

Amber Valley CVS Annual Report 2011 - 2012

Our Vibrant Voluntary Sector



Amber Valley CVS Exists
to Develop and be Part of a Vibrant Voluntary Sector

Report from the Chief Executive

In this last year, we were fortunate to be able to continue all of the support services that we offer to voluntary sector groups and volunteers despite uncertainty about changes in funding arrangements.

Whilst continuing to develop groups in Amber Valley through support with funding applications, training and CRB provision, we also increased opportunities for volunteers by targeting sports groups and the ward of Langley Mill & Aldercar. Community members across Derbyshire were also able to comment on improvements to health and social care as a result of Derbyshire LINK team's close association with our organisation.

Amber Valley CVS board and staff have contributed greatly to discussions about how we improve what we do and I want to pay tribute to staff and board members for their continued commitment to the organisation and its development.

I also wish to say "Thank You" to the dedicated volunteers who support our Befriending and Phone Buddy activity, provide administration support to the Help at Home and volunteer teams and who bring laughter and enthusiasm to our work place.

We were pleased that contracts with Derbyshire County Council enabled us to maintain support to children affected by Domestic Abuse and to be able to work in collaboration with NCHA and Victim Support to provide this support.

In our annual report we have attempted to provide real examples of successes during the year in areas that are important to our member groups.

We are also pleased that Community Directory Derbyshire has been launched as a joint venture between ourselves and other infrastructure organisations and is available to you, our members and other voluntary groups as a single point for providing your information to us.

Next year we intend to explore new activities including how our building can be further used to support local organisations.

Lynn Allison, Chief Executive
Amber Valley CVS

Report from the Chairman

It is extremely pleasing to report another year of effective and rewarding operation of the organisation as it continues to provide assistance and expertise to the voluntary sector.

Help at Home has continued to thrive and provide much needed help to members of the community through domestic and gardening services and has also contributed significant funds to the organisation.

LINK has sought views from the general public on the efficacy of health and social care provision within Derbyshire and has produced reports on areas of identified deficiency. Through its involvement with providers and recipients it has sought to ensure improvements in the delivery of such services. At the same time this department has been undertaking preparation to ensure there is a seamless transfer to HealthWatch once this new initiative is introduced.

Volunteering, Training and Development has been successful in securing significant levels of funding to assist various organisations in the locality and supported numerous families who found themselves in need of specialist help and assistance.

The Administration team has continued to deliver C.R.B. services and supported the whole of the organisation in the successful delivery of its objectives.

More detailed information of the valuable roles undertaken is contained within the Annual Report.

The Board of Trustees is fully supportive of the Chief Executive and the whole team in the delivery of specified objectives by regular attendance at Staff meetings. The Board is also keen to ensure we have and retain the best equipped and experienced personnel to deliver the work by effective use of all Training and Development opportunities, to fully develop staff potential.

All the above has been achieved in an extremely tight financial climate, whilst maintaining the level of service provided and the valued reputation of the organisation and this is a commendable effort by all concerned.

Malcolm Gee, Chairman
Amber Valley CVS



The Administration Team

The Administration Team have continued to support our member groups in accessing a vast range of membership services, these include: Photocopying, advertising via our window displays, e-bulletins and newsletters, equipment and room hire.

Here is some feedback gained from the groups on the Administration Support they receive:

- ◆ “We have been hiring a room regularly from Amber Valley CVS and find it easy and simple to book the room. AVCVS are always very flexible to our needs. All equipment is set up ready for use and coffee making facilities are always ready first thing when we are all eagerly awaiting that first cuppa of the day . The room we use is clean and tidy and always ready for us”.
- ◆ “I would like to record our thanks for the support that AVCVS provides our organisation in respect of training opportunities, funding advice, stationary and printing services”.
- ◆ “Using the window displays is a fantastic way for us to get local information up for potential new walkers to see. Booking in is easy and straightforward, and the posters look great when they’re all up together for Ripley residents to see”.



◆ “The design of our window display advert is wonderful and most impressive, a big thank you!”.

If your group requires printing services, support with advertising, office equipment hire, stationery supplies or a centrally located room to use for meetings, please contact Reception on 01773 512076 to discuss how we can help.



December 2012

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January 2013

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Training & Development

Amber Valley CVS has over 275 members and 100 other groups who access our help. There are a wide variety of groups who are voluntarily encouraging and helping communities to meet the needs of the Amber Valley residents. Many of these groups are run by a Committee of volunteers who have taken on the roles such as Chair, Treasurer, Secretary and other committee members, contributing their time and skills to find funds and make plans that will really make a difference locally. We support these groups individually or with training to help them develop. Some of the training provided includes Safeguarding Vulnerable Adults, committee skills, minute taking, basic book keeping, befriending and writing funding applications. More than 230 volunteers accessed training with us this year.

In 2011, working in partnership with DDCIL through DDAN funding, we were able to offer disability groups IT training, aiming to promote and develop their group. The VCI passport scheme was launched. This training is for those individuals volunteering or thinking of volunteering with children and younger people. This proved to be a success with over 80 people attending the training and will continue in 2012.



Quotes from learners who attended training at Amber Valley CVS.

“A difficult subject made interesting”
(Safeguarding Vulnerable Adults Course)
“Excellent course” “Very good and gained more knowledge” (Befriending Course)

February 2013

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March 2013

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Derbyshire LINK



In 2011 – 2012, the Derbyshire LINK team moved into its fourth year and started preparation for transition into HealthWatch in April 2013. In doing this our Hosts (Amber Valley CVS and NDVA) have been actively involved in discussions around shaping the vision and role of HealthWatch.

LINK undertook numerous countywide engagement activities in order to gain intelligence from patients and the public concerning their Health and Social Care experiences. Our work plans became more focussed and included investigation into areas such as Hospital Discharge Process, Observations of Service Delivery at GP Practices, Provision of Footcare Services, focus on the implementation of Self Directed Support and investigation into the Dual Diagnosis pathway. Our work efforts resulted in some commendable outcomes which are showcased in our own 2011-2012 Annual Report.

Whilst LINK is a countywide initiative, 30 groups across Amber Valley were engaged with. These groups ranged from 50+ Forums, Mums and Toddler Groups, Luncheon Clubs, Schools and Colleges and the Amber Valley piloted Tootsie project.

In the reporting period LINK recorded 970 countywide comments (both positive and negative) from public and patients concerning their Health and/or Social Care experiences across the county, with 35% (338) of the comments coming from the people of Amber Valley.

Public participation saw a countywide increase over the year, and by the end of March 2012 Derbyshire LINK had 1488 registered individual members and 319 group members. Amber Valley members alone represent 16.5% and 14% respectively of these total figures.

We would like to take this opportunity to thank, amongst others, our volunteers who, without doubt, have attributed to the success of Derbyshire LINK by selflessly giving their time to support LINK activities. A total of 11 active volunteers live within Amber Valley and each represented LINK in various roles, for example, Steering Group Members, Champions, Enter and View representatives, and Task Group members.

April 2013

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May 2013

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In June 2011 we celebrated European volunteers week. Amber Valley CVS volunteers were joined by Hearing Help and Polish volunteers to an evening of festivities with Morris Dancers. Mayor Mr Ron Ashton and his consort Mrs Nancy Ashton presented all volunteers with a certificate of thanks for all their hard work and valuable time given.

During 2011 over 175 people were placed within local volunteering organisations. They chose a variety of opportunities to contribute their experience to and develop new skills. Some of the groups who gained volunteers included: British Heart Foundation, British Red Cross, Derbyshire Autism Services Group, Erewash Credit Union, Home Start Amber Valley and Victim Support.



Our befriending, home from hospital and phone buddy service was increased to 25 fully trained volunteers most of whom are now out in the community visiting or making a telephone call to socially isolated people in Amber Valley.



**“THANK YOU “
to all Volunteers in AMBER VALLEY**

June 2013

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July 2013

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Trustees Financial Report

Achievements and Performance

Approximately 50% of groups we support have an interest in health & social care and we are therefore extremely pleased at the increase in comments from member, non member groups and the general public which we have seen this year which has enabled us to feedback improvement required to health and social care services in Derbyshire as a result of our role as host of Derbyshire LINK.

The profile of the sector which we prepare from our own information sources shows development of small and medium sized voluntary organisations. We are pleased that in this year we contributed to the development of a bespoke database and performance system in partnership with other Local Infrastructure Organisations which will enable us to improve the information we have to hand for this profile.

We have supported local groups with funding advice and applications as a result of which over £124,000 funding for local groups was attracted into Amber Valley.

Group development

We have continued to use all the skills available within the organisation, including design, IT, human resources, health & safety, safeguarding adults and children and building effective organisations to enable member and non member groups to develop. We have focussed development workers to ensure marketing, volunteering, funding and development all had servicing front line groups as their main focus.

Volunteering

We have continued to expand volunteering opportunities by updating information from local organisations and by encouraging sports and other groups to provide new opportunities. At the volunteering celebration in June, we encouraged a range of volunteers including those from Hearing Help to mix with people from different backgrounds, including those from the Polish community.

Training

Our training plan is reviewed on a quarterly basis with the emphasis on subjects that improve the functioning of local groups or which will increase skills of volunteers. We responded positively to a collaboration with Derbyshire County Council, which allowed us to offer VCI passport training for those who are working or who would wish to work with young people. We also delivered joint training with DCIL to increase the skills of those with sight and disability problems in the use of IT.

Community Support

We continue to offer direct support to communities in our district through befriending support, AVEDASS support and Help at Home. The latter two support services are also offered in Erewash. This personal contact with members of our community means we are able to identify good service delivery and gaps in service. We are then able to provide this information to statutory organisations and other funders in a meaningful way.

Contribution by volunteers

We remain committed to having volunteer support in as many aspects of our work as possible. To this end we have regular support with administration tasks, including inputting to CVS and Help at Home databases. We offer volunteering opportunities within the AVEDASS team to raise awareness of the issues that affect children and young people affected by domestic abuse. We have also been a conduit for others eg Boots, United Parcel Services (UPS) and the Brownies, Guides and Rangers in the district to give gifts to support families in need.

Statement of Financial Accounts

AMBER VALLEY COUNCIL FOR VOLUNTARY SERVICE LIMITED

STATEMENT OF FINANCIAL ACTIVITIES

31 MARCH 2012

	Note	Unrestricted funds £	Restricted funds £	Total funds 2012 £	Total funds 2011 £
Incoming Resources					
Incoming resources from generated funds:					
<i>Activities for generating funds:</i>					
Membership, training and services		27,771	-	27,771	28,189
Investment income	2	878	-	878	892
Incoming resources from charitable activities:					
Help at Home Income		311,167	-	311,167	271,389
Grants and contracts	3	36,757	340,063	376,820	519,347
Other income	4	2,350	-	2,350	5,037
Total incoming resources		<u>378,923</u>	<u>340,063</u>	<u>718,986</u>	<u>824,854</u>
Resources expended					
Charitable activities	5	328,771	413,598	742,369	779,778
Governance costs	5	5,910	-	5,910	5,758
Total resources expended	5	<u>334,681</u>	<u>413,598</u>	<u>748,279</u>	<u>785,536</u>
Net incoming resources for the year		44,242	(73,535)	(29,293)	39,318
Transfers between funds		-	-	-	-
Net movement in funds		44,242	(73,535)	(29,293)	39,318
Balances brought forward		373,976	142,532	516,508	477,190
Balances carried forward		<u>418,218</u>	<u>68,997</u>	<u>487,215</u>	<u>516,508</u>

The charity has no recognised gains or losses other than the results for the year as set out above.

All of the activities of the charity are classed as continuing.

Balance Sheet

AMBER VALLEY COUNCIL FOR VOLUNTARY SERVICE LIMITED

BALANCE SHEET

31 MARCH 2012

	Note	£	2012 £	2011 £
Fixed assets				
Tangible assets	7		61,596	64,219
Current assets				
Debtors	8	15,351		8,985
Cash at bank and in hand		483,601		478,385
		<u>498,952</u>		<u>487,370</u>
Creditors: amounts falling due within one year	9	<u>(73,333)</u>		<u>(35,081)</u>
Net current assets			425,619	452,289
Total assets less current liabilities			<u>487,215</u>	<u>516,508</u>
Net assets			<u>487,215</u>	<u>516,508</u>
Funds				
Restricted	11		68,997	142,532
Unrestricted funds:				
Designated funds	12	165,000		165,000
General funds	12	253,218		208,976
			<u>418,218</u>	<u>373,976</u>
TOTAL FUNDS	13		<u>487,215</u>	<u>516,508</u>

These financial statements have been prepared in accordance with the provisions of the Companies Act 2006 applicable to companies subject to the small companies regime.

These financial statements were approved by the members of the committee on the _____ and are signed on their behalf by:

M. Gee. 25.7.12.

 M Gee

Company Registration Number 4763194

Trustees Statement on Financial Information

Plans for Future Periods

We plan to continue to source funding for developing our premises so that we can offer accommodation to other local groups.

We remain committed to gaining views on Health & Social care services and will consider how to continue the work begun as LINK.

We also plan to source funding for further activity to support families, including those affected by domestic abuse.

Small company exemptions

This report is prepared in accordance with the special provisions of Part 15 of the Companies Act 2006.

Auditor

Parkinson Matthews LLP are deemed to be re-appointed under section 487(2) of the Companies Act 2006.

Market Place
Ripley, Derbyshire

On behalf of the board of trustees

M Gee
Chairman

M. Gee. 25.7.12.

Independent Auditors statement to the Trustees

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 2012, 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 applicable to smaller entities; 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 Trustees' Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

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 Trustees' Annual Report.


Kevin Parkinson FCA Senior Statutory Auditor
Parkinson Matthews LLP

Cedar House
35 Ashbourne Road
Derby
25/7/12

Parkinson & Matthews LLP

Registered Auditor Chartered Accountants, Cedar House, 35 Ashbourne Road, Derby, DE22 3FS



Help at Home

We are pleased to report that the Help at Home project continues to go from strength to strength providing practical support to Elderly and Disabled residents of Amber Valley and Erewash, which will help them maintain their independence.

During 2011 the project delivered over 22,560 hours of Domestic Support. The domestic support service can consist of cleaning, shopping, ironing and changing bed linen. The service relies on the flexibility of our workers who tailor the support dependent on the needs of each client. For instance some of our clients have a high level of need which can involve 3 to 4 visits per week, whereas some just rely on a smaller amount of 1 hour once every four weeks. With many years experience working with our clients, we have great skills when dealing with most requests.

In addition the Gardening Support during 2011 delivered over 2665 hours. This support operates throughout the year weather permitting. During the growing period our gardeners concentrate on mowing, weeding, planting and pruning back the gardens, whereas in the Winter months they will paint sheds and fences, clear leaves from pathways to keep your garden looking tidy through the colder months.



If you are elderly or disabled and feel you could benefit with practical help to maintain your independence, then call The Help at Home Team on 01773 512076



August 2013

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September 2013

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Funding

£125,852.23p



Successful year of Funding applications for Voluntary, Community Groups and Organisations

From April 2011 - March 2012 over 100 groups have accessed advice and support on funding to help their group with activities and projects. Successful funding applications include help towards running costs, items of equipment, transport, refurbishment and forthcoming events. This has made an enormous difference to groups, and enabled them to continue with their good work. We have also held successful funding road shows in various locations throughout Amber Valley. We maintain our commitment to develop new groups with support and guidance on policies, constitutions, funding, HR, finance, health and safety requirements.

October 2013

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November 2013

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SOS and AVEDASS

Amber Valley CVS's SOS Service (Signposting and Support) and AVEDASS (Amber Valley and Erewash Domestic Abuse Support Service) supported over 150 families, children and young people with issues surrounding debt, rent arrears, benefit checks and young people who have witnessed or experienced Domestic Abuse.

We were able to offer support to families in crisis, helping with furniture, toiletries, baby clothes and practical help through budgeting.

Over 68 Domestic Abuse Schools Awareness programmes were delivered across Amber Valley and Erewash to Year 8 (12 - 13 year old) students raising awareness to pupils and teachers of what abuse is and where to get support. The team support children and young people affected by domestic abuse by one to one support sessions (confidential), planning to keep the young person safe, introduction to other services and help to join leisure activities .



Members of Ecclesbourne Girl Guides Association, which includes Girl Guides, Rangers, Brownies and Rainbows very kindly donated a huge number of gifts to Amber Valley CVS, which our SOS and AVEDASS teams delivered to families and children they have been supporting.



We also received over 50 selection boxes which were donated by the children and parents of Somercotes Girl Guides, all of which were wrapped beautifully ready for us to deliver.

United Parcel Services (UPS) Derby, donated over 50 dressing gowns for Amber Valley CVS to use to distribute to local charities.



December 2013

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January 2014

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Community Directory Derbyshire

**Over 4000 Community groups
at your fingertips**



Community Directory Derbyshire

**For the first time all of these groups, in their rich
diversity, are available in one place**

www.communitydirectoryderbyshire.org.uk

- Find out about the wide range of services available from community and voluntary groups in Derby and Derbyshire.
- Search for services by area, interest or type of support

For more information about
Community Directory Derbyshire
contact Community Action Derby:

Email: info@vcldata.org.uk
or call 01332 227719



Community Directory Derbyshire is maintained and contributed to by a network of infrastructure organisations across Derbyshire and Derby City.

Amber Valley CVS, 33 Market Place, Ripley, Derbyshire, DE5 3HA
Tel: 01773 512076 Fax: 01773 748688
Email: admin@avcvs.org Website: www.avcvs.org

Useful contact details

Name	Website	Telephone
Age UK Derby and Derbyshire	www.ageuk.org.uk/derbyandderbyshire	01332 343232
Amber Valley Borough Council	www.ambervalley.gov.uk	01773 570222
Amber Valley Community Transport	www.avct.org.uk	01773 746652
Amber Valley CVS	www.avcvs.org	01773 512076
Amber Valley CVS - Help at Home Project	www.avcvs.org	01773 512076
Call Derbyshire (First Contact)	www.derbyshire.gov.uk	08456 058 058
Crime stoppers	www.crimestoppers-uk.org	0800 555 1111
Derbyshire Carers Association	www.derbyshirecarers.co.uk	01773 743355
Derbyshire County Council	www.derbyshire.gov.uk	08456 058 058
Derbyshire Handy Van Network	www.derbyshire.gov.uk/community/handy_van_service	0845 850 8013
Derbyshire LINK	www.derbyshirelink.org.uk	01246 558924
Erewash Credit Union In Amber Valley	www.erewashcreditunion.org.uk	01773 841400
Futures Homescape	www.futureshg.co.uk	01773 573100
Mid Derbyshire Citizens Advice Bureau	www.citizensadvice.org.uk	0844 375 2712
NAVCA (National Association for Voluntary and Community Action)	www.navca.org.uk	0114 278 6636
NHS Derby City and NHS Derbyshire County	http://www.derbycitypct.nhs.uk/	01246 231255
NHS Direct	www.nhsdirect.nhs.uk	0845 4647
Police Non Emergency	www.derbyshire.police.uk	0345 123 3333
Rural Action Derbyshire	www.derbyshirercc.org.uk	01629 824797
Trusted Trader	www.derbyshire.gov.uk/community/trusted_trader	08456 058 058
Welfare Rights		0845 120 2985

Amber Valley CVS, 33 Market Place, Ripley, Derbyshire, DE5 3HA
 Tel: 01773 512076 Fax: 01773 748688
 Email: admin@avcvs.org Website: www.avcvs.org

Staff List

First Name	Surname	Job Title
Lynn	Allison	Chief Executive
Adele	Atkinson	Finance & Administration Manager
Elaine	Broadhurst	Assistant Development Worker (Volunteering)
Jasbir	Dosanjh	Derbyshire LINK Community Involvement Worker
Jo	Glossop (Left May 2012)	Training and Development Worker
Vicki	Harding	Directorate Administration Support
Helen	Hart	Derbyshire LINK Community Involvement Worker
Nathan	Hutchinson	Receptionist & Administration Support
Jenny	Jones	AVEDASS Children's Outreach Worker
Amy	King	Derbyshire LINK Community Involvement Worker
Jane	Massey	Help at Home Co-ordinator (Amber Valley & Erewash Gardening)
Tanya	Nolan	Derbyshire LINK Community Involvement Worker for Seldom Heard
Angela	Quinn	Community Development Manager
Diane	Topping	Help at Home Diary Co-ordinator (Erewash Domestic)
Mandy	Rafferty (Left June 2012)	Marketing and Communications Development Worker
Alison	Roberts	Office Cleaner
Emma	Rodgers	Administration Support
Collette	Watson	Community Funding & Development Worker
Jacqui	Willis (Left May 2012)	Derbyshire LINK Community Involvement Worker
Michele	Woodley	AVEDASS Children's Outreach Worker
Tammi	Wright	Derbyshire LINK Team Leader

We also now have 50 Help at Home staff working in Amber Valley and Erewash.

We would like to thank the many volunteers who have helped voluntary and community organisations in Amber Valley. Without your time and support many of these organisations would not exist.

Trustees 2011 - 2012

- N Wilkinson
- M Gee
- Cllr A King
- L Millington
- P Ashworth
- D Lane
- P Arnold
- I Tannahill

Auditors:- Parkinson & Matthews LLP Accountants Bankers:- Co-operative Bank

Our Major Funders are: Derbyshire County PCT, Amber Valley Borough Council, Derbyshire County Council with additional support from a wide range of other organisations. Amber Valley CVS is a registered charity (1102412) and Company Limited by Guarantee (4763194) registered in England (Registered office as below)

Amber Valley CVS, 33 Market Place, Ripley, Derbyshire, DE5 3HA
Tel: 01773 512076 Fax: 01773 748688
Email: admin@avcvs.org Website: www.avcvs.org