

Amber Valley CVS Annual Report 2013-2014 Sustainability



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

Report from the Chairman



Disclosure & Barring Service

Our status as an umbrella body for DBS has remained unchanged and we continue to provide support to voluntary organisations across Amber Valley and beyond. This year we provided 132 groups with 994 DBS checks, ensuring our sector is properly involved in the safeguarding of Adults and Children

The DBS Update Service was introduced from July 2013. This service lets applicants keep their DBS Certificates up to date and allows employers to check a certificate online.

Volunteers can subscribe to the service for free. Registration is renewed annually, and you will get an online account that lets you:

- take your certificate from one job to the next
- give employers permission to check your certificate online, and see who has checked it
- add or remove a certificate

Employers and other Organisations can check someone's DBS certificate status online and get a result straight away. There's no registration process or fee for employers to check a certificate online, but employers:

- must be legally entitled to carry out a check
- have the volunteer's permission



Disclosure &
Barring Service

For more information about DBS checks please contact Emma Rodgers on: 01773 512076

Funding & Development

Identifying funds for groups to continue is a key element of our work, last year a minimum of £137,018 was gained by groups in Amber Valley as a result of our support. 65 groups attended funding information workshops and 230 individuals undertook training with us. Alongside this 253 groups received development advice on constitutions, policies, legislation, and good practice in volunteering. 205 groups attended our network forums, including the Connect 4 Health & Social Care forum. The outcome of our development input is captured in the Annual Profile we prepare.



Amber Friendship Club receiving a start up cheque from Amber Valley CVS small grants.

"Thank you CVS, we could not have started this club without this money we are truly very thankful"

For more information about funding for your voluntary or community group please contact Collette Watson on: 01773 512076

From September to April, information gathering has identified likes and hates including loving the area and community you live in. As a result of this John has put CVS in touch with individuals who wish to develop a new Befriending service in Quarndon. Residents in Quarndon, Heanor & Alfreton are pursuing ways to overcome speeding and car parking issues and the communities of Ironville and Langley Mill are planning events for the summer.

Trustees Financial Report

Achievements and Performance

We have tracked our annual performance against outcomes that we wish to achieve for voluntary and community groups which includes an increase in the number and diversity of volunteers, development of our member and other community groups and influencing statutory partners to engage with our sector.

During the financial year we recorded 1035 activity logs with 253 groups. This represents contact with 76% of our member groups and has resulted in topics such as governance, health & safety, funding, volunteer recruitment, policy advice and marketing.

The annual "Profile of the Sector" which we prepare to understand how our input has changed Amber Valley community groups shows the development that has taken place and also gave us the impetus to look at gaps in support and develop 11 new groups this year.

We have remained successful in attracting £137,000 of funding for local groups as a result of bringing funders to the area to discuss their criteria and with the advice offered to groups on funding applications.

Our premises is used by Derbyshire Law Centre, Housing Options and CAB to reach out to those members of the community who need support that is outside of our knowledge or remit.

We have also ensured that we have a varied training programme by working with Derbyshire County Council to deliver VCI passport training, as well as providing DBS training, Safeguarding training and others with the skills and experience of our current staff. This has meant the 230 individuals have increased their skills as a result of our activity.

Help at Home is a valuable resource to elderly members of the community and we have active recruitment of part time staff who clean, garden and raise the spirits of all our customers. This provides an early warning system to social care of those individuals who require a greater level of support and also allows health and social care to refer those who need assistance.

We explored with Derbyshire Carers the renovation of "The Cottage" as a potential base for their organisation and will look for opportunities to progress this if possible.



Statement of Financial Accounts

AMBER VALLEY COUNCIL FOR VOLUNTARY SERVICE

STATEMENT OF FINANCIAL ACTIVITIES

31 MARCH 2014

	Note	Unrestricted funds £	Restricted funds £	Total funds 2014 £	Total funds 2013 £
Incoming Resources					
Incoming resources from generated funds:					
<i>Activities for generating funds:</i>					
Membership, training and services		25,905	-	25,905	25,353
Investment income	2	1,027	-	1,027	947
Incoming resources from charitable activities:					
Help at Home Income		337,603	-	337,603	314,863
Grants and contracts	3	59,312	115,357	174,669	372,958
Other income	4	12,972	-	12,972	11,978
Total incoming resources		<u>436,819</u>	<u>115,357</u>	<u>552,176</u>	<u>726,099</u>
Resources expended					
Charitable activities	5	459,536	119,854	579,390	718,111
Governance costs	5	6,183	-	6,183	6,070
Total resources expended	5	<u>465,719</u>	<u>119,854</u>	<u>585,573</u>	<u>724,181</u>
Net (outgoing)/incoming resources for the year		(28,900)	(4,497)	(33,397)	1,918
Transfers between funds		-	-	-	-
Net movement in funds		(28,900)	(4,497)	(33,397)	1,918
Balances brought forward		434,683	54,450	489,133	487,215
Balances carried forward		<u>405,783</u>	<u>49,953</u>	<u>455,736</u>	<u>489,133</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

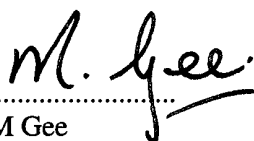
BALANCE SHEET

31 MARCH 2014

	Note	£	2014 £	2013 £
Fixed assets				
Tangible assets	7		52,564	57,061
Current assets				
Debtors	8	13,682	13,103	
Cash at bank and in hand		425,608	456,544	
		<u>439,290</u>	<u>469,647</u>	
Creditors: amounts falling due within one year	9	<u>(36,118)</u>	<u>(37,575)</u>	
Net current assets			403,172	432,072
Total assets less current liabilities			<u>455,736</u>	<u>489,133</u>
Net assets			<u>455,736</u>	<u>489,133</u>
Funds				
Restricted	11		49,953	54,450
Unrestricted funds:				
Designated funds	12	170,000	170,000	
General funds	12	<u>235,783</u>	<u>264,683</u>	
			<u>405,783</u>	<u>434,683</u>
TOTAL FUNDS	13		<u>455,736</u>	<u>489,133</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 24/9/14 and are signed on their behalf by:


M Gee

Trustees Statement on Financial Information

Plans for future periods

As a result of uncertainty about the continuation of funding at current levels we will be re assessing the staff structure to ensure we are effective in delivering our core activity within budgetary constraints.

We are open to seeking funding opportunities to continue the Community Organiser roles as an effective intelligence source and agitator of the community to volunteer.

We aim to respond to increased demands for Befriending by recruiting more volunteers and by working with referrers to recognise appropriate use of the service.

Submit funding bids to enable further development of services.

Continue to develop new staff and board members.

Use knowledge of trainee Community Organisers to lobby for needs of communities.

Promote CVS and market to create expansion.

Small company exemptions

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

On behalf of the board of trustees


M Gee
Chairman 24/9/14

Auditor

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

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 2014, 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

24/9/14

Help at Home

During April 2013 and March 2014 the Help at Home project has provided practical support through domestic and gardening help to over **500** homes across Amber Valley and Erewash. The service is to enable elderly and disabled residents to maintain independence in their own home.

The Help at Home support staff have delivered **24,726** domestic hours and **2,972** gardening hours. This is an increase on 2012-2013 figures of 5% in domestic and 17% in gardening.

During the financial year, the project has commenced an expansion of the service into Allestree, Spondon, Stapleford, Jacksdale, Selston, Pye Bridge, Westwood, South Normanton and Pinxton to allow residents in those areas to benefit from the support offered.

Amber Valley CVS through the Help at Home project employs 50 local staff, and are regularly recruiting support staff. The staff during the year have received ongoing support and access to training. The courses have been on Safeguarding Vulnerable Adults, Dementia Awareness and Risk Assessments.

Here are some comments received by its customers in the last 12 months:

- *“Since the initial recommendation by Social Services, I have never looked back. I was a little worried at first, in fact I was a nervous wreck! I now trust both the gardener and the cleaner implicitly. It gives structure to my life to have the visits weekly and gives me an incentive to do what I can myself.”*
- *“It’s the little things Catherine does that help us. It’s not just general cleaning”*
- *“I think the main advantage as far as we’re concerned is that it is a reliable service, we know that it is going to be done permanently. We can say in six months or whenever that the service received is still going to be the same and our home is not going to deteriorate”*
- *“The Help at Home service has been wonderful, not only for me, but also my Son. It is very reassuring that he knows someone is coming and that they have his contact details should they need to alert him to anything. I wouldn’t be able to stop where I am without it. I do see my Son regularly, but he is not able to be here all the time. So really it was to assist with my independence.”*



Derbyshire Fire & Rescue

In a unique arrangement with Derbyshire Fire & Rescue Service we have worked with DFRS personnel to strengthen the role of volunteers and expand the number of opportunities for members of the public to support the Fire Prevention agenda. A total of 56 volunteers are supported to attend events with fire safety messages, improve administration records, use their linguistic skills to engage minority communities and prove their acting skills a victims of a reconstruction of a train crash.

As well as the practical opportunities to volunteer, DFRS are supported to understand the policies and processes required to support volunteers appropriately. With the intended restructure of DFRS we hope to see this role continuing and expanding.

Staff List

Name		Job Title
Lynn Allison		Chief Executive
Adele Atkinson		Finance & Administration Manager
Elaine Broadhurst	Left June 2014	Assistant Development Worker (Volunteering)
Hannah Curzon	Started July 2014	Volunteer Development Work
Nathan Hutchinson	Left June 2014	Marketing and Communications Development Worker
Jane Massey		Help at Home Co-ordinator (Amber Valley & Erewash Gardening)
Angela Quinn	Left July 2014	Community Development Manager
Diane Topping		Help at Home Diary Co-ordinator (Erewash Domestic)
Helen Radford	Left April 2014	Senior Admin Support
Alison Roberts		Office Cleaner
Emma Rodgers		Administration Support
Kerry Smith	Started July 2014	Befriending Project Development Worker
Collette Watson		Community Funding & Development Worker
Lisa Leggett		Administration Support
John McCullough	Started July 2014	Administration Support

Thank you to all staff who have contributed so well to our outcomes and performance over the last year. Your commitment, enthusiasm and creativity given to the organisation are much appreciated.

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

Thanks to 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 2013 - 2014

- B Whittaker • M Gee • I Tannahill • Cllr A King • L Millington
- C Woodman • P Ashworth • D Lane • I Hill • V Bacon

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@avcv.org Website: www.avcv.org

Useful contact details

Name	Website	Telephone
Age UK Derby and Derbyshire	www.ageukderbyandderbyshire.org.uk	01773 768 240
Amber Valley Borough Council	www.ambervalley.gov.uk	01773 570222
Amber Valley Community Transport	www.avct.org.uk	01773 746652
Mental Health Support - Amber Valley		01773 826040
Amber Valley CVS - Help at Home Project	www.avcvs.org/help at home	01773 512076
Call Derbyshire (for Trusted Trader & Social Care)	www.derbyshire.gov.uk	01629 533190
Victim Support	www.victimsupport.org.uk	0300 303 1947
Derbyshire Carers Association	www.derbyshirecarers.co.uk	01773 743355
Derbyshire Handy Van Network (Amber Valley Area)	www.derbyshire.gov.uk/community/handy_van_service	01773 604426
Healthwatch Derbyshire	www.healthwatchderbyshire.co.uk	01773 880786
Erewash Credit Union In Amber Valley	www.erewashcreditunion.org.uk	0115 932 9493
Futures Homescape	www.futureshg/homescape.co.uk	01773 573100
Derbyshire Dales, Amber Valley & Erewash Citizens Advice Bureau	www.daecab.org.uk	0844 375 2712
NAVCA (National Association for Voluntary and Community Action)	www.navca.org.uk	0114 278 6636
Trident Reach (Domestic Violence Support)	www.reachthecharity.org.uk	0800 088 4194
NHS 111 (was NHS Direct)	www.nhs.uk	111
Police Non Emergency	www.derbyshire.police.uk	101
DCC Welfare Benefits	www.derbyshire.gov.uk	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

Important Dates 2015

JANUARY						
Mo	Tu	We	Th	Fr	Sa	Su
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FEBRUARY						
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MAY						
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JUNE						
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SEPTEMBER						
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OCTOBER						
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NOVEMBER						
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DECEMBER						
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28	29	30	31			

January 1 New Years Day

March 15 Mothers Day

March 23-April 1 Student Volunteer Week

April 3 Bank Holiday

April 6 Bank Holiday

April 20 Volunteers Recognition Day

May 4 Bank Holiday

YOUR IMPORTANT DATES:

May 25 Bank Holiday

June 1-7 Volunteers Week

June 21 Fathers Day

August 31 Bank Holiday

November 8 Remembrance Day

December 25 Christmas Day

December 26 Boxing Day

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