

**STATEMENT OF TRUSTEES RESPONSIBILITIES**

The trustees (who are also the directors of Council of Voluntary Organisations (East Ayrshire) Limited 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, Henry Brown & Co, will be proposed for re-appointment at the forthcoming Annual General Meeting.

Approved by order of the board of trustees on 18 December 2018 and signed on its behalf by:



Mathew Hood  
Trustee

**REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES AND MEMBERS OF**  
**COUNCIL OF VOLUNTARY**  
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**(EAST AYRSHIRE) LIMITED**

**Opinion**

We have audited the financial statements of Council of Voluntary Organisations (East Ayrshire) Limited (the 'charitable company') for the year ended 31 March 2018 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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 2018 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, the Charities and Trustees Investment (Scotland) Act 2005 and regulation 8 of the Charities Accounts (Scotland) Regulations 2006.

**Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

**Conclusions relating to going concern**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

**Other information**

The trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

**Opinion on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- 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; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

**Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

**REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES AND MEMBERS OF**  
**COUNCIL OF VOLUNTARY**  
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**(EAST AYRSHIRE) LIMITED**

**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 and the Charities Accounts (Scotland) Regulations 2006 (as amended) requires us to report to you if, in our opinion:

- the charitable company has not kept proper and adequate accounting records 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 take advantage of the small companies exemption from the requirement to prepare a Strategic Report or in preparing the Report of the Trustees.

**Responsibilities of trustees**

As explained more fully in the Statement of Trustees Responsibilities, 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, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

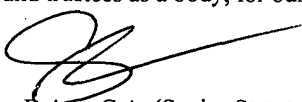
**Our responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our Report of the Independent Auditors.

**Use of our report**

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, and to the charitable company's trustees, as a body, in accordance with Section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and regulation 10 of the Charities Accounts (Scotland) Regulations 2006. Our audit work has been undertaken so that we might state to the charitable company's members and trustees 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 and trustees as a body, for our audit work, for this report, or for the opinions we have formed.

  
Gregor Orr B.Acc. C.A. (Senior Statutory Auditor)  
for and on behalf of Henry Brown & Co  
Chartered Accountants & Registered Auditors  
Eligible to act as an auditor in terms of Section 1212 of the Companies Act 2006  
26 Portland Road  
Kilmarnock  
Ayrshire  
KA1 2EB

Date: 18 December 2018

**COUNCIL OF VOLUNTARY  
ORGANISATIONS  
(EAST AYRSHIRE) LIMITED**

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2018**

		Unrestricted funds £	Restricted funds £	Total 2018 funds £	Total 2017 funds £
	Notes				
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	2	198,843	1,089,187	1,288,030	1,229,993
Other trading activities	3	-	95,944	95,944	109,810
Investment income	4	<u>11</u>	<u>-</u>	<u>11</u>	<u>12</u>
<b>Total</b>		<b>198,854</b>	<b>1,185,131</b>	<b>1,383,985</b>	<b>1,339,815</b>
<b>EXPENDITURE ON</b>					
<b>Charitable activities</b>	5				
PSP Family Buddies		-	-	-	201,894
Graft		-	52,083	52,083	97,210
Triptych- WG13		-	293,635	293,635	87,842
Feet 1st		-	57,333	57,333	38,199
Foodbank		-	37,332	37,332	22,264
IH & SC		-	553,877	553,877	462,278
CVO		128,949	6,495	135,444	462,489
People and Communities Fund		-	75,839	75,839	-
Digital		-	25,999	25,999	-
Sky		-	37,029	37,029	-
Our Wee Place		<u>-</u>	<u>76,772</u>	<u>76,772</u>	<u>-</u>
<b>Total</b>		<b>128,949</b>	<b>1,216,394</b>	<b>1,345,343</b>	<b>1,372,176</b>
<b>NET INCOME/(EXPENDITURE)</b>		<b>69,905</b>	<b>(31,263)</b>	<b>38,642</b>	<b>(32,361)</b>
<b>Transfers between funds</b>	17	<u>(60,070)</u>	<u>60,070</u>	<u>-</u>	<u>-</u>
<b>Net movement in funds</b>		<b>9,835</b>	<b>28,807</b>	<b>38,642</b>	<b>(32,361)</b>
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		<b>46,097</b>	<b>50,604</b>	<b>96,701</b>	<b>129,062</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b><u>55,932</u></b>	<b><u>79,411</u></b>	<b><u>135,343</u></b>	<b><u>96,701</u></b>

The notes form part of these financial statements

**COUNCIL OF VOLUNTARY  
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**BALANCE SHEET  
AT 31 MARCH 2018**

	Not es	Unrestricted funds £	Restricted funds £	Total 2018 funds £	Total 2017 funds £
<b>FIXED ASSETS</b>					
Tangible assets	11	-	103,914	103,914	128,580
Investments	12	<u>1</u>	<u>-</u>	<u>1</u>	<u>1</u>
		1	103,914	103,915	128,581
<b>CURRENT ASSETS</b>					
Stocks	13	-	3,850	3,850	2,879
Debtors	14	15,782	-	15,782	43,495
Cash at bank and in hand		<u>107,421</u>	<u>80,649</u>	<u>188,070</u>	<u>92,620</u>
		123,203	84,499	207,702	138,994
<b>CREDITORS</b>					
Amounts falling due within one year	15	(67,272)	(109,002)	(176,274)	(170,874)
<b>NET CURRENT ASSETS/(LIABILITIES)</b>		<u>55,931</u>	<u>(24,503)</u>	<u>31,428</u>	<u>(31,880)</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>55,932</u>	<u>79,411</u>	<u>135,344</u>	<u>96,701</u>
<b>NET ASSETS</b>		<u>55,932</u>	<u>79,411</u>	<u>135,343</u>	<u>96,701</u>
<b>FUNDS</b>	17				
Unrestricted funds				55,932	46,097
Restricted funds				<u>79,411</u>	<u>50,604</u>
<b>TOTAL FUNDS</b>				<u>135,343</u>	<u>96,701</u>

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to charitable small companies.

The financial statements were approved by the Board of Trustees on 18 December 2018 and were signed on its behalf by:



Mathew Hood  
Trustee

The notes form part of these financial statements

**COUNCIL OF VOLUNTARY  
ORGANISATIONS  
(EAST AYRSHIRE) LIMITED**

**CASH FLOW STATEMENT  
FOR THE YEAR ENDED 31 MARCH 2018**

	Notes	2018 £	2017 £
<b>Cash flows from operating activities:</b>			
Cash generated from operations	1	46,769	1,117
Interest paid		<u>(2,728)</u>	<u>(2,248)</u>
<b>Net cash provided by (used in) operating activities</b>		<u>44,041</u>	<u>(1,131)</u>
<b>Cash flows from investing activities:</b>			
Interest received		<u>11</u>	<u>12</u>
<b>Net cash provided by (used in) investing activities</b>		<u>11</u>	<u>12</u>
		<u>          </u>	<u>          </u>
<b>Change in cash and cash equivalents in the reporting period</b>		44,052	(1,119)
<b>Cash and cash equivalents at the beginning of the reporting period</b>	2	<u>23,273</u>	<u>24,392</u>
<b>Cash and cash equivalents at the end of the reporting period</b>	2	<u>67,325</u>	<u>23,273</u>

The notes form part of these financial statements

**COUNCIL OF VOLUNTARY  
ORGANISATIONS  
(EAST AYRSHIRE) LIMITED**

**NOTES TO THE CASH FLOW STATEMENT  
FOR THE YEAR ENDED 31 MARCH 2018**

**1. RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES**

	2018 £	2017 £
<b>Net income/(expenditure) for the reporting period (as per the statement of financial activities)</b>	38,643	(32,361)
<b>Adjustments for:</b>		
Depreciation charges	24,666	35,588
Interest received	(11)	(12)
Interest paid	2,728	2,248
Increase in stocks	(971)	2,786
Decrease/(increase) in debtors	27,713	97,966
(Decrease)/increase in creditors	(45,999)	(105,098)
<b>Net cash provided by (used in) operating activities</b>	<u>46,769</u>	<u>1,117</u>

**2. ANALYSIS OF CASH AND CASH EQUIVALENTS**

	2018 £	2017 £
Cash in hand	425	820
Notice deposits (less than 3 months)	187,645	91,800
Overdrafts included in bank loans and overdrafts falling due within one year	(120,745)	(69,347)
<b>Total cash and cash equivalents</b>	<u>67,325</u>	<u>23,273</u>



**COUNCIL OF VOLUNTARY  
ORGANISATIONS  
(EAST AYRSHIRE) LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2018**

**1. ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention with the exception of investments which are included at market value.

**Income**

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

**Expenditure**

Resources expended are included in the Statement of Financial Activities on an accruals basis inclusive of VAT up until the end of August 2015 as the charity could not reclaim the VAT. Since September 2015 the charity has been registered for VAT and reclaims VAT on a partial exemption basis.

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 directly 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 requirement of the charity and include audit fees and the costs linked to the strategic management of the charity.

Expenditure which is directly attributable to specific activities has been included in those cost categories. Where costs are attributable to more than one activity, they have been apportioned across the cost categories on a basis consistent with the use of these resources.

**Allocation and apportionment of costs**

**Tangible fixed assets**

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

Improvements to property	- 10% on cost
Fixtures and fittings	- 25% on cost

**Stocks**

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

**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.

Expenditure which meets these criteria is charged to the fund.

**COUNCIL OF VOLUNTARY  
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**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2018**

**1. ACCOUNTING POLICIES - continued**

**Pension costs and other post-retirement benefits**

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

**2. DONATIONS AND LEGACIES**

	2018	2017
	£	£
Donations	4,555	44,459
Grants	1,093,435	1,042,659
Management fee/rental income	78,551	104,888
Feet 1st fees	55,172	37,987
Other income	56,317	-
	<u>1,288,030</u>	<u>1,229,993</u>

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

	2018	2017
	£	£
Other grants	<u>1,093,435</u>	<u>1,042,659</u>

**3. OTHER TRADING ACTIVITIES**

	2018	2017
	£	£
WG13 Income	<u>95,944</u>	<u>109,810</u>

**4. INVESTMENT INCOME**

	2018	2017
	£	£
Deposit account interest	<u>11</u>	<u>12</u>

**5. CHARITABLE ACTIVITIES COSTS**

	Direct costs	Support costs (See note 6)	Totals
	£	£	£
Graft	51,883	200	52,083
Triptych- WG13	293,635	-	293,635
Feet 1st	57,333	-	57,333
Foodbank	37,332	-	37,332
IH & SC	550,251	3,626	553,877
CVO	128,580	6,864	135,444
People and Communities Fund	75,839	-	75,839
Digital	25,999	-	25,999
Sky	37,029	-	37,029
Our Wee Place	76,772	-	76,772
	<u>1,334,653</u>	<u>10,690</u>	<u>1,345,343</u>

**COUNCIL OF VOLUNTARY  
ORGANISATIONS  
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**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2018**

**6. SUPPORT COSTS**

	Governance costs £
Graft	200
IH & SC	3,626
CVO	<u>6,864</u>
	<u>10,690</u>

**7. NET INCOME/(EXPENDITURE)**

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

	2018	2017
	£	£
Auditors' remuneration	4,300	4,100
Depreciation - owned assets	<u>24,666</u>	<u>35,587</u>

**8. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 March 2018 nor for the year ended 31 March 2017.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 March 2018 nor for the year ended 31 March 2017.

**9. STAFF COSTS**

	2018	2017
	£	£
Wages and salaries	765,271	813,478
Other pension costs	<u>4,822</u>	<u>-</u>
	<u>770,093</u>	<u>813,478</u>

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

	2018	2017
Manager, development workers, trainees e	56	58
Administrators	<u>3</u>	<u>3</u>
	<u>59</u>	<u>61</u>

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

**COUNCIL OF VOLUNTARY  
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**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2018**

**10. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted funds £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	282,647	947,346	1,229,993
Other trading activities	69,347	40,463	109,810
Investment income	<u>12</u>	<u>-</u>	<u>12</u>
<b>Total</b>	<b>352,006</b>	<b>987,809</b>	<b>1,339,815</b>
 <b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
PSP Family Buddies	-	201,894	201,894
Graft	2,759	94,451	97,210
Triptych- WG13	27,119	60,723	87,842
Feet 1st	111	38,088	38,199
Foodbank	-	22,264	22,264
IH & SC	-	462,278	462,278
CVO	<u>324,193</u>	<u>138,296</u>	<u>462,489</u>
<b>Total</b>	<b>354,182</b>	<b>1,017,994</b>	<b>1,372,176</b>
 <b>NET INCOME/(EXPENDITURE)</b>	<b>(2,176)</b>	<b>(30,185)</b>	<b>(32,361)</b>
 <b>Transfers between funds</b>	<b><u>(24,158)</u></b>	<b><u>24,158</u></b>	<b><u>-</u></b>
 <b>Net movement in funds</b>	<b>(26,334)</b>	<b>(6,027)</b>	<b>(32,361)</b>
 <b>RECONCILIATION OF FUNDS</b>			
 <b>Total funds brought forward</b>	<b>72,431</b>	<b>56,631</b>	<b>129,062</b>
 <b>TOTAL FUNDS CARRIED FORWARD</b>	<b><u>46,097</u></b>	<b><u>50,604</u></b>	<b><u>96,701</u></b>

**COUNCIL OF VOLUNTARY  
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**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2018**

**11. TANGIBLE FIXED ASSETS**

	Improvements to property £	Fixtures and fittings £	Totals £
<b>COST</b>			
At 1 April 2017 and 31 March 2018	<u>136,024</u>	<u>141,972</u>	<u>277,996</u>
<b>DEPRECIATION</b>			
At 1 April 2017	27,204	122,212	149,416
Charge for year	<u>13,602</u>	<u>11,064</u>	<u>24,666</u>
At 31 March 2018	<u>40,806</u>	<u>133,276</u>	<u>174,082</u>
<b>NET BOOK VALUE</b>			
At 31 March 2018	<u>95,218</u>	<u>8,696</u>	<u>103,914</u>
At 31 March 2017	<u>108,820</u>	<u>19,760</u>	<u>128,580</u>

**12. FIXED ASSET INVESTMENTS**

	Shares in group undertakings £
<b>MARKET VALUE</b>	
At 1 April 2017 and 31 March 2018	<u>1</u>
<b>NET BOOK VALUE</b>	
At 31 March 2018	<u>1</u>
At 31 March 2017	<u>1</u>

There were no investment assets outside the UK.

**13. STOCKS**

	2018 £	2017 £
Stocks	<u>3,850</u>	<u>2,879</u>

**14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2018 £	2017 £
Trade debtors	3,271	40,500
VAT	<u>12,511</u>	<u>2,995</u>
	<u>15,782</u>	<u>43,495</u>

**COUNCIL OF VOLUNTARY  
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**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2018**

**15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2018	2017
	£	£
Bank loans and overdrafts (see note 16)	120,745	69,347
Trade creditors	6,488	67,124
Social security and other taxes	26,708	12,509
Other creditors	14,481	14,880
Accrued expenses	<u>7,852</u>	<u>7,014</u>
	<u>176,274</u>	<u>170,874</u>

**16. LOANS**

An analysis of the maturity of loans is given below:

	2018	2017
	£	£
Amounts falling due within one year on demand:		
Bank overdrafts	<u>120,745</u>	<u>69,347</u>

**17. MOVEMENT IN FUNDS**

	At 1/4/17	Net movement	Transfers	At 31/3/18
	£	in funds	between funds	£
		£	£	
<b>Unrestricted funds</b>				
General fund	46,097	69,905	(60,070)	55,932
<b>Restricted funds</b>				
Triptych	-	(55,917)	55,917	-
Graft Project	-	(2,785)	2,785	-
IH & SC	41,948	34,052	-	76,000
Feet 1st	2,161	(2,161)	-	-
Documentary Fund	6,495	(6,495)	-	-
People and Communities fund	-	(1,339)	1,339	-
Our Wee Place	-	3,411	-	3,411
Sky	<u>-</u>	<u>(29)</u>	<u>29</u>	<u>-</u>
	50,604	(31,263)	60,070	79,411
	<u>96,701</u>	<u>38,642</u>	<u>-</u>	<u>135,343</u>
<b>TOTAL FUNDS</b>				

**COUNCIL OF VOLUNTARY  
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**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2018**

**17. MOVEMENT IN FUNDS - continued**

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	198,854	(128,949)	69,905
<b>Restricted funds</b>			
East Ayrshire Food Bank	37,332	(37,332)	-
Triptych	237,718	(293,635)	(55,917)
Graft Project	49,298	(52,083)	(2,785)
IH & SC	587,929	(553,877)	34,052
Feet 1st	55,172	(57,333)	(2,161)
Documentary Fund	-	(6,495)	(6,495)
People and Communities fund	74,500	(75,839)	(1,339)
Our Wee Place	80,183	(76,772)	3,411
Digital	25,999	(25,999)	-
Sky	37,000	(37,029)	(29)
	<u>1,185,131</u>	<u>(1,216,394)</u>	<u>(31,263)</u>
<b>TOTAL FUNDS</b>	<u><u>1,383,985</u></u>	<u><u>(1,345,343)</u></u>	<u><u>38,642</u></u>

**Comparatives for movement in funds**

	At 1/4/16 £	Net movement in funds £	Transfers between funds £	At 31/3/17 £
<b>Unrestricted Funds</b>				
General fund	72,431	(2,176)	(24,158)	46,097
<b>Restricted Funds</b>				
East Ayrshire Food Bank	-	(22,264)	22,264	-
IH & SC	54,369	(12,421)	-	41,948
Connectors	-	(1,894)	1,894	-
Feet 1st	2,262	(101)	-	2,161
Documentary Fund	-	6,495	-	6,495
	<u>56,631</u>	<u>(30,185)</u>	<u>24,158</u>	<u>50,604</u>
<b>TOTAL FUNDS</b>	<u><u>129,062</u></u>	<u><u>(32,361)</u></u>	<u><u>-</u></u>	<u><u>96,701</u></u>

**COUNCIL OF VOLUNTARY  
ORGANISATIONS  
(EAST AYRSHIRE) LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2018**

**17. MOVEMENT IN FUNDS - continued**

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	352,006	(354,182)	(2,176)
<b>Restricted funds</b>			
Triptych	118,819	(118,819)	-
Graft Project	94,451	(94,451)	-
IH & SC	449,857	(462,278)	(12,421)
Connectors	200,000	(201,894)	(1,894)
Feet 1st	37,987	(38,088)	(101)
Documentary Fund	6,495	-	6,495
People and Communities fund	80,200	(80,200)	-
East Ayrshire Food Bank	-	(22,264)	(22,264)
	987,809	(1,017,994)	(30,185)
<b>TOTAL FUNDS</b>	<u>1,339,815</u>	<u>(1,372,176)</u>	<u>(32,361)</u>

**18. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 March 2018.