



## **SURREY CVS/VC NETWORK**

**Supporting all Councils for Voluntary Service and Volunteer Centres in Surrey**

**ANNUAL REPORT and ACCOUNTS  
FOR THE YEAR ENDED 31 MARCH 2011**



Network Members signing one Contract for Surrey County Council Funding 2011

## Surrey CVS/VC Network

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## **Surrey CVS/VC Network**

### **Annual Report of the Executive Committee for the year ended 31 March 2011**

The Executive Committee who are the Trustees of the Charity present their report with the financial statement of the Charity for the year ended 31 March 2011. The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

#### **REGISTERED**

The Charity was registered on 03 August 2007.

#### **REFERENCE AND ADMINISTRATIVE DETAILS**

##### **Registered Charity number**

1120442

##### **Registered Office**

c/o VAE, Voluntary Action in Elmbridge  
Residents House  
Community Walk  
Esher  
Surrey KT109RA

##### **Executive Committee**

Carole Ann Roycroft	Chair (appointed December 2010)
Christine Furneaux	Chair (resigned December 2010)
Sally Dubery	Treasurer
Carol Dunnett	Vice Chair (appointed December 2010)
Jean Roberts-Jones	
Des Shepherd	
Elizabeth Moore	
Sue Cox	
Sylvie Marshall	
Solette Sheppardson	

##### **Surrey CVS/VC Network is staffed by:**

Sonia Hubbard                      Development Manager

##### **Bankers**

HSBC, PO Box 160, 12A North Street, Guildford, Surrey  
CAF Bank, Kings Hill, West Malling, Kent ME19 4TA

##### **Accountants & Independent Examiners**

Wise & Co., Chartered Accountants, Wey Court West, Union Road, Farnham, Surrey GU9 7PT

## **Surrey CVS/VC Network**

### **Annual Report of the Executive Committee for the year ended 31 March 2011**

#### **Executives' Report**

The Executives are pleased to submit their annual report and independently examined financial statements for the year ended 31 March 2011. The Executives have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in March 2005, in preparing the annual report and financial statements of the charity.

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Governing Document**

The Charity is controlled by its governing document, a Constitution.

##### **Recruitment**

All potential Executives receive an induction pack which explains their role, the role of the Committee and Charity Commission requirements. New Executives are also given background information on previous Committee decisions, Committee papers, information about all services, and are invited to meet other Executives and staff. They receive a copy of the staff handbook and explanation on the current funding situation, the Business plan and future developments.

##### **Organisational Structure**

The Executive Committee administer the Charity, with regular meetings with the Network Development Manager, who is appointed to manage the day to day operations.

##### **Risk Management**

The Executive Committee have a duty to identify and review the risks to which the Charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. This is carried out at regular reviews.

#### **OBJECTIVES AND ACTIVITIES**

##### **Objectives and Aims**

The objectives and aims of the Charity is to promote and improve the efficiency and effectiveness of Councils for Voluntary Services and Volunteer Bureaux/Centres in Surrey for the public benefit by providing support, representation and the exchange of information and good practices. Provided that in carrying out these charitable purposes, the Network will seek to challenge all forms of oppression and inequality and to give priority to working with people whose full participation in society is limited by economic, political and social disadvantage.

##### **Significant Activities**

**Surrey CVS/VC Network has had and been involved in many activities over this 2010/11 reporting period. The following are examples of the most significant:**

A key aim and ongoing activity of the Surrey CVS/VC Network is to explore with various funding bodies, especially Surrey County Council, the most effective funding model for Councils for Voluntary Service and Volunteer Centres in Surrey. In conjunction with this the Network views Big Society as an opportunity to show and provide evidence of how existing Voluntary, Community and Faith Sector (VCFS) support structures and community development is working well in Surrey. In relation to this key activity of 2010/11 the Network has developed a funding proposal that takes into account the political, economic environment and the need for a parity of service to local VCFS organisations and groups across Surrey. The development of this proposal was a key achievement (detailed below) for the Network over this period. It also contributed to the Network's continuing aims, which is to increase awareness of the Surrey CVS/VC Network to its various partners.

A key aim and activity of the Surrey CVS/VC Network is to increase volunteering year on a year by year basis and record the progress of the various activities pursued to achieve this aim. This year shows a further increase in volunteering referrals, see below. The outcome is improved ways of working and service delivery for the Voluntary, Community and Faith organisations that involve volunteers, which in turn improves the support and an improved service to organisations, leading to sustained volunteering and all the related community outcomes and benefits.

All the Surrey CVS/VC Network's related Volunteer Centres are part of the national organisation, Volunteering England (VE). VE has continued with various rounds of Quality Accreditation (QA) in relation to

the key functions of a Volunteer Centre. In 2009 the Surrey CVS/VC Network agreed to approach a partnership way of working in relation to achieving a quality award for all the Volunteer Centres in Surrey. This has been a major ongoing activity for the Surrey CVS/VC Network. The final submission date for the Network's portfolio is February 2012.

The Surrey CVS/VC Network signed up to work in partnership with Vinolved Surrey. Vinolved is a three year national funded initiative, which was launched in 2008 and came to an end in March 2011. The aim of the partnership with Vinolved Surrey was to combine areas of volunteer service and to maximise resources by partnership working and to gain economies of scale and reduce duplication of efforts, all of which will benefit young people and subsequently the community in Surrey. The Volunteer Centres in Surrey developed a reciprocal approach to sharing best practice and various volunteering opportunities. This project is all about supporting the Voluntary, Community and Faith Sector groups/organisations in Surrey and to increase volunteering opportunities for young people.

The Surrey CVS/VC Network engaged with the Department for Work and Pensions (DWP) on a Work Focused Volunteer Placement Scheme in 2009 and successfully delivered the contract. The Volunteer Centres in Surrey already work in partnership with Jobcentre Plus Offices through the county. However, this scheme did focus the partnership, not with targets related to job outcomes but by aligning working processes and increasing awareness of the role of Volunteer Centres. This activity came to an end in November 2010.

The London 2012 Games is a key activity for the Network, as it is estimated that the Games will need 70,000 volunteers to operate effectively. Over this period the Network and its Volunteer Centres became engaged in various activities and preparations for 2012 and the subsequent impact on Surrey.

A key activity of members of the Network is representation, working with the local VCFS to ensure opportunities are created for them to be involved in shaping local, countywide and national policies. Acting as a conduit, representing the diverse views of local groups and organisations, plus promoting two-way communication. Members of the Network have represented and contributed to many groups and partnerships over 20010-11. The Surrey Assembly has been developed through the Surrey Infrastructure Consortium of which Network members are an integral part.

## **ACHIEVEMENTS AND PERFORMANCE**

The Surrey CVS/VC Network is made up of 10 Councils for Voluntary Service with integrated Volunteer Centres and Volunteer Outreach points. The main achievements of the Network and its members in this reporting period were as follows:

### **Surrey Council Funding Proposal**

The Surrey County Council review of funding to the members of the Surrey CVS/VC Network took place in 2010. The National Council for Voluntary Organisations, NCVO, was given the remit to lead and facilitate the review. Members of the Surrey CVS/VC Network were fully involved in the process and after the final NCVO workshop it was agreed to meet and explore a Network way forward. The Network put forward its own funding proposal in September 2010 to Surrey County Council (SCC).

The Network agrees that a successful funding model is about more than just how funding is allocated, and the Network supports an outcomes-based approach which will deliver a more efficient and equitable service across the county. The Network's 2011/12 funding proposal for one contract for SCC funding was successful and was approved by SCC in early 2011. This is a major achievement and the following is the overall agreed outcome:

The Network and its member organisations will increase the capacity of the Voluntary and Community Sector in Surrey by providing a comprehensive support service which will include the five National Association for Voluntary and Community Action core functions of a local support and development organisation and Volunteering England's six functions of a Volunteer Centre as well as Surrey County Council priorities.

The Network proposed the following outcomes and these were agreed as part of the SCC proposal:

**Services & Support** – to strengthen the Voluntary, Community and Faith Sector (VCFS) in Surrey by providing a full range of services and support from information provision to one to one advice on all relevant aspects of running a voluntary or community organisation.

**Volunteering** – through the Volunteer Centre Service the Network will provide an accessible volunteer recruitment service which will aim:

- To increase the numbers of people volunteering in Surrey and thus increase the capacity of local organisations to deliver their services.

- To increase the diversity of people volunteering by helping to break down barriers to volunteering for people in groups under represented in volunteering.
- To increase community cohesion by promoting volunteering in local communities.

**Development** – to improve service provision by identifying gaps through the mapping of current and existing services and then by working with appropriate partners help to address unmet needs and ensuring that existing groups are equipped to adapt their services to the changing needs of the community.

**Liaison** – to improve networking opportunities and collaborative working to enable the sharing of good practice, knowledge and expertise within the VCFS in Surrey.

**Representation (Local, County, Regional)** – to increase knowledge and awareness of the VCFS in Surrey to decision makers by representing the views of the VCFS and by empowering the VCFS to influence the setting of policy at both a local and county wide level.

**Strategic (Local, County, Regional)** – to maintain the VCFS's role influences local policy making and planning by the involvement in local strategic partnerships and other key planning groups.

The Voluntary, Community and Faith Sector makes a huge contribution to the lives of people in Surrey, providing a range of services and support to the county's diverse communities. The Network will continue to provide its invaluable support services to the VCFS through the development of this funding proposal.

### Surrey Volunteering Statistics 2006-11

The Volunteer Centres in Surrey collect volunteering statistics for year on year comparisons, to identify trends and to monitor the effectiveness of promotional campaigns. The following tables indicates a rise in volunteer referrals in 2010-11, which has been the trend for the last 5 years.



Volunteer Referrals 2006 end of March 2011			
2006-07	April to Sep Six month totals	October to March Six month totals	Yearly totals
Total	1187	1351	2538
2007-08	6 month totals	6 month totals	Yearly totals
Total	1502	1556	3058
2008-09	6 month totals	6 month totals	Yearly totals
Total	1790	2355	4145
2009-10	6 month totals	6 month totals	Yearly totals
Total	3136	3291	6427
2010-11	6 month totals	6 month totals	Yearly totals
Total	2956	3644	6600
Volunteer Placements 2006 end of March 2011			
2006-07	April to Sep Six month totals	October to March Six month totals	Yearly totals
Total	356	427	783
2007-08	6 month totals	6 month totals	Yearly totals
Total	436	527	963
2008-09	6 month totals	6 month totals	Yearly totals
Total	368	597	965
2009-10	6 month totals	6 month totals	Yearly totals
Total	682	871	1553
2010-11	6 month totals	6 month totals	Yearly totals
Total	788	762	1550

There is a growth in referrals; however, placements are at the same level as the previous year. These statistics demonstrate the continued growth in volunteer referrals, and the ability to support volunteer involving organisations. However, with this continued growth the Volunteer Centres are less able to focus on ascertaining whether or not the volunteer is placed. There has not been an increase in resources in the Volunteer Centres, however, improved ways of working are always explored.

## **Volunteer Centres Surrey Quality Accreditation**

Volunteer Centre Quality Accreditation is Volunteering England's national quality standard for local volunteering infrastructure. The quality standard measures a Volunteer Centre's ability to deliver the six core functions Volunteering England believes are required to create an environment within which volunteering can flourish at local level.

In 2009 Volunteering England decided to give Volunteer Centres the opportunity to jointly apply for Quality Accreditation (QA) as a partnership in the future. The Network aims to submit a partnership portfolio in early 2012. In 2010 the following groups of Network Volunteer Centre and CVS members formed around the Volunteer Centre six core functions:

### **QA Brokerage Group**

### **QA Developing Volunteering Opportunities Group**

### **QA Good Practice Development Group**

### **QA Marketing Group**

### **QA Strategic Development of Volunteering Group**

### **QA Policy Response & Campaigning Group**

There are representatives from each Volunteer Centre in Surrey on each of these groups. The partnership submission will reduce duplication of effort and save an immense amount of valuable CVS/VC Network resources. Volunteering England's Quality Accreditation supports a best practice approach which centres are embracing. The outcome is improved ways of working, which in turn gives the volunteer more support and an improved service to organisations, leading to sustained volunteering and all the related outcomes and benefits to the community in Surrey. Progress has been made in all of the above core functions areas. An example of developments includes a common Volunteer feedback survey, which all the Volunteer Centres send out to volunteers on a six monthly basis. Of the volunteers surveyed, 87% said they would recommend the Volunteer Centre to others. 70% were pleased with the welcome given by the Volunteer Centres, 89% felt it was easy to arrange a meeting with a Volunteer Centre representative. 96.4% of respondents felt that the information given by the Volunteer Centre was useful, helpful and easy to understand. This feedback on service delivery is invaluable to raise awareness of the Network's services. Other examples are joint campaign responses on key volunteering issues, plus the development of a common Learning Needs Survey to determine training needs of the organisations that Network members support.

The Vinvolved partnership project with Surrey's Volunteer Centres continued to increase the quantity, quality and diversity of volunteering for young people between the ages of 16 and 25 over the 2010-11 period. This 3 year project came to an end in March 2011. In early 2011 the partnership discussed the most effective way to bring this joint project to an end. It was agreed that the Volunteer Centres in Surrey would continue to support the Voluntary, Community and Faith groups and the volunteers already engaged in the project to ensure sustainable volunteering and ongoing development and support.

In 2009 the Surrey CVS/VC Network started to deliver the Department of Work & Pensions (DWP) Volunteering Brokerage Scheme across Surrey. Volunteering England is also a partner and views the scheme as a real success for the national network of Volunteer Centres and said '*We should all be extremely proud of the work and achievements of the network on this scheme*'. Even though the scheme is not related to job outcomes, there are people in Surrey gaining employment because of this scheme and their volunteering experience, which is a major achievement. There are varied views of the successfulness of this scheme in Surrey, with some Volunteer Centres building strong relationships with their local Job Centre Plus offices. All agreed that the scheme gives the Jobseeker the chance to explore the many volunteering opportunities in Surrey. The outcome is more support for Voluntary, Community and Faith groups across the county of Surrey, which in turns gives these groups more capacity to deliver services to the community.

The London 2012 Games will be a focus for the Network over the next 2 years. Surrey County council is waiting for verification that the main cycle race route will go through parts of Surrey. Over this period the Network and its Volunteer Centres became engaged in the discussions and preparations for 2012 and the subsequent implications for Surrey. The Network joined with partners such as, Surrey County Council, Active Surrey, Surrey Arts, the Surrey Wildlife Trust and Natural England, to plan and deliver a Workshop on Games Inspired volunteering. This was held in March 2011 and it was an opportunity for Voluntary, Community and Faith groups across the county of Surrey to increase the diversity of volunteering opportunities helping their organisations to be part of the 2012 Olympics and Paralympics legacy.

## **Representation**

The Surrey Assembly is the voice of the Voluntary, Community and Faith Sector (VCFS) in Surrey and is a group of elected individuals who represent the Sector on the Surrey Strategic partnership. The Assembly was successfully launched in 2009 and representatives of the Network continued to play a vital role in this

reporting period, representing the VCFS in Surrey. The Network also sits on the Community Foundation for Surrey's Grassroots Grant panels and an additional benefit of this role is being able to signpost to a CVS or Volunteer Centre to support a group that the panel has identified needs support with its development, e.g., accounts, constitutions to sourcing additional volunteers, etc. The Network has also represented the VCFS, nationally and regionally.

## **FUTURE PLANS**

The Surrey CVS/VC Network will in relation to funding developments in the next financial year become a Limited Company in 2011. The Network will also change its name to Surrey Voluntary Action Network and in light of all of these developments become a new charity and dissolve the current charity.

Surrey CVS/VC Network members will develop with Surrey County Council (SCC), NHS Surrey and local Borough and District Councils a proactive approach to the monitoring of the one contract for SCC funding, which will outline the agreed deliverables of the core functions of a Council for Voluntary Service and Volunteer Centre. The Network will also continue to develop an outcome reporting process over this period.

The London 2012 Games is a major opportunity for the Network and for building relationships with other partners such as, Active Surrey and members of the Surrey Sports Board, which will be a key focus for the Network in 2011. London 2012 is a key opportunity to raise the profile of volunteering and develop a volunteering legacy for after the games in Surrey.

The Network will work with the various partners to ensure that the Big Society can be implemented using the extensive networks and experience of Voluntary, Community and Faith Sector organisations/groups, staff and volunteers that already exist in Surrey.

The Network will complete an in-depth review of service areas and develop a competency based approach to delivery. There is a commitment to explore current delivery and develop new approaches, including partnership working across the county and across boroughs, so that scarce resources are fully utilised. The Network will continue to pursue alternative funding opportunities and to endeavour to improve infrastructure provision by reducing duplication and increasing collaboration.

**Surrey CVS/VC Network**

**Annual Report of the Executive Committee  
for the year ended 31 March 2011**

**FINANCIAL REVIEW**

**Reserves Policy**

Total incoming resources of £37,975 for the year. The charity continued to rely on unrestricted income support from Surrey County Council of £36,951.

The unrestricted income of £37,975 is applied in continuing the Charity's direct work in promoting and building access and information to the Voluntary, Community and Faith Sector groups.

During the year the Charity's expenditure was £62,284 resulting in net outgoing resources of £24,309.

The Executive Committee will continue to review the level of reserves to ensure sustainability in the future and the continuation of the Charity's work in the light of current income flows.

**SUPPORTERS**

Surrey CVS/VC Network runs with the support of one core funder for the Network Development Manager's post, Surrey County Council.

In addition a number of key partners provide significant support through project funding.

These include:

Surrey County Council

Surrey Infrastructure Consortium – Development funds for various Resources for CVSs to use to support their members.

A wide range of other organisations support Surrey CVS/VC Network, by providing funds, advice and resources:

Special thanks to:

Central Surrey CVS

Reigate & Banstead VS

Runnymede Association of Voluntary Services

Surrey County Council

Surrey Community Action

Tandridge Voluntary Service Council

Voluntary Action Elmbridge

Voluntary Action in Spelthorne

Voluntary Action South West Surrey

Voluntary Services Surrey Heath

Woking Association of Voluntary Service

**VOLUNTEERS**

Special thanks to the volunteers that supported Surrey CVS/VC Network. For the year ended 31<sup>st</sup> March 2011.

**ON BEHALF OF THE EXECUTIVE COMMITTEE**

Signatures: .....

Chair

Treasurer

Full Name: .....

Full Name: .....

Date: .....

Date: .....

**Surrey CVS/VC Network**

**Statement of the Executive Committees' Responsibilities**

Charity law requires the Executive Committee, to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that period. In preparing those financial statements, the Executives are required to:

Select suitable policies and apply them consistently;

- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statement on a going concern basis unless it is appropriate to assume that the Charity will continue on that basis.

The Executives have overall responsibility for ensuring that the Charity has appropriate systems of control, financial and otherwise. They are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time, the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act. 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.

Date: .....

Chairman: .....

Treasurer: .....

**Independent examiner's report to the Executive Committee of  
Surrey CVS/VC Network**

I report on the financial statements of the Charity for the year ended 31 March 2011, which are set out on pages 11 to 14.

**Respective Responsibilities of the Executive Committee and Examiner**

The Charity's Executive Committee are responsible for the preparation of the financial statements. The Executive Committee consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the financial statements under section 43 of the 1993 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commissioner under section 43(7)(b) of the 1993 Act; and
- to state whether particular matters have come to my attention.

**Basis of Independent Examiner's Report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioner. An examination includes a review of the accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

**Independent Examiner's Statement**

In connection with my examination, no matter has come to my attention:

- which gives me reasonable cause to believe that, in any material respect, the requirements:
  - (a) to keep accounting records in accordance with section 41 of the 1993 Act; and
  - (b) to prepare financial statements which accord with the accounting records and to comply with the accounting requirements of the 1993 Act have not been met; or
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

.....  
Mark Dickinson FCA  
Wise and Co  
Chartered Accountants  
Wey Court West  
Union Road  
Farnham  
Surrey GU9 7PT  
  
Date: .....

**Surrey CVS/VC Network**

**Statement of Financial Activities  
for the year ended 31 March 2011**

	Notes	Unrestricted Funds £	Restricted Funds £	2011 Total £	2010 £
<b>INCOMING RESOURCES</b>					
<b>Incoming resources from generated funds</b>					
Voluntary Income		36,951		36,951	73,621
Activities in furtherance of the Charity's objectives		939		939	9,891
Investment Income	2	85		85	63
<b>Incoming resources from charitable activities</b>					
<b>Total Incoming Resources</b>		<b>37,975</b>		<b>37,975</b>	<b>83,575</b>
<b>RESOURCES EXPENDED</b>					
Costs of Generating Funds		-		-	5,113
Activities in furtherance of the Charity's objectives		59,476		59,476	59,403
Governance Costs	3	2,808		2,808	2,035
<b>Total Resources Expended</b>		<b>62,284</b>		<b>62,284</b>	<b>66,551</b>
<b>NET (OUTGOING) / INCOMING RESOURCES</b>		<b>(24,309)</b>		<b>(24,309)</b>	<b>17,024</b>
Fund balances b/fwd at 1 April 2010		73,110		73,110	56,086
Fund balances c/fwd at 31 March 2011		48,801		48,801	73,110

The notes form part of these financial statements

**Surrey CVS/VC Network**

**Balance Sheet  
as at 31 March 2011**

	Notes	£	2011	£	£	2010	£
<b>FIXED ASSETS</b>							
Tangible Fixed Assets	5			571			6,196
Investments	6			36,772			25,272
<b>CURRENT ASSETS</b>							
Cash at bank and in hand			11,491			3,920	
Debtors	7		5,161			42,088	
			<hr/>			<hr/>	
			16,652			46,008	
<b>CREDITORS</b>							
Amounts falling due within one year	8		5,194			4,366	
			<hr/>			<hr/>	
<b>NET CURRENT ASSETS</b>				11,458			41,642
				<hr/>			<hr/>
<b>NET ASSETS</b>				<b>48,801</b>			<b>73,110</b>
				<hr/>			<hr/>
<b>FUNDS</b>							
Unrestricted:							
General Fund				<b>48,801</b>			<b>73,110</b>
				<hr/>			<hr/>

The financial statements were approved by the executives on .....  
and signed on their behalf by:

Date: .....

Chair: .....

Treasurer: .....

The notes on pages 13 to 14 form part of these accounts.

## Surrey CVS/VC Network

### Notes to the Financial Statements for the year ended 31 March 2011

#### 1. ACCOUNTING POLICIES

##### Accounting Convention

The financial statements have been prepared under the historical cost convention, and in accordance with the applicable accounting Standards and the Statement of Recommended Practice "Accounting by Charities" (Revised 2005) and the Charities Act 1993 (amended 2006).

##### Recognition of Incoming Resources

These are included in the Statement of Financial Activities (SoFa) when:  
the charity becomes entitled to the resources;  
the executives are virtually certain they will receive the resources; and  
the monetary value can be measured with sufficient reliability.

##### Funds

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the executives.

There were no restricted funds held for the year ended 31 March 2011.

##### Allocation of Expenditure

###### Cost of generating voluntary income

This represents those costs attributable to creating awareness of the charity.

###### Activities in furtherance of the charity's objectives

The activities carried out cover both the provision of charitable services and support costs associated with furtherance of the charity's objectives.

###### Governance of the Charity

This represents those direct costs attributable to governance of the charity.

##### Liability Recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

##### Fixed Assets for Charity use

These are capitalised if they can be used for more than one year, and cost at least £100. They are valued at cost or a reasonable value on receipt.

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost of each asset over its estimated useful life, as follows:

Computer Equipment	3 years
Office Equipment	5 years

##### Stocks

Stocks are written off in the year in which expenditure is incurred, as year end stocks are not considered to be material.

##### Taxation

The charity is exempt from corporation tax on its charitable activities.

##### Investment Assets

Investments held as fixed assets are revalued at their mid-market value at the balance sheet date. Gains or losses are reflected in the Statement of Financial Activities.

#### 2. INVESTMENT INCOME

	Unrestricted Funds	Restricted Funds	2011 Total	2010 Total
	£	£	£	£
Bank Interest	7		7	22
Deposit Interest	78		78	41
	<b>85</b>		<b>85</b>	<b>63</b>

**Surrey CVS/VC Network**

**Notes to the Financial Statements  
for the year ended 31 March 2011**

**3. GOVERNANCE COSTS**

	Unrestricted Funds £	Restricted Funds £	2011 Total £	2010 Total £
Accountancy Fees	2,321		2,321	1,448
Meeting Costs	487		487	587
	<b><u>2,808</u></b>		<b><u>2,808</u></b>	<b><u>2,035</u></b>

**4. STAFF COSTS**

	Unrestricted Funds £	Restricted Funds £	2011 Total £	2010 Total £
Wages and Salaries	32,775		32,775	32,775
Social Security Costs	3,388		3,388	3,463
	<b><u>36,163</u></b>		<b><u>36,163</u></b>	<b><u>36,238</u></b>

There was one full time employee during the period.

No employee earned more than £60,000 in the year.

**EXECUTIVES' REMUNERATION**

None of the Executives received remuneration in the period. No expenses were reimbursed during the year.

**5. TANGIBLE FIXED ASSETS**

	Computer Equipment £	Office Equipment £	Total £
<b><u>COST</u></b>			
At 01 April 2010	22,184	184	22,368
Additions	-	-	-
Disposals	-	-	-
As at 31 March 2011	<u>22,184</u>	<u>184</u>	<u>22,368</u>
<b><u>DEPRECIATION</u></b>			
At 01 April 2010	16,037	135	16,172
Charge for year	5,588	37	5,625
On disposals	-	-	-
As at 31 March 2010	<u>21,625</u>	<u>172</u>	<u>21,797</u>
<b><u>NET BOOK VALUE</u></b>			
31 March 2011	<u>559</u>	<u>12</u>	<u>571</u>

**6. FIXED ASSETS INVESTMENT**

	2011 Market Value £	2010 Market Value £
Cash held as part of investment portfolio	<u>36,722</u>	<u>25,272</u>

Deposited with CAF Bank

**7. DEBTORS**

	2011 £	2010 £
Prepayments	5,161	4,808
Accrued Income	-	36,670
Other Debtors	-	610
	<u>5,161</u>	<u>42,088</u>

**8. CREDITORS AMOUNTS FALL DUE WITHIN ONE YEAR**

	2011 £	2010 £
Accruals	1,545	2,270
Other Creditors	<u>3,649</u>	<u>2,096</u>
	<u>5,194</u>	<u>4,366</u>

**Surrey CVS/VC Network**

**Detailed Statement of Financial Activities  
for the year ended 31 March 2011**

	2011 £	2010 £
<b>INCOMING RESOURCES</b>		
<b>Voluntary Income</b>		
Grants Surrey County Council - LPSA	36,951	73,621
<b>Investment Income</b>		
Deposit Account Interest	78	41
Current Account Interest	7	22
<b>Incoming Resources from Charitable Activities</b>		
Membership fees	(59)	-
Expenses reimbursed	998	-
General	-	249
Central Surrey CVS	-	1,226
RAVS	-	615
Reigate & Banstead VS	-	935
Runnymede	-	270
Surrey CA	-	610
Surrey County Council	-	-
TVSC	-	773
Voluntary Action Elmbridge	-	1,224
Voluntary Action Surrey Heath	-	1,188
Voluntary Action South West Surrey	-	589
Voluntary Action Spelthorne	-	1,137
WAVS	-	1,085
	<hr/>	<hr/>
<b>TOTAL INCOMING RESOURCES</b>	37,975	83,575
<b>RESOURCES EXPENDED</b>		
<b>Charitable Activities</b>		
Wages & Salaries	36,163	36,238
Payroll Expenses	100	116
Recruitment	125	1,367
Advertising	-	5,113
Training & Training Materials	920	-
Travel	3,384	3,400
Utilities: Gas & Electric	1,272	1,484
Telephone	2,019	910
Printing	75	78
Postage	22	5
Stationery	28	256
Network Database Support	8,118	1,211
Office Supplies	208	-
Volunteer Expenses	-	18
Website Hosting	-	600
Subscriptions	164	63
Insurance	262	282
Childcare	-	-
Expenses Equipment	-	149
Other Expenses	506	56
Computer Software Support	485	5,739
Depreciation:		
Computer Equipment	5,588	7,394
Office Equipment	37	37
	<hr/>	<hr/>
	59,476	64,516

**Surrey CVS/VC Network**

**Detailed Statement of Financial Activities  
for the year ended 31 March 2011**

<b>Governance Cost</b>		
Accountancy	2,321	1,448
Meetings	487	587
	<hr/>	<hr/>
	2,808	2,035
	<hr/>	<hr/>
<b>TOTAL RESOURCES EXPENDED</b>	<b>62,284</b>	<b>66,551</b>
	<hr/>	<hr/>
<b>NET (LOSS) / INCOME</b>	<b>(24,309)</b>	<b>17,024</b>
	<hr/>	<hr/>

This page does not form part of the financial statements