

GOSPORT VOLUNTARY ACTION
(Limited by Guarantee)

REPORT OF THE COUNCIL OF MANAGEMENT
and
AUDITED FINANCIAL STATEMENTS

31 March 2011

Company registration number: 4191320

Charity registration number: 1087177

GOSPORT VOLUNTARY ACTION

(Limited by Guarantee)

CONTENTS

31 March 2011

	<u>Page</u>
The Charity, Council of Management, representatives, staff, affiliated organisations and professional advisers	3
Report of the Council of Management	4 - 7
Audited financial statements:	
Auditors' report	8 - 9
Balance sheet	10
Statement of financial activities (incorporating an income and expenditure account)	11
Notes to the financial statements	12 - 20

GOSPORT VOLUNTARY ACTION

(Limited by Guarantee)

**THE CHARITY, COUNCIL OF MANAGEMENT, REPRESENTATIVES,
STAFF, AFFILIATED ORGANISATIONS AND PROFESSIONAL ADVISERS**

Year ended 31 March 2011

THE CHARITY:

Registered name : Gosport Voluntary Action
Legal status : Company limited by guarantee
Registered office : Martin Snape House, 96 Pavilion Way, Gosport,
Hampshire PO12 1FG
Company registration no. : 4191320
Registered charity no. : 1087177
Telephone number : 023 9258 3836
Email address : mail@gva.org.uk
Web-site : www.gva.org.uk
President : The Mayor of Gosport, Cllr Roger Allen

COUNCIL OF MANAGEMENT

Officers

Chairman : Margaret Wilkinson
Vice-Chairman : Peter Carroll (Died 25 August 2011)

Other elected members

Sara Pennells Andrew Mason Alan Seeley
Barbara Higgins* Ivor Feist

Ex-officio representatives

Gosport Borough Council : Julian Bowcher Cllr June Cully
Cllr Lynn Hook Cllr Robert Forder
Hampshire County Council : Cllr Peter Edgar

COMPANY SECRETARY : David Miles

GVA STAFF

Central management

Chief Executive: David Miles Volunteer Centre Manager: Lorette Park
Finance Officer: Angela Weston Administrative Officer: Ann McLellan

Principal project co-ordinators

<u>Connect Advocacy</u>	<u>Development</u>	<u>Disability Information Centre</u>	<u>Transport Project</u>
Alison Flack	Nicola Staveley	Sue Eden-Browne	Robert Butler*/ Leslie Driver
<u>Disability Activity Group</u>	<u>Dustbusters</u>	<u>Rowner Access Point</u>	<u>Nimrod Activities</u>
Matthew Duggan	Jackie Pringle	Jackie Charman	Claire Heather

* resigned or retired during the year

AFFILIATED ORGANISATIONS

In addition to its direct initiatives, GVA co-ordinates and promotes volunteer activity in co-operation with approximately 170 local organisations.

PROFESSIONAL ADVISERS

Auditors: Wood, Hicks & Co., 9-11 Mumby Road, Gosport, Hampshire
Bankers: Lloyds TSB Bank plc, 20/24 High Street, Gosport, Hampshire
Solicitors: Brutton & Co., 288 West Street, Fareham, Hampshire.

GOSPORT VOLUNTARY ACTION

(Limited by Guarantee)

REPORT OF THE COUNCIL OF MANAGEMENT

Year ended 31 March 2011

The Council of Management have pleasure in submitting their annual report and the audited financial statements of Gosport Voluntary Action (GVA or the Charity) as at and for the year ended 31 March 2011.

SECTION 1 - LEGAL AND ADMINISTRATIVE INFORMATION

Constitution

The articles of association require that GVA be managed by a Council of Management (the Council) the members of which are directors and managing trustees respectively within the meaning of the Companies Act 2006 and the Charities Act 1993. GVA's registration details, Council members, representatives, staff and professional advisers are to be found on page 3.

The Council meets every two months. Minor and routine operating decisions are made by the Charity's permanent managers. Major operating decisions are made by the simple majority of a quorate Council. Constitutional matters including election of trustees are decided by a simple majority of the members in General Meeting.

SECTION 2 - THE COUNCIL OF MANAGEMENT

Unless otherwise indicated, the following persons were members of the Council throughout the year covered by this report:

Mrs M Wilkinson Mr P Carroll (died 25 August 2011) Mr I Feist Mr A Mason
Mrs B Higgins (resigned 21 February 2011) Mrs S Pennells Mr A Seeley OBE, VRD**

The members of the Council at the date of this report are:

Mrs M Wilkinson Mr I Feist Mr A Mason Mrs S Pennells
Mr A Seeley OBE, VRD** Mrs J Bushell (appointed 15 June 2011)

SECTION 3 - STATEMENT OF TRUSTEES' RESPONSIBILITIES

Company law requires the members of the Council (the Trustees) to prepare financial statements for each financial year. Under that law the Trustees have elected to prepare financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Charity and of its surplus or deficit for that year. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- 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 Charity will continue in operation.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

GOSPORT VOLUNTARY ACTION

(Limited by Guarantee)

REPORT OF THE COUNCIL OF MANAGEMENT (continued)

Year ended 31 March 2011

SECTION 4 - STATEMENT OF DISCLOSURE OF INFORMATION TO AUDITORS

The Trustees who held office at the date of approval of this report confirm that so far as they are each aware, there is no relevant audit information of which the Charity's auditors are unaware; and each trustee has taken all the steps that he ought to have taken as a trustee in order to make himself aware of any relevant audit information and to establish that the Charity's auditors are aware of that information.

SECTION 5 - OBJECTS, POWERS AND POLICIES

Objects

The objects of GVA are to promote within the local government district of Gosport:

- (a) any charitable purposes for the benefit of the community and, in particular, the advancement of education, the protection of health and the relief of poverty, distress and sickness.
- (b) co-operation in the achievement of the above purposes with voluntary organisations and statutory authorities.

Powers

GVA is permitted by its articles of association to engage in any lawful activity other than permanent trading as shall further its charitable objects and may invest money not immediately required for its objects in such investments, securities or property as the Council thinks fit.

Aims and strategies for attaining objectives

The over-riding aims pursued in the attainment of GVA's objects are to enhance the quality of community services within the Borough of Gosport. To this end GVA works in partnership with other organisations, to enable them to meet the needs of local people particularly those disadvantaged by poverty, disability, ill-health, ethnic background, gender or age.

Training of trustees

All trustees appointed to the Board are experienced in charity work. Regular training days are held to maintain and enhance their skills.

Reserves policy

GVA's policy is to hold sufficient unrestricted reserves to enable it to:

- (a) withstand an unforeseen financial setback.
- (b) provide temporary financial assistance to project funds that are awaiting funding from other organisations.
- (c) take advantage of any opportunity which the Council considers will benefit the Charity and the community it serves.

Management of risk

The Council members are aware of their responsibilities to effectively mitigate the major risks to which the Charity is exposed and to ensure that its aims and objectives are not under threat. A continuous review process is in place to ensure that all significant risks are identified. The review covers governance, operational, financial and external risks and compliance with law and regulation. Where risks are identified appropriate systems are established to manage those risks.

GOSPORT VOLUNTARY ACTION

(Limited by Guarantee)

REPORT OF THE COUNCIL OF MANAGEMENT (continued)

Year ended 31 March 2011

SECTION 6 - PRINCIPAL ACTIVITIES AND REVIEW OF DEVELOPMENTS

Activities and achievements in the year

GVA is principally funded by recurring grants from Hampshire County Council (HCC), Adult Services, Gosport Borough Council (GBC), Hampshire Primary Care Trust, Hampshire Advocacy Regional Group, Choices Advocacy and five-year programmes from the National Lottery.

GVA is now working to an agreed service level agreement for the core funding received from HCC and GBC. This was introduced from 1 April 2010 and covers GVA's core support activities, including the Volunteer Centre, provided to the voluntary and community sector in Gosport.

GVA also currently manages twelve main projects and approximately ten mini projects. It also holds liquid funds totalling £9,793 as custodian for several voluntary organisations/charities.

Other significant activities include:

- (a) GVA is continuing to manage the Nimrod Community Centre on behalf of Gosport Development Trust now renamed Rowner Community Trust. This continues to benefit the development of the relocated Rowner Access Point and ensures the Centre's facilities are available for the local community.
- (b) GVA is now also managing Nobes Community Hall on behalf of GBC. This provides community facilities for the Bridgemary area of Gosport.

Subsequent events and future developments

GVA continues to be active in seeking new opportunities to provide support for the community it serves. In particular, the Council is pleased to report the following developments occurring since 31 March 2011:

- (a) GVA has assisted with the development of a new project supported by *Music in Detention* (MID) working from the Haslar Detention Centre. The project is to use music as a means of improving knowledge and understanding between Gosport residents and those from different ethnic backgrounds. GVA will be managing the project on behalf of MID.
- (b) Working with Hampshire County Council, GVA has agreed to take responsibility for operating a new community facility located at the refurbished Gosport Railway Station site. The site will provide office and meeting room facilities for community groups in Gosport.

Funding cuts have affected GVA with HCC reducing core funding by 8% for 2011/12. HCC have also stopped funding for the Innovations project and the subsidy for the Dustbusters service. HCC has provided transitional funding to allow Dustbusters the time to establish itself as a client-funded service. GBC has maintained funding for core activities at the same level as 2010/11.

SECTION 7 - REVIEW OF TRANSACTIONS AND FINANCIAL POSITION

The Council considers that the state of affairs of GVA is satisfactory and that, on a fund by fund basis, the Charity's assets are available and adequate to fulfil its obligations.

Incoming resources totalled £808,658 compared with £834,521 for the previous year. GVA's general fund stands at £323,691, compared with £263,973 in the previous year. A designated fund representing the carrying value of the leasehold premises after amortisation stands at £459,445.

GOSPORT VOLUNTARY ACTION

(Limited by Guarantee)

REPORT OF THE COUNCIL OF MANAGEMENT (continued)

Year ended 31 March 2011

SECTION 8 - VOLUNTEERS

GVA is greatly dependent upon the efforts of many volunteers without the support of whom GVA could not operate. It is calculated that volunteers provide approximately 19,200 hours of service towards all GVA projects. Evaluated at the industry benchmark of £10 per hour including on-costs, this contribution is worth to GVA approximately £192,000 in the year under review. The Council is extremely grateful to all those who give their time so freely for the benefit, not just of GVA, but for the whole Gosport community.

SECTION 9 - SMALL COMPANY STATUS

The Report of the Council of Management has been prepared in accordance with provisions of Part 15 of the Companies Act 2006 relating to small companies.

By order of the Council of Management

..... Secretary

D Miles

30 September 2011

INDEPENDENT AUDITORS' REPORT
TO THE MEMBERS OF
GOSPORT VOLUNTARY ACTION
(Limited by Guarantee)

1. Audit engagement

We have audited the financial statements of Gosport Voluntary Action (the Charity) for the year ended 31 March 2011 which comprise the Statement of Financial Activities (incorporating an income and expenditure account), the Balance Sheet and related notes. 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)

This report is made solely to the Company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the Charity's members those matters we are required to state to them in an auditor's 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 Charity and its members as a body, for our audit work, for this report, or for the opinions we have formed.

2. Respective responsibilities of trustees and auditors

As more fully explained in the Statement of Trustees' Responsibilities on page 4, the trustees (who are also the directors of the Charity for the purposes of company law) are responsible for preparing the financial statements and for being satisfied that they give a true and fair view.

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

3. Scope of the audit of the financial statements

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

4. Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the Charity's affairs as at 31 March 2011 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 Companies Act 2006.

5. Opinion on other matter prescribed by the Companies Act 2006

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

continued

INDEPENDENT AUDITORS' REPORT (continued)
TO THE MEMBERS OF
GOSPORT VOLUNTARY ACTION
(Limited by Guarantee)

6. 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 the law are not made; or
- we have not received all the information and explanations we require for our audit.

.....
G K Hicks (Senior Statutory Auditor)
For and on behalf of
Wood, Hicks & Co., Statutory Auditors

Units 1-2 Warrior Court
9-11 Mumby Road
Gosport
Hampshire PO12 1BS

30 September 2011

GOSPORT VOLUNTARY ACTION
(Limited by Guarantee)

BALANCE SHEET

31 March 2011

	<u>Note</u>	<u>2011</u> £	<u>2010</u> £
FIXED ASSETS			
Tangible assets	4	<u>630,067</u>	<u>652,920</u>
CURRENT ASSETS			
Debtors	5	34,033	53,067
Cash at bank and in hand		<u>803,649</u>	<u>691,380</u>
		837,682	744,447
CREDITORS: Amounts falling due within one year	6	<u>56,670</u>	<u>80,148</u>
		781,012	664,299
NET CURRENT ASSETS		<u>781,012</u>	<u>664,299</u>
TOTAL NET ASSETS	15	<u>£1,411,079</u>	<u>£1,317,219</u>
 REPRESENTED BY:			
ACCUMULATED FUNDS			
Unrestricted	7 (a)	<u>804,747</u>	<u>747,360</u>
Restricted	7 (b)	<u>606,332</u>	<u>569,859</u>
ACCUMULATED FUNDS AT 31 MARCH,		<u>£1,411,079</u>	<u>£1,317,219</u>

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

Approved by the Council of Management on
30 September 2011 and signed on its behalf

..... Chairman
M Wilkinson (Mrs)

GOSPORT VOLUNTARY ACTION

(Limited by Guarantee)

STATEMENT OF FINANCIAL ACTIVITIES

(incorporating an income and expenditure account)

Year ended 31 March 2011

	Note	2011		2010	
		Unrest- ricted £	Rest- ricted £		Total £
INCOMING RESOURCES					
From generated funds					
Voluntary income	8	113,688		113,688	112,049
Activities for generating funds		2,324		2,324	2,809
Bank interest received		238		238	34
From charitable activities					
Grants and donations receivable	9		584,597	584,597	610,743
Charges to service users	10	58,442	49,369	107,811	108,886
Total incoming resources		174,692	633,966	808,658	834,521
RESOURCES EXPENDED					
Cost of generating voluntary income	11	15,063		15,063	15,416
Cost of charitable activities	12	80,582	597,718	678,300	635,914
Corporate governance	13	14,087	7,348	21,435	19,179
Total resources expended		109,732	605,066	714,798	670,509
NET INCOME FOR THE YEAR	14	64,960	28,900	93,860	164,012
TRANSFERS					
Gross transfers between funds	15	(7,573)	7,573	-	-
RECONCILIATION OF FUNDS					
Total funds brought forward	7	747,360	569,859	1,317,219	1,153,207
TOTAL FUNDS CARRIED FORWARD	7	£804,747	£606,332	£1,411,079	£1,317,219

The notes set out on pages 12 to 19 form part of these financial statements.

GOSPORT VOLUNTARY ACTION
(Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS

31 March 2011

NOTE 1 – LEGAL STATUS AND OBJECTIVES OF GOSPORT VOLUNTARY ACTION (GVA)

GVA is a company limited by guarantee with the objects to promote and encourage volunteer activity within the local community for achieving all forms of social welfare, either by direct initiatives or through co-ordination with other welfare organisations. GVA's general fund finances the recruitment, training and supply of service providers engaged in community care and the related administration expenses not rechargeable to specific project funds.

NOTE 2 – NATURE AND PURPOSE OF PROJECT FUNDS

The main project funds are restricted funds the income for which is substantially provided by grants as shown on page 11. Their purposes are to provide within Gosport Borough the various services and support listed below:

(a) Connect Advocacy Scheme

Advising, assisting and supporting persons with learning difficulties to enable them to obtain full rights and privileges as citizens.

(b) Development

Provision of additional resource for GVA's core activity of providing support to the voluntary community sector in Gosport.

(c) Disability Activity Group

Provision of group activities for those with a disability.

(d) Disability Information Centre

Providing advice on any issue relating to disability including directing clients to relevant support organisations.

(e) Dustbusters

Provision of home cleaning to allow the elderly and disabled to live in their own homes.

(f) Gosport Spring Project

Befriending retired people who have become isolated and lonely. This project also incorporates gardening and maintenance services for the elderly and disabled.

(g) Health Trainers

Provision of advice and support to people with health and fitness issues.

(h) Rowner Access Point

Funding of community development work in the area of Rowner.

(i) Transport Project

A transport service for elderly and infirm persons using owned vehicles and employed and volunteer drivers. The project also makes vehicles available for self-drive hire to other voluntary organisations.

(j) Volunteer Centre

Recruiting volunteers and matching with vacancies within voluntary groups.

Other funds and mini projects comprise:

(k) Alzheimer's Café

Provision of emotional support and social interaction for dementia sufferers and their families.

(l) Innovations

Funding to provide

(m) Volunteer Support Worker

Funding to provide part-time worker to support vulnerable volunteers.

(n) Mini projects

Numerous small community projects of a short term nature.

GOSPORT VOLUNTARY ACTION
(Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS

31 March 2011

NOTE 3 - ACCOUNTING POLICIES

(a) Accounting convention

The financial statements are prepared under the historical cost convention and are in accordance with the Statement of Recommended Practice applicable to charities (SORP) and the Financial Reporting Standard for Smaller Entities (effective April 2008).

(b) Basis of preparation of financial statements

The financial statements of GVA include all the assets and liabilities under the control of the Council of Management (the Council) of GVA. Grants and donations received for non-specific purposes or general funding are available for utilisation at the discretion of the Council.

Grants and donations received for specific charitable projects are treated as restricted funds available only for use on such specified projects. Deficits on restricted funds are carried forward to the extent that the Council is satisfied that future funding will cover such deficits.

(c) Fixed assets and depreciation/amortisation

Fixed assets are capitalised at cost and are depreciated or amortised at annual rates to arrive at their estimated residual value at the end of their useful economic lives, as follows:

Leasehold property	- Straight line over life of lease
Leasehold improvements	- 20 years straight line or over life of lease if shorter
Office furniture and equipment	- 25% reducing balance
Minibuses	- 10 years straight line from date of original registration

(d) Taxation

GVA is a registered charity and, in the opinion of the Council, is exempt from corporation tax on its surpluses on financial activities in accordance S.486 of the Corporation Tax Act 2010.

(e) Grant income recognition

A grant that becomes receivable on the occurrence of a certain specified future event is recognised in the financial statements when the specified event has occurred and all the grantor's requirements associated with it have been complied with.

Grants received in respect of future accounting periods are recorded as deferred income and recognised in the period to which they relate.

(f) Gifts-in-kind and intangible income

Tangible assets received as gifts for use by the Charity are treated as incoming resources at their market value at the date of the gift and correspondingly capitalised in accordance with policy (c) above.

Donated facilities and services are recognised as incoming resources insofar as another party is bearing the financial cost of the resources supplied and the benefit is quantifiable and measurable. An equivalent cost is recorded under the appropriate expenditure caption in the Statement of Financial Activities.

(g) Pension contributions

GVA operates a defined contribution scheme for certain employees the charges for which are expensed as they become payable.

GOSPORT VOLUNTARY ACTION

(Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS

31 March 2011

NOTE 3 – ACCOUNTING POLICIES (continued)

(h) Allocation and analysis of resources used

Central expenditures for charitable support and administration are partly met through "core" funding grants and partly from attributions to restricted funds for centrally-borne support costs. Accordingly, as shown in Note 11, the resources used by restricted funds represent spending on charitable support while the remaining charges, appearing as unrestricted fund expenditure, represent administrative costs.

NOTE 4 – TANGIBLE FIXED ASSETS

	<u>Leasehold premises</u> £	<u>Minibuses and related equipment</u> £	<u>Furniture & equipment</u> £	<u>Total</u> £
Cost or valuation				
At 1 April 2010	496,269	219,660	103,886	819,815
Additions during year			18,403	18,403
Disposal		(250)		(250)
	<u>496,269</u>	<u>219,410</u>	<u>122,289</u>	<u>837,968</u>
At 31 March 2011	496,269	219,410	122,289	837,968
Depreciation/amortisation				
At 1 April 2010	29,062	63,664	74,169	166,895
Charge for year	7,762	23,446	9,798	41,006
Eliminated on disposal		-		-
	<u>36,824</u>	<u>87,110</u>	<u>83,967</u>	<u>207,901</u>
At 31 March 2011	36,824	87,110	83,967	207,901
Net book value				
At 31 March 2011	<u>£459,445</u>	<u>£132,300</u>	<u>£38,322</u>	<u>£630,067</u>
At 31 March 2010	<u>£467,207</u>	<u>£155,996</u>	<u>£29,717</u>	<u>£652,920</u>

NOTE 5 – DEBTORS

	<u>2011</u> £	<u>2010</u> £
Service-user debtors	15,909	16,873
Grant debtors	3,481	27,057
Other debtors	7,606	1,284
Loan to Harbourside Consortium	-	2,500
Prepaid expenses	7,037	5,353
	<u>£34,033</u>	<u>£53,067</u>

NOTE 6 – CREDITORS: Amounts falling due within one year

	<u>2011</u> £	<u>2010</u> £
Amounts held as intermediary on behalf of other charities	9,793	13,634
Accrued charges and sundry creditors	30,301	27,793
Deferred grants received	16,576	38,721
	<u>£56,670</u>	<u>£80,148</u>

GOSPORT VOLUNTARY ACTION

(Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS

31 March 2011

NOTE 7 - MOVEMENTS ON FUNDS

	Funds brought forward £	Incoming resources £	Resources expended £	Allocation of support costs £	Fund trans- fers £	Funds carried forward £
(a) Unrestricted						
General fund	263,973	103,501	(116,182)	76,440	(4,041)	323,691
Designated funds:						
Leasehold buildings and improvements	467,207		(7,762)			459,445
Nimrod activities	16,180	71,191	(55,335)	(6,893)	(3,532)	21,611
	<u>747,360</u>	<u>174,962</u>	<u>(179,279)</u>	<u>69,547</u>	<u>(7,573)</u>	<u>804,747</u>
(b) Restricted						
Connect Advocacy	207,743	300,566	(240,031)	(8,500)		259,778
Development	10,421	44,293	(37,254)	(9,220)		8,240
Disability Activity	5,973	12,277	(6,375)	(3,336)		8,539
Disability Info.	6,690	18,387	(13,222)	(3,594)		8,261
Dustbusters	25,351	40,989	(31,223)	(6,468)		28,649
Gosport Spring Project	5,246	31,776	(25,664)	(6,470)		4,888
Health Trainers	7,261	28,000	(17,635)	(8,936)		8,690
Rowner Access Point	10,141	15,820	(30,788)	(2,746)	7,573	-
Transport Project	202,098	56,794	(62,473)	(6,256)		190,163
Volunteer Centre	3,736	21,610	(15,584)	(4,873)		4,889
Other funds and mini projects	85,199	63,454	(55,270)	(9,148)		84,235
	<u>569,859</u>	<u>633,966</u>	<u>(535,519)</u>	<u>(69,547)</u>	<u>7,573</u>	<u>606,332</u>
	<u>£1,317,219</u>	<u>£808,658</u>	<u>£(714,798)</u>	<u>£ -</u>	<u>£ -</u>	<u>£1,411,079</u>

Details of the Fund Transfers are to be found in Note 15.

NOTE 8 - VOLUNTARY INCOME

	<u>2011</u>			<i>2010</i>
	<u>Unrest- ricted £</u>	<u>Rest- ricted £</u>	<u>Total £</u>	<u>Total £</u>
Core grants - Monetary				
Hampshire County Council	46,907		46,907	46,190
Gosport Borough Council	56,781		56,781	55,859
First Wessex (formerly Portsmouth Housing Association)	10,000		10,000	10,000
	<u>£113,688</u>	<u>£ -</u>	<u>£113,688</u>	<u>£112,049</u>

GOSPORT VOLUNTARY ACTION

(Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS

31 March 2011

NOTE 9 – GRANTS AND DONATIONS RECEIVABLE

	2011			2010
	Unrest- ricted £	Rest- ricted £	Total £	Total £
Monetary				
<u>Local Councils</u>				
Hampshire County Council		105,562	105,562	158,871
Gosport Borough Council		19,788	19,788	19,711
<u>Health Authorities</u>				
Hampshire Primary Care Trust		41,331	41,331	47,906
<u>Other grants</u>				
Age concern		45,354	45,354	44,248
Big Lottery Fund (Reaching Communities - RC/1/010239987)*		31,244	31,244	29,432
Big Lottery Fund (Basis Development Project - BAS/2/010265925)*		44,293	44,293	42,450
Big Lottery Fund [Supported volunteering] Give gain grow - RC/2/010314478)*		30,315	30,315	18,624
Choices Advocacy		190,148	190,148	169,434
Hampshire Regional Advocacy Groups		55,196	55,196	57,949
Sure Start Rowner		4,288	4,288	5,668
Andover and District Mencap		15,000	15,000	15,000
Donations less than £5,000		2,078	2,078	1,450
	£ -	£584,597	£584,597	£610,743
	£ -	£584,597	£584,597	£610,743

* The amounts actually received as grants from the Big Lottery were as follows:

	£
Reaching Communities RC/1/010239987	31,522
Basis Development BAS/2/010265925	44,463
Supported Volunteering/Give Gain Grow RC/2/010314478	30,321

The differences between the grant income recognised above and the amounts actually received are represented by valuation adjustments required by the SORP at the beginning and end of the year.

NOTE 10 – CHARGES TO SERVICE USERS

	2011			2010
	Unrest- ricted £	Rest- ricted £	Total £	Total £
Transport minibus hire receipts		11,440	11,440	16,062
Dustbusters charges to clients		23,142	23,142	21,216
Charge for managing the Nimrod Centre	50,112		50,112	45,032
Other charges to users	8,330	14,787	23,117	26,576
	£58,442	£49,369	£107,811	£108,886
	£58,442	£49,369	£107,811	£108,886

GOSPORT VOLUNTARY ACTION

(Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS

31 March 2011

NOTE 11 - COST OF GENERATING VOLUNTARY INCOME

	2011			2010
	Unrest- ricted	Rest- ricted	Total	Total
	£	£	£	£
Direct payroll cost	4,121		4,121	4,557
Allocation of indirect payroll cost	9,905		9,905	9,400
Allocation of office costs	1,028		1,028	864
Other expenses	9		9	594
	£15,063	£ -	£15,063	£15,415

NOTE 12 - COST OF CHARITABLE ACTIVITIES

Cost of services rendered

	2011			2010
	Unrest- ricted	Rest- ricted	Total	Total
	£	£	£	£
Transport project		14,978	14,978	19,905
Cost of carers		2,645	2,645	3,478
Other direct costs	8,644	5,492	14,136	10,746
Small grant distribution		878	878	400
	8,644	23,993	32,637	34,529

Support, management & administration costs

Payroll cost	100,824	385,331	486,155	445,793
Occupancy costs	14,423	19,476	33,899	32,574
Conferences, seminars, training and literature	1,978	9,373	11,351	9,738
Publicity expenses	293	4,666	4,959	951
Office and general expenses	10,968	57,175	68,143	73,822
Depreciation and adjustments on disposal	5,237	28,157	33,394	30,745
Amortisation of leasehold improvements	7,762		7,762	7,762
	141,485	504,178	645,663	601,385
Allocation of management costs (Note 7)	(69,547)	69,547	-	-
	£ 80,582	£597,718	£678,300	£635,914

NOTE 13 - CORPORATE GOVERNANCE COSTS

	2011			2010
	Unrest- ricted	Rest- ricted	Total	Total
	£	£	£	£
Allocation of payroll cost	9,905		9,905	9,400
Legal and regulatory compliance	1,368	126	1,494	1,238
Audit and accountancy	758	7,222	7,980	6,813
Other	2,056		2,056	1,728
	£14,087	£7,348	£21,435	£19,179

GOSPORT VOLUNTARY ACTION

(Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS

31 March 2011

NOTE 14 - NET INCOME FOR THE YEAR

	2011			2010
	Unrest- ricted £	Rest- ricted £	Total £	Total £
Directors' remuneration	nil	nil	nil	nil
Auditors' remuneration	700	3,800	4,500	4,000
Depreciation and adjustments on disposal	5,237	28,157	33,394	30,745
Amortisation of leasehold improvements	7,762		7,762	7,762

NOTE 15 - GROSS TRANSFERS BETWEEN FUNDS

- (a) The deficit on the Rowner Access Point fund amounting to £7,573 at 31 March 2011 has been covered by transfer from the unrestricted general fund.
- (b) Tangible fixed assets totalling £3,532 acquired by the general fund for the benefit of Nimrod Activities have been adjusted by fund transfer at 31 March 2011.

NOTE 16 - ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Fixed assets £	Net current assets £	Net assets £
Unrestricted:			
General fund	16,703	306,988	323,691
Designated fund: Leasehold building	459,445		459,445
Nimrod activities	5,647	15,964	21,611
	<u>481,795</u>	<u>322,957</u>	<u>804,747</u>
Restricted:			
Connect Advocacy Scheme	2,622	257,156	259,778
Development	2,341	5,899	8,240
Disability Activity Group	235	8,304	8,539
Disability Information Centre	1,112	7,149	8,261
Dustbusters	1,783	26,866	28,649
Gosport Spring Project	1,641	3,247	4,888
Health Trainers	429	8,261	8,690
Rowner Access Point	1,810	(1,810)	-
Transport Project	132,682	57,481	190,163
Volunteer Centre	1,045	3,844	4,889
Other funds and mini projects	2,822	81,413	84,235
	<u>148,522</u>	<u>457,810</u>	<u>606,332</u>
ACCUMULATED FUNDS AT 31 MARCH 2011	<u>£630,317</u>	<u>£780,762</u>	<u>£1,411,079</u>

GOSPORT VOLUNTARY ACTION

(Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS

31 March 2011

NOTE 17 - PAYROLL AND STAFFING

	Year ended 31 March 2011				2010	
	Number of full-time equivalent staff	Gross wages and salaries £	Employers' national insurance £	Pension contributions £	Total £	Total £
Project managers	9	171,176	12,184	2,419	185,779	175,458
Other project staff	14	207,735	14,710		222,445	204,142
Central management	3	67,439	5,929		73,368	76,023
Central admin. staff	2	27,522	972		28,494	13,527
	<u>28</u>	<u>£473,872</u>	<u>£33,795</u>	<u>£2,419</u>	<u>£510,086</u>	<u>£469,150</u>

There were no employees whose emoluments exceeded £60,000 (2010: £60,000).

NOTE 18 - TRUSTEES' REMUNERATION AND EXPENSES

No members of the Council of Management nor any persons connected with them have received remuneration or reimbursement of expenses in respect of their services as trustees during the year.

NOTE 19 - OPERATING LEASES

GVA has made payments in the year and has future commitments under operating leases for the hire of office equipment as follows:

	2011		2010
	Unrest- ricted £	Rest- ricted £	Total £
Gross annual commitment in year ended 31 March 2011 in respect of contracts expiring:			
Within one year			1,150
In the second to fifth years inclusive	901	-	901

NOTE 20 - RELATED PARTY TRANSACTIONS

Transactions with other charities have occurred during the year that are considered to be related by reason of management influence or by having at least one trustee in common with GVA. Details of the transactions, all of which are made on an arm's basis, are as follows:

	2011 £	2010 £
First Wessex		
<u>Income</u>		
Contribution received towards GVA core activities including management of the Nimrod Centre	10,000	10,000
Income from room hire	1,094	702
Recharge of shared occupancy costs re Nimrod Centre	5,586	5,586
<u>Expense</u>		
Charge for development training	(237)	-

£16,443	£16,288
---------	---------

GOSPORT VOLUNTARY ACTION

(Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS

31 March 2011

NOTE 20 - RELATED PARTY TRANSACTIONS (continued)

	2011	2010
	£	£
Gosport Citizens Advice Bureau		
<u>Income</u>		
Recharge of shared occupancy costs and utilities	£ 4,169	£ 3,692
	£ 4,169	£ 3,692
Just Girls (an unincorporated charity)		
<u>Income</u>		
Recharge of insurances	390	500
Office costs	18	-
Finance and administration recharge	740	184
	£ 1,148	£ 684
Rowner Community Trust (formerly Gosport Development Trust)		
<u>Income</u>		
Charge for managing the Nimrod Centre	50,112	24,132
<u>Expense</u>		
Room hire charges for use of the Nimrod Centre	50,112	24,132
	£ -	£ -
Sure Start Rowner Company		
<u>Income</u>		
Contribution towards Nimrod garden fund	2,000	-
Funding contribution to Parent and Toddlers group at the Nimrod Centre	4,289	5,668
Room hire	11,158	11,629
Contribution to Newsletter distribution	100	-
Contribution towards flooring	100	384
	£17,547	£17,681

