

Company Number 5894388
(England and Wales)

Registered Charity
Number 1121190

EAST RIDING VOLUNTARY ACTION SERVICES (ERVAS) LIMITED

(A company limited by guarantee)

FINANCIAL STATEMENTS

Year ended

31 MARCH 2012

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For the year ended 31 March 2012**

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Company Information
For the year ended 31 March 2012

DIRECTORS	Mr Geoff Chapman Mr Peter Choules Mr Stephen Collier Ms Pauline Kermode Mr John Kilby Ms Denise Anderton Mr Andrew Williams
COMPANY SECRETARY	Mrs Judith Leech
REGISTERED OFFICE	Morley's House Morley's Yard Walkergate Beverley HU17 9BY
REGISTERED COMPANY NUMBER	5894388
REGISTERED CHARITY NUMBER	1121190
AUDITOR	Enterprise Accountancy Services Ltd 8 Castlegate Tickhill Doncaster DN11 9QU
BANKERS	Barclays Bank Plc 32 Paragon Square Hull HU1 3QU CAF Bank Ltd 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ

Independent Auditor's Report to the Members of East Riding Voluntary Action Services (ERVAS) Limited

We have audited the financial statements of East Riding Voluntary Action Services (ERVAS) Limited for the year ended 31 March 2012 which comprise the Statement of Financial Activities, Summary Income and Expenditure Account, the Balance Sheet and the related notes. These financial statements have been prepared under the accounting policies set out therein and the requirements of the Financial Reporting Standard for Smaller Entities (effective January 2005).

This report is made solely to the charity's members, as a body, in accordance with section 495 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 the 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 the charity's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditor's

The trustees' (who are also the directors of East Riding Voluntary Action Services (ERVAS) Limited for the purpose of company law) responsibilities for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) are set out in the Statement of Trustees' Responsibilities.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 2006. We also report to you whether in our opinion the information given in the Trustee's Annual Report is consistent with the financial statements.

In addition we report to you if, in our opinion, the charity has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding trustees' remuneration and other transactions is not disclosed.

We read the Trustees' Annual Report and consider the implications for our report if we become aware of any apparent misstatements within it.

**Independent Auditor's Report to the Members of
East Riding Voluntary Action Services (ERVAS) Limited (continued)**

Basis of audit opinion

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the trustees' in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charity's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

In our opinion:

- the financial statements give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities of the state of the charity's affairs as at 31 March 2012, and of its surplus for the year then ended;
- the financial statements have been properly prepared in accordance with the Companies Act 2006; and
- the information given in the Trustees Annual Report is consistent with the financial statements.



SENIOR STATUTORY AUDITOR

Enterprise Accountancy Services Ltd
8 Castlegate
Tickhill
Doncaster
DN11 9QU

30th September 2012

**Report of the Board of Trustees (incorporating the Director's Report)
For the year ended 31 March 2012**

The trustees present their report with the financial statements of the company for the year ended 31 March 2012.

Reference and Administrative Details of the Charity, its Trustees and Advisers

<u>Name of charity:</u>	East Riding Voluntary Action Services (ERVAS) Limited
<u>Charity Registration Number:</u>	1121190
<u>Company Registration Number:</u>	5894388
<u>Registered and Principal Operating Address:</u>	Morley's House Morley's Yard Walkergate Beverley HU17 9BY

Directors and Trustees:

The directors of the charitable company (the charity) are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees.

Names of trustees (directors) who served during the year and since the year end were as follows:

Mr Geoff Chapman
Mr Peter Choules
Mr Stephen Collier
Ms Pauline Kermode
Mr John Kilby
Ms Denise Anderton
Mr Andrew Williams (co-opted January 2011, resigned January 2012)

The company is limited by guarantee therefore none of the directors have an interest in share capital.

Company Secretary: Mrs Judith Leech

Day to Day Management of the Charity:
Chief Officer Mr Darren Willbourne (Resigned January 2012)
Ms Penny Brown (Appointed January 2012)

**Report of the Board of Trustees (incorporating the Director's Report)
For the year ended 31 March 2012**

Auditor: Enterprise Accountancy Services Ltd
8 Castlegate
Tickhill
Doncaster
DN11 9QU

Bankers Barclays Bank PLC
32 Paragon Square
Hull
HU1 3QU

CAF Bank Ltd
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

Structure, Governance and Management

Governing Document:

East Riding Voluntary Action Services (ERVAS) Limited is a registered charity and a company limited by guarantee governed by its Memorandum and Articles of Association adopted on 02 August 2006 and amended on 10 September 2007.

Every member of the Charity undertakes to contribute a maximum of £10 in the event of the charity winding up.

Recruitment and appointment of Trustees

The trustees form the Executive Committee of the charity. The members of the Executive Committee are elected at the Annual General Meeting by the members of the Charity, and usually serve for a three year term. At the end of this term they can stand for re-election. All members are circulated with invitations to nominate trustees in advance of the AGM. There is a provision for the co-option of additional trustees if required.

The Articles of Association states that the number of trustees must not be less than three but shall not be subject to any maximum.

Report of the Board of Trustees (incorporating the Director's Report) For the year ended 31 March 2012

Trustee Induction and Training:

New trustees undergo induction training, provided by the Chief Officer. The induction includes a discussion about the role and responsibilities of trustees, the activities, aims and objectives of the charity, the structure of the organisation, board of trustees, general procedures of the organisation. New trustees are introduced to members of staff and other trustees, and are provided with the Charity Commissions 'Roles and Responsibilities of Trustees', the Articles and Memorandum of Association, the business plan, the latest statutory financial statements, Annual Report, and financial reports provided to the board of trustees. Any additional training required by the new trustees will be identified during induction, and may be requested at any point by new and existing trustees, where it is considered useful to their role as trustee. Trustees are also invited to attend staff events and activities in order to develop a better all round understanding of the organisation.

Organisational Structure:

The board of trustees manages the Charity, and aims to consider only strategic decisions at its meetings. Trustees are aware that any conflicts of interest are declared and minuted. The board meets bi-monthly. Separate committees comprising of board members and senior employees have been set up for HR and Finance. These committees present information to the full Board for decisions. The Chief Officer is appointed by the trustees to manage the day to day operations of the charity, and who also has authority to delegate as appropriate to other staff members. Ad-hoc committees are set up when the need arises.

Risk Management:

The major risks to which the company is exposed, as identified by the Directors, have been reviewed and systems have been established to mitigate those risks. The climate within the Voluntary and Community sector is such, that risks include a dependence on a mixture of Service Level Agreements and contracts – a percentage of which covers the core costs of the organisation. External grant funding is sought in order to deliver additional projects which provide additionality to core services and also contribute to the sustainability of the organisation.

It is the aim of the Trustees to retain within designated reserves sufficient reserves to cover the expenditure of the budgeted core functions for six months if funding became unavailable. The company will work towards achieving this.

Report of the Board of Trustees (incorporating the Director's Report) For the year ended 31 March 2012

Objectives and Activities

As set out in the Memorandum of Association, the Charity's objects are to promote any Charitable purpose for the benefit of the community within the East Riding of Yorkshire in particular the advancement of education, the development of financial awareness, the promotion of health and the relief of poverty, distress and sickness. To promote for the benefit of the promotion and provision of voluntary and community services for the wider community.

This means that the main objects of the charity are promoting, developing and supporting voluntary activity within the community. The principal activities, carried out to achieve these objectives, are the provision of services to the voluntary/community sector, liaison with statutory, national and major voluntary organisations, representation of local views about service provision; and the development of new services.

Main objectives for the following year:

In developing the main objectives for the following year the Trustees have given regard to the Charity Commission guidance on public benefit.

The Board remains committed to investigating ways of diversifying income to ensure the sustainability of the organisation. This currently includes an expansion of income generating services in terms of both external contract delivery for a variety of partner organisations and sub-regional/National agencies, together with the further development of business services for delivery to the third sector.

The company continues to review its internal management systems, policies and procedures as it works through the PQASSO system, and the NAVCA Quality Mark.

Some elements of our work will continue alongside our core work:

- ⊗ East Riding Council for Voluntary Youth Service
- ⊗ Common Treasury
- ⊗ Community Accountancy and Payroll Service
- ⊗ Fundraising Plus (until July 2012)
- ⊗ Stroke Survivor Grant Panel

Funding has also been secured for the following new area of work:

- ⊗ Sexual Health Training for VCS organisations

Strategies for and significant activities that contribute to achieving stated objectives

The organisation continually seeks to explore all appropriate funding opportunities and income streams which help achieve the charity's stated objectives.

Report of the Board of Trustees (incorporating the Director's Report) For the year ended 31 March 2012

Statement of grant making policy

Grants are only made by the organisation within the criteria laid down by the funding bodies providing the grant money. The grants are administered by an independent grant review panel which comprises of representatives from East Riding Voluntary Action Services (ERVAS) Limited, East Riding of Yorkshire Council and other appropriate voluntary sector organisations and individuals where appropriate.

During the year, a new grant fund was set up for the purpose of providing start-up grants to VCS organisations providing services to children and young people. Funding from Kingston Communications was received for this purpose. Grants were given out to the following new organisations:

☉ Altitude Adventures	£400.00
☉ OASIS	£400.00

The stroke survivor grant fund which provides grants to individuals living with the effects of a stroke, their carers and providers of health or social care services to people who have had a stroke continued. Four grants were made to individuals totalling £1,300.00.

Achievements and Performance

Review of Activities 2011-2012

The East Riding Voluntary Action Services (ERVAS) Limited board of trustees is satisfied that in our fifth year of independent operation, 2011-2012:

- ☉ Our work reflected our aims.
- ☉ Our resources were well managed.
- ☉ Members were satisfied with the service they received.
- ☉ A balance was achieved between core service provision and new developments.

ERVAS delivered successful projects in the following areas:

- East Riding (Council for) Voluntary Youth Services (ERCVYS) which provides support to voluntary and community groups working with children, young people and families. Funding for this project was received from East Riding of Yorkshire Councils Sports Development, Integrated Youth Support Services and commuted Sums Department. It is also part funded via the Big Lottery Fund, BASIS round of funding. Additional funding towards the Volunteering for Young People in East Riding (VYPER) scheme came from Kingston Communications.

Report of the Board of Trustees (incorporating the Director's Report) For the year ended 31 March 2012

Review of Activities 2011-2012 (Continued)

- Community Accountancy and Payroll Service provides support around governance, accounting and payroll for the VCS. Payroll services are also provided for individuals in receipt of Direct Payments, a benefit provided to is people with disabilities to enable them to employ their own personal assistants/carers. This service is also funded by the Big Lottery Fund, BASIS round of funding.
- PRIME Database/ERGO which is the provision of a database of low level preventative services funded by East Riding of Yorkshire council.
- General Funding Advice and Support provided under a Service Level Agreement with East Riding of Yorkshire Council.
- Fundraising Plus, a partnership project through the Federation of Local Development Agencies (FoLDA) with Humber All Nations Alliance as the lead accountable body providing funding and development support to VCS organisations with an income under £100,000, this project focuses on groups within the Beverley and Goole areas. Funding is received from the Big Lottery Fund.
- Volunteer Centre which provides a brokerage service to volunteers and supports VCS organisations to enable them to effectively recruit and manage volunteers within their organisations. This is provided under a Service Level Agreement with East Riding of Yorkshire Council. Additional volunteering brokerage was offered through a satellite Volunteer Centre in Hornsea.
- Two small grants schemes were also managed during the year. One for new Voluntary Youth Groups to provide start-up funding which was funded by Kingston communications and one to provide funding for Stroke Survivors. Funding for this was provided via East Riding of Yorkshire council.

More details on all of these projects can be found in the Annual Report.

Report of the Board of Trustees (incorporating the Director's Report) For the year ended 31 March 2012

Financial Review

Reserves Policy

It is the aim of the Executive Committee to retain six months' core running costs in the unrestricted general fund to ensure a sufficient buffer to enable effective financial decision-making, rather than short term decisions, and the company will work towards achieving this.

General funds are to be retained and reinvested in accordance with the Company's Memorandum of Association and the Charity's objects contained therein.

Designated Fund – Core Functions

The costs in respect of the core functions in the year under review were £149,398.

Accordingly, a transfer to designated reserves of £34,699 would have been made but insufficient funds were available.

A transfer from designated reserves of £10,000 has been made in order to maintain levels of support as per prior years. The Trustees still plan on building on this reserve in future years until the required amounts are attained.

Treasury policy

The Company's main banking facilities continue to be with Charity Aid Foundation Bank who make investments into the Social Enterprise & Voluntary sector to produce an acceptable rate of return that is consistent with the Company's stated Charitable objects and ethical standpoint. The Barclays Accounts are running alongside this although they are now not the main provider of banking services.

The Company is required to have its funds readily accessible and so will retain its bank account deposits in risk free instant access deposit accounts.

Principal Funding Sources

See note 14 of the notes to the accounts for a detailed explanation of the company's restricted funds. The principal contributor to the 'core' unrestricted funds was East Riding of Yorkshire Council. This funding helps fund some of the costs associated with the administration and control of the organisation as well as providing the Volunteer Centre and General Funding Advice and Support Service. Annual reviews are conducted and 3 monthly reports are sent to East Riding of Yorkshire Council as a condition of the core service level agreement. During the year all expenditure has been concentrated on the key objectives of the charity.

Report of the Board of Trustees (incorporating the Director's Report) For the year ended 31 March 2012

Plans for Future periods

Please see main objectives for the following year.

Statement of disclosure of information to auditors

We, the directors of the company who held office at the date of approval of these financial statements, each confirm so far as we are aware, that:

- ⊗ there is no relevant audit information of which the company's auditors are unaware; and
- ⊗ we have taken all the steps that we ought to have taken as directors in order to make ourselves aware of any relevant audit information and to establish that the company's auditors are aware of that information.

Statement of director's responsibilities

Company law requires the directors 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 excess of income over expenditure of the charitable company for that period. In preparing those financial statements, the directors 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 company will continue to operate.

The directors confirm that the accounts comply with the above requirements. The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at anytime 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 company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Auditor

A resolution to reappoint auditors, Enterprise Accountancy Services Ltd will be proposed at the forthcoming annual general meeting.

**Report of the Board of Trustees (incorporating the Director's Report)
For the year ended 31 March 2012**

Small Company Provisions

This report has been prepared in accordance with the special provisions of part 15 of the Companies Act 2006.

Statement of Recommended Practice

The accounts comply with the SORP "Accounting and Reporting by Charities" 2005 as far as possible whilst complying with the Companies Act 2006.

By order of the Board



Mr Peter Choules
Trustee/Director

25th September 2012

**Income and Expenditure Account
For the year ended 31 March 2012**

	Notes	2012 £	2011 £
INCOME		363,633	430,377
EXPENDITURE		(390,455)	(373,566)
OPERATING SURPLUS/(DEFICIT)	7	(26,822)	56,811
Interest receivable and similar income		142	84
Profit/(Loss) on disposal of fixed asset		-	(440)
Bad debts written off		-	-
SURPLUS/(DEFICIT) FOR THE YEAR		(26,680)	56,455
RESERVES BROUGHT FORWARD		131,705	75,250
RESERVES CARRIED FORWARD		<u>105,025</u>	<u>131,705</u>

***THE INCOME AND EXPENDITURE ACCOUNT INCLUDES THE FOLLOWING ATTRIBUTABLE TO DISCONTINUED OPERATIONS**

INCOME		41,780
EXPENDITURE		(67,307)
SURPLUS/(DEFICIT) FOR THE YEAR	14	(25,527)
RESERVES BROUGHT FORWARD		24,264
OVERALL (DEFICIT) FROM DISCONTINUED OPERATION		<u>(1,263)</u>

Total income of £363,633 (2011: £430,377) comprises £136,779 (2011: £150,013) for unrestricted funds and £226,854 (2011: £280,364) for restricted funds. A detailed analysis of income by source is provided in the statement of financial activities.

The deficit for the year of £26,680 (2011: surplus £56,455) comprises a deficit of £18,240 (2011: surplus £14,116) for unrestricted funds and a deficit of £8,440 (2011: surplus £42,339) for restricted funds as shown in the statement of financial activities.

There are no recognised gains and losses other than those passing through the income and expenditure account. During the year the PRIME/ERGO Project and the Holderness Volunteer Centre discontinued operation. All other operations are continuing operations.

The notes on pages 18 to 31 form part of these financial statements.

**Statement of Financial Activities
For the year ended 31 March 2012**

	Notes	Unrestricted Funds		Restricted Funds	Total 2012 Funds	Total 2011 Funds
		Designated	General			
Incoming Resources						
Incoming Resources from Generated Funds:						
Voluntary Income	3	-	126,197	201,646	327,843	396,165
Investment Income		-	142	-	142	84
Incoming Resources from Charitable Activities	4	-	10,582	25,208	35,790	31,474
Other Income		-	-	-	-	2,738
Total Incoming Resources		-	136,921	226,854	363,775	430,461
Resources Expended						
Charitable Activities	5	(167)	(130,806)	(233,795)	(364,768)	(347,341)
Governance Costs	5	-	(18,592)	(7,095)	(25,687)	(26,225)
Total Resources Expended		(167)	(149,398)	(240,890)	(390,455)	(373,566)
Net Incoming Resources before Transfers		(167)	(12,477)	(14,036)	(26,680)	56,895
Transfers between Funds	14	(15,596)	10,000	5,596	-	-
Net Incoming Resources before other recognised Gains and Losses		(15,763)	(2,477)	(8,440)	(26,680)	56,895
Gains/(Losses) on disposal of fixed asset	17	-	-	-	-	(440)
Bad debts Written off		-	-	-	-	-
Net Movement in Funds		(15,763)	(2,477)	(8,440)	(26,680)	56,455
Funds brought forward at 01 April 2010		50,531	3,417	77,757	131,705	75,250
Total Funds Carried forward at 31 March 2011	14	34,768	940	69,317	105,025	131,705

Balance Sheet
As at 31 March 2012

	Note	Unrestricted funds £	Restricted income funds £	Total 2012 £	Total 2011 £
Fixed assets					
Tangible assets	11	1,390	1,548	2,938	5,321
Current assets					
Debtors	12	13,063	8,377	21,440	89,587
Cash at bank and in hand		42,517	92,497	135,014	102,688
<i>Total current assets</i>		55,580	100,874	156,454	192,275
Creditors: amounts falling due within one year	13	(21,262)	(33,105)	(54,367)	(65,891)
<i>Net current assets/(liabilities)</i>		34,318	67,769	102,087	126,384
<i>Total assets less current liabilities</i>		35,708	69,317	105,025	131,705
Creditors: amounts falling due after one year		-	-	-	-
		35,708	69,317	105,025	131,705
Funds of the Charity					
Unrestricted funds:		940	-	940	3,417
Designated Funds	14	34,768	-	34,768	50,531
Restricted income funds	14	-	69,317	69,317	77,757
<i>Total funds</i>	14	35,708	69,317	105,025	131,705

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

The financial statements were approved by the Board on 25th September 2012 and signed on its behalf by:



Peter Choules, Trustee/Director

The notes on pages 18 to 31 form part of these financial statements.

Notes to the financial statements for the period ended 31 March 2012

1. Accounting policies

1.1. Accounting Convention

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities, (effective April 2008) and other applicable accounting standards. The provisions of the statement of Recommended Practice "Accounting and Reporting by Charities" (2005) have been implemented wherever possible, having regard to the overriding requirement that the accounts should comply with the Companies Act 2006.

1.2. Company status

The charity is a company limited by guarantee. The members of the company are the directors named on page 3.

The company is actively engaging in the recruitment of its membership.

1.3. Incoming resources

Grants received of a revenue nature are credited to Incoming Resources in the Statement of Financial Activities when the company is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Grants received and held by the company prior to making grants to smaller charitable concerns are treated as deferred income.

Services provided, investment income and rents are accounted for on the accruals basis. Other income is accounted for when received. All income is shown gross with associated costs included in expenditure.

Grants received to fund the purchase of fixed assets are credited to the Statement of Financial Activities when the company is legally entitled to the income. The related expenditure is charged to Fixed Assets in the Balance Sheet.

1.4. Resources expended

All expenditure is accounted for on an accrual basis and has been classified under headings that aggregate costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Notes to the Financial Statements for the period ended 31 March 2012

1. Accounting Policies (continued)

1.5. Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life (except as detailed below) as follows:

Computer Equipment	33% on the straight line basis
Furniture and Fixtures	25% on the straight line basis
Office Equipment	25% on the straight line basis

1.6. Fund accounting

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors. Restricted funds are accounted for separately to each other and to the core funding of the company.

General funds are unrestricted funds which are available for use at the discretion of the trustees in the furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the directors for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

1.7. Operating Leases

Rentals applicable to operating leases are charged to the SOFA over the period in which the cost is incurred.

1.8. Going Concern

The financial statements have been prepared on a going concern basis.

2. Income and Expenditure Account

The company is a registered charity and so achievements cannot be measured by normal commercial criteria. Accordingly, the Directors consider that it would be inappropriate to present a Profit and Loss Account in one of the formats set out by the Companies Act 2006. Therefore, as permitted by the Companies Act, in order to reflect the special nature of the company's activities, the Directors are of the opinion that it would be more appropriate to present an Income and Expenditure Account.

**Notes to the Financial Statements
For the year ended 31 March 2012**

3. Donations and similar incoming resources

	Unrestricted Funds £	Restricted Funds £	Total 2012 £	Total 2011 £
Grants				
ERYC – SLA (Core)	123,996	-	123,996	123,996
Sir James Reckitt Charity (Core)	2,200	-	2,200	2,200
NLDC Community Buildings	-	-	-	-
Big Lottery Fund – BASIS	-	103,674	103,674	100,253
ERYC – Prime Database	-	29,977	29,977	29,583
ERYC – ERGO Card	-	11,730	11,730	23,230
Big Lottery Fund – Fundraising Plus	-	24,848	24,848	20,180
Capacity Builders Volunteer Management Project	-	-	-	7,338
NLDC – Hornsea Volunteer Centre	-	-	-	14,700
Development Track Funding	-	-	-	4,117
Quality Hub	-	-	-	4,274
Stroke Survivor	-	-	-	894
ERYC – Community Education Grant (ERCVYS)	-	-	-	12,900
ERYC – Sports Development (ERCVYS)	-	15,000	15,000	9,000
Children’s Workforce Development (ERCVYS)	-	-	-	20,000
ERYC - Children’s Fund (ERCVYS)	-	6,800	6,800	4,863
ERYC – Commuted Sums (ERCVYS)	-	5,000	5,000	5,000
ERYC – Short Break Grants (ERCVYS)	-	-	-	8,000
Future Jobs Fund (ERCVYS)	-	-	-	5,460
Kingston Communications (ERCVYS)	-	1,690	1,690	-
Kingston Communications	-	800	800	-
ERYC – Stroke Survivor	-	2,106	2,106	-
Total Grants	126,196	201,625	327,821	395,988
Donations				
General Donations	1	21	22	51
Holderness Volunteer Centre	-	-	-	126
	126,197	201,646	327,843	396,165

**Notes to the Financial Statements
For the year ended 31 March 2012**

4. Incoming resources from charitable activities

	Designated Funds £	Unrestricted Funds £	Restricted Funds £	Total 2012 £	Total 2011 £
Activities in furtherance of charity's objects					
Office Services	-	1,350	72	1,422	1,972
CRB Checks	-	30	-	30	-
Lease of Room Community	-	70	-	70	4,629
Accountancy	-	-	21,979	21,979	9,665
Common Treasury					
Equipment Hire	-	160	-	160	200
Training Income	-	-	1,765	1,765	1,199
Consultation/Research Management/Admin	-	396	-	396	500
Fees External	-	3,400	-	3,400	3,006
Events/Conference	-	5,100	1,392	6,492	2,397
Miscellaneous Income	-	76	-	-	42
DWP Project	-	-	-	-	7,864
	-	10,582	25,208	35,790	31,474

**5. Total Resources Expended
(a) Analysis of total resources Expended**

	Designated Funds £	Unrestricted Funds £	Restricted Funds £	Total 2012 £	Total 2011 £
Charitable Activities					
Staff Costs	-	97,280	193,620	290,900	271,657
Volunteer Expenses	7	-	166	173	277
Premises and Office Costs	-	31,003	17,981	48,984	52,615
Membership Fees	-	542	-	542	525
Meetings Expenses	-	448	626	1,074	1,696
Training Delivery	-	151	9,749	9,900	6,210
Publications	-	-	-	-	32
Grants Given	-	-	2,100	2,100	743
Project Costs	117	36	8,194	8,347	9,430
Depreciation	43	1,346	1,359	2,748	4,156
	167	130,806	233,795	364,768	347,341

**Notes to the Financial Statements
for the period ended 31 March 2012**

**5. Total Resources Expended
(a) Analysis of total resources Expended**

	Unrestricted Funds £	Restricted Funds £	Total 2012 £	Total 2011 £
Governance				
Staff Costs	13,109	5,030	18,139	18,985
Committee Expenses	100	-	100	71
Audit and Accountancy Fees	1,301	499	1,800	1,800
Peninsula Consultancy Fees	3,830	1,469	5,299	4,784
Professional and Legal Fees	252	97	349	585
	<u>18,592</u>	<u>7,095</u>	<u>25,687</u>	<u>26,225</u>

6. Staff costs

	Total 2012 £	Total 2011 £
Wages and salaries (inc e'ers NI & Pension)	297,057	276,360
Travel and Subsistence	8,793	7,652
Training	3,189	5,489
Recruitment	-	1,141
	<u>309,039</u>	<u>290,642</u>

Average number of paid staff

		2012		2011	
	Heads	Full Time Equivalent	Heads	Full Time Equivalent	
Core Staff	-Full Time	3	3	3	3
	-Part Time	3	1	3	1
Project Staff	-Full Time	3	3	3	3
	-Part Time	8	3	7	3

There are no higher paid staff.

**Notes to the Financial Statements
for the period ended 31 March 2012**

7. Operating surplus

The operating surplus is arrived at after charging:

	Total 2012 £	Total 2011 £
Depreciation – Owned Assets	2,748	4,156
Directors Emoluments	-	-
Directors Travelling Expenses	100	71
Auditors Remuneration – Current Year	1,800	1,800
	<u>4,651</u>	<u>6,027</u>

8. Interest Receivable and Similar Income

	Total 2012 £	Total 2011 £
Bank Interest	142	84

9. Other Income

	Total 2012 £	Total 2011 £
Insurance Claim*	-	2,738

*During the year ending 31 March 2011, Morley's Cottage in Beverley was burgled, a claim was put in to the Insurance Company for items damaged and stolen. These items were replaced during the year on an old for new basis and all capital items are being depreciated in line with the depreciation policy.

10. Taxation

As a charity the company is exempt from Corporation Tax.

**Notes to the Financial Statements
for the period ended 31 March 2012**

11. Tangible Fixed Assets

	Office Equipment	Computer Equipment	Common Treasury Equipment	Furniture & Fixtures	Total
	£	£	£	£	£
Cost					
At 01 April 2011	651	11,078	1,162	1,910	14,801
Additions	365	-	-	-	365
Disposals	-	-	-	-	-
At 31 March 2012	<u>1,016</u>	<u>11,078</u>	<u>1,162</u>	<u>1,910</u>	<u>15,166</u>
Depreciation					
At 01 April 2011	98	7,448	1,007	927	9,480
Charge for the year	177	1,980	124	467	2,748
On Disposals	-	-	-	-	-
At 31 March 2012	<u>275</u>	<u>9,428</u>	<u>1,131</u>	<u>1,394</u>	<u>12,228</u>
Net Book Value					
At 31 March 2012	<u>741</u>	<u>1,650</u>	<u>31</u>	<u>516</u>	<u>2,938</u>
At 31 March 2011	<u>553</u>	<u>3,630</u>	<u>155</u>	<u>983</u>	<u>5,321</u>

12. Debtors

	Total 2012	Total 2011
	£	£
Trade Debtors	6,498	74,444
Other Debtors	-	-
Prepayments and Accrued Income	14,942	15,143
	<u>21,440</u>	<u>89,587</u>

13. Creditors

Creditors: Amounts falling due within one year

	Total 2012	Total 2011
	£	£
Trade Creditors	10,573	6,340
Taxes and Social Security	5,885	6,615
Loan	-	-
Accruals and Deferred Income	37,909	52,936
	<u>54,367</u>	<u>65,891</u>

**Notes to the Financial Statements
for the period ended 31 March 2012**

14. Accumulated funds

	Unrestricted Funds			Total
	Designated Funds	General Funds	Restricted Funds	
	£	£	£	
Balance at 01/04/11	50,531	3,417	77,757	131,705
Movement in funds for the year	(15,763)	(2,477)	(8,440)	(26,680)
Balance at 31/03/12	<u>34,768</u>	<u>940</u>	<u>69,317</u>	<u>105,025</u>

Analysis of net assets between funds

	Unrestricted Funds	Restricted Funds	Total 2012	Total 2011
	£	£	£	£
	Tangible Fixed Assets	1,390	1,548	2,938
Current Assets	55,580	100,874	156,454	192,275
Current Liabilities	(21,262)	(33,105)	(54,367)	(65,891)
Non-Current Liabilities	-	-	-	-
	<u>35,708</u>	<u>69,317</u>	<u>105,025</u>	<u>131,705</u>

**Notes to the Financial Statements
for the period ended 31 March 2012**

14. Accumulated funds (Continued)

Restricted funds

	Balance at 01/04/11	Movement in Resources			Balance at 31/03/12
		Incoming	Outgoing	Transfers	
ERCVYS	20,620	30,347	(43,364)	-	7,603
Big Lottery Fund	17,246	103,674	(104,449)	-	16,471
NLDC – Common Treasury	94	-	(94)	-	-
Prime Database	9,797	29,977	(44,704)	9,263	4,333
Fundraising Plus	429	26,148	(26,310)	-	267
Hornsea Volunteer Centre	5,969	73	(11,638)	5,596	-
ERGO Card	8,498	11,730	(7,425)	(12,803)	-
Community Accountancy	15,104	21,999	-	3,540	40,643
Stroke Survivor	-	2,106	(2,106)	-	-
Small Grants Fund	-	800	(800)	-	-
KC/ERCVYS Small Grants Fund	-	-	-	-	-
	<u>77,757</u>	<u>226,854</u>	<u>(240,890)</u>	<u>5,596</u>	<u>69,317</u>

Designated funds

	Balance at 01/04/11	Movement in Resources			Balance at 31/03/12
		Incoming	Outgoing	Transfers	
Designated Core Reserve	40,000	-	-	(10,000)	30,000
DWP Project – Volunteering	10,531	-	(167)	(5,596)	4,768
	<u>50,531</u>	<u>-</u>	<u>(167)</u>	<u>(10,596)</u>	<u>34,768</u>

Notes to the Financial Statements for the period ended 31 March 2012

14. Accumulated funds (Continued)

A brief description of the Restricted and Designated Funds are given below:

Restricted Funds

ERCVYS

The Childrens Fund/Integrated youth Support Services department of East Riding of Yorkshire Council provided funding of £6,800 to deliver to the Inclusion Fund agenda, working with voluntary youth groups to develop and access funding.

The Sports Development department of East Riding of Yorkshire Council provided a £15,000 contribution to ERCVYS service delivery for ongoing ERCAS accreditation.

The Commuted Sums department of East Riding of Yorkshire Council provided a £5,000 contribution to ERCVYS service delivery.

Kingston Communications provided a £1,690 contribution to the VYPER Awards Evening.

Other ERCVYS Income of £1,857 was received which was used for contribution to general ERCVYS service delivery

Big Lottery Fund - Basis

£498,000 over 5 years Big Lottery BASIS Grant funding to provide enhanced service delivery in the areas of Children and Younger People and generic Community Accountancy services. This project started in February 2008.

NLDC – Common Treasury

Common Treasury Projects for Neighbourhood Learning in Deprived Communities to provide ICT equipment to the third sector. This is not a monetary fund, it is equipment that is depreciating.

Notes to the Financial Statements for the period ended 31 March 2012

14. Accumulated funds (Continued)

PRIME Database

Funding received from East Riding of Yorkshire Council to populate a web based database outlining low level preventative services for people over the age of 50. Funding was originally for three years starting in October 2008 and finishing September 2011. An extension was made to the project which finished in March 2012. The balance on this account relates to equipment that has not fully depreciated yet and contribution to cessation costs in relation to the project.

During the year this project received support from the Community Accountancy Service a transfer of £2,370 was made to the Community Accountancy Fund for services received in line with a set charging structure.

A transfer of £11,633 was made from the ERGO Card fund to the PRIME Database fund during the year as these two projects merged and a joint monitoring system was put in place by East Riding of Yorkshire Council.

Fundraising Plus – Big Lottery Fund

A partnership project through the Federation of Local Development Agencies (FoLDA) with Humber All Nations Alliance as the lead accountable body. The funding is received from the Big Lottery Fund to offer support to third sector organisations with an income under £100,000 in developing their fundraising strategies.

Funding of £24,848 was received during the year, other income relates to fees for training delivery.

Hornsea Volunteer Centre

Hornsea Volunteer Centre was a satellite office providing services for the Holderness area. Funding was received from Hull and East Yorkshire Community Foundation for the running of this service during the previous financial year. An agreement was made by the Directors/Trustees to continue this service and utilise the designated funds set aside for volunteering. This satellite office was closed at the end of March 2012.

**Notes to the Financial Statements
for the period ended 31 March 2012**

14. Accumulated funds (Continued)

ERGO Card

Funding received from East Riding of Yorkshire Council as an extension to the PRIME database, to develop a discount card for services which promote health and wellbeing for people over the age of 50 and people with disabilities.

During the year this project received support from the Community Accountancy Service a transfer of £1,170 was made to the Community Accountancy Fund for services received in line with a set charging structure.

A transfer was made from the ERGO Card fund into the PRIME Database fund as these two projects merged and a joint monitoring system was put in place by East Riding of Yorkshire council and all remaining funds (£11,633) were transferred to the PRIME Database fund.

Community Accountancy

Earned income raised through the Community Accountancy Service which in line with the Big Lottery Fund contractual terms will be used to continue the Community Accountancy Service post Lottery funding.

Transfers of £2,370 from the PRIME Project and £1,170 from the ERGO Card project were received into the Community Accountancy Fund for services provided during the year in line with a set charging structure.

Stroke Survivors Small Grants Fund

Funded by East Riding of Yorkshire Council, to provide grants to individuals living with the effects of a stroke, their carers' and organisations/clubs providing health or social care services to people who have had a stroke.

KC/ERCVYS Small Grants Fund

Funding was provided by Kingston Communications to provide grants to support with the initial set-up costs of new voluntary organisations working with children and young people. This grant pot is managed by the ERCVYS project.

Notes to the Financial Statements for the period ended 31 March 2012

Designated Funds

Designated Core Reserve

It is the aim of the Executive Committee to retain six months' core running costs in the designated Core Reserve to ensure a sufficient buffer to enable effective financial decision-making, rather than short term decisions, and the company will work towards achieving this.

During the year a transfer of £10,000 was made to general unrestricted reserves to maintain service provision at levels provided previously.

DWP Project - Volunteering

The DWP project was originally a project to support the long term unemployed in finding voluntary work. It was output based funding received in the prior year once placements had been obtained. The Directors/Trustees designated this funding to support the work of the Volunteer Centre.

During the year a transfer was made to the Hornsea Volunteer Centre to maintain service provision at levels provided previously. A decision was made to close the Hornsea Volunteer Centre at the end of March 2012.

15. Directors remuneration

No remuneration directly or indirectly out of the funds of the company was paid or payable for the year to any director.

There was reimbursement of travel expenses amounting to directors in respect of the year as follows:

Director	2012	2011
	£	£
Pauline Kermode	100	71

All travel expenses paid to employees, volunteers and trustees are in line with approved mileage rates set by HMRC.

**Notes to the Financial Statements
for the period ended 31 March 2012**

16. Related Party Transactions

During the year the Company had the following related party transactions with its Trustees/Senior Officers and the organisations they represent on the Board of East Riding Voluntary Action Services (ERVAS) Limited or alternatively organisations in which they hold an officer position which is not individually represented on the Board of East Riding Voluntary Action Services (ERVAS) Limited.

Organisation	Related Party	Nature of service	Amount
Humber and Wolds Rural Community Council	Penny Brown	Payroll and Associated Costs	£3,545 (payment)

Penny Brown is Chief Officer of ERVAS and Chief Executive of Humber and Wolds Rural Community Council (HWRCC). Payments represent a recharge of payroll costs and related expenses to reflect the agreed proportion of time spent on ERVAS's affairs. The amount outstanding at the year end date was £3,545 (2011: £nil).

The above transaction was conducted in accordance with the Company's internal governance procedures and represent transactions conducted at arms length and in accordance with the Company's own Charitable objects.

17. Other recognised gains and losses

There were no other recognised gains or losses.

18. Operating lease commitment

	Land & Buildings £	Other £
< 1 year	-	-
> 1 year and < 5 years	17,486	995
> 5 years	-	-

19. Members

The liability of the members is limited.

Every member of the Company undertakes to contribute such amount as may be required, not exceeding £10, to the Company's assets if it should be wound up

while he or she is a member, or within one year after he or she ceases to be a member for payment of the Company's debts and liabilities contracted before he or she ceases to be a member and of the costs, charges and expenses of winding up and for the adjustment of the rights of the contributories among themselves.

If the Company is wound up or dissolved and after all its debts and liabilities have been satisfied there remains any property, it shall not be paid to or distributed among the members of the Company but shall be given or transferred to some other charity or charities having objects similar to the objects of the Company.

20. Going Concern

The trustees consider the Company to be a going concern for a period of 12 months beyond the date of the audit report.

During the year the company secured a further three years funding from ERYC for its core SLA, was granted a one year extension from the Big Lottery Fund through its Supporting Change and Impact Funding stream and secured a new funding streams for the year ahead from East Riding PCT/NHS and is a partner on the East Riding Transforming Local Infrastructure project "New Horizons" which is funded by the Big Lottery fund and managed by Humber and Wolds Rural Community Council.