



One Strong Lead for the Voluntary & Community Sector in Torbay

Annual Report 2010/11

This report covers the period 1st January 2010 – 31st March 2011

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Registered Charity Number 262569 (until 31 March 2011)
 Registered Charity Number 1140896 (WEF 1 April 2011)
 Registered Company Number 07546840 (WEF 1 April 2011)

Member of the NAVCA
 Member of NCVO
 Member of Volunteering England

HONORARY OFFICERS

PRESIDENT	The Chair of Torbay Council
VICE PRESIDENT	Ann Passmore
CHAIR EXECUTIVE COMMITTEE	Belinda Hyland
VICE CHAIR	Judy Punshon
CHAIR COUNCIL	Belinda Hyland
HONORARY TREASURER	John Coatham

The Executive Committee

Members are elected or co-opted at the AGM from and by member organisations. Elected members serve for 3 years (one third retire annually). They determine policy and manage the affairs of CVA Torbay. Officers of the Executive Committee are ex officio members of any standing committees. The Executive Committee meets bi monthly to determine policy and manage the affairs of Community and Voluntary Action Torbay. There were 6 full meetings of the Executive Committee within the period of this report.

EXECUTIVE COMMITTEE

(Elected by member organisations)

		Term of office	Attendance
John Coatham	Individual member	2005 - 2012	5/6
John Dudley	Job Centre Plus	2007 – 2010 retired 15 June 2010	
Judy Punshon	Torbay LINK	2000 - 2011	2/6
Belinda Hyland	Individual member	2001 - 2013	6/6
Romana Mewett	Individual member	2003 - 2013	4/6
Pam Milne	Individual member	2009 – 2012 retired 20 April 2010	
Iris Butler	Individual Member	2009 - 2013	6/6
Joan Farleigh	Job Centre Plus	2010 – 2013	3/4
Lynda Wheeler	A4e	2010 – 2011 retired 31 March 2011	
Michael Wickens	Barnardos	2010 – 2013	3/4
Margaret English	Individual Member	co-opted 19 th October 2010	3/3

Standing Committees (Appointed and reviewed annually by Executive Committee, operate within agreed Terms of Reference)

Management

Belinda Hyland	Chair Executive Committee
John Coatham	Honorary Treasurer
Rebecca Pearse	Chief Executive Officer resigned December 2010
Rose Sanders	Deputy CEO/Information Officer w. e. f. December 2010
Rachel Martin	Finance/Office Manager

What is Community and Voluntary Action Torbay – CVA Torbay?

CVA Torbay is

- a local registered charity established in 1895 with over 115 years experience in helping local voluntary groups
- an organisation formed and run by local voluntary organisations to promote, support and develop local voluntary activity.
- an independent voluntary organisation receiving support from Torbay Council and Torbay Care Trust
- a member of the National Association of Voluntary and Community Action, National Council for Voluntary Organisations and Volunteering England

Membership of CVA Torbay is open to local voluntary organisations that have:-

Charitable purposes.
A local management committee
Independently audited accounts

Mission Statement

CVA Torbay helps local groups help local people.

Aim

To promote, develop and support voluntary activity in Torbay.

Objectives

To further the efficiency and effectiveness of local voluntary action.

To support Community development and advocate on issues relevant to VCS in Torbay

To develop and maintain effective communication networks between voluntary organisations and statutory agencies.

To promote and develop partnership working between voluntary and statutory agencies and enable local groups to take part in strategic planning and service delivery.

To provide appropriate information, training and support to local voluntary organisations.

To ensure the sustainability of CVA Torbay and the voluntary sector.

* * *

The Executive Committee, staff & volunteers are always pleased to offer help and assistance to further the work and effectiveness of the voluntary sector in Torbay.

Core Staff

Chief Executive Officer	Rebecca Pearse (until 31 December 2010)
Deputy Chief Executive Officer / Information Officer	Rose Sanders (WEF 1 December 2010)
Finance & Office Manager	Rachel Martin

Project staff

Volunteering Development Officer	Eloise Elson
Third Sector Development Officer	Janette Oxley
V Base Officer	Wendy Webb
Community Fundraiser	Robin Causley WEF 28 February 2011

In addition to the paid staff there have been 2 volunteers actively engaged in the work of CVA Torbay.

Volunteer Staff

Volunteer V-Base Assistant	Ron Hall
Volunteer IT Support (Torcom on Friday) until November 2010	Wendy Webb

Public Benefit

The summary of activities in this report relate to CVA Torbay charitable aims as set out in the Constitution:-

‘To promote any charitable purpose for the benefit of the community in the local government district of Torbay and in particular the advancement of education, the protection of health and the relief of poverty, distress and sickness, and in the furtherance of the said purposes, but no further or otherwise to promote co-operation in the achievement of the same and to that end bring together in council representatives of the voluntary organisations and statutory authorities within the area of benefit.’

By promoting, supporting and developing voluntary activity CVA Torbay has undertaken activities that have benefited voluntary and community groups in Torbay, their volunteers, members and service users and wider Torbay community. The provision of information, training course, promotion of volunteering, provision of meeting rooms, office accommodations, funding advice, piloting accreditation for volunteers, accessing external funding etc has enabled local voluntary groups to continue to provide quality services that meet the needs of Torbay. The services provided by CVA Torbay have been open and accessible to all voluntary and community groups in Torbay.

Report from Acting CEO

Supporting, Representing and Liaising on behalf of the Voluntary and Community Sector (VCS)

2010 was a challenging year for CVA Torbay and its Staff team for a number of reasons, including the rapidly changing arena both nationally and locally in which we work, a large work load, shortage of staff hours and sadly a number of close family bereavements and periods of ill health. Despite this the Team held together and continued to work well and I would like to acknowledge the dedication the team have shown during this time.

Some of my areas of work include:

Representing the sector at **Torbay Strategic Partnership** to advocate on VCS issues and raise awareness.

Representation - To grow the channels of communications between statutory agencies and the voluntary sector and provide opportunities to facilitate representation.

Strategic Development of Volunteering - As the local experts on volunteering we inform strategic thinking and planning at a regional and national level.

Policy Response and Campaigning - We identify proposals or legislation that may impact on volunteering and participate in campaigns on issues that affect volunteers or volunteering. We campaign proactively for a more volunteer-literate and volunteer-friendly climate.

Representing the VCS on the **Children's Trust Commissioning Board** and raised issues relevant to groups working with children and young people

Chair of Torcom - the charity consortium for Torbay of which CVA Torbay is **Lead body**

Representing the sector on **TTIG – the Torbay Together Involvement Group**

Liaison – ongoing development and maintenance of effective networks of communication and partnerships between voluntary organisations and statutory agencies including facilitating a clear route to consultations via www.torcom.org.uk/consultations

Supporting Community Partnerships by sitting on the **Community Partnerships Management Board**

Good Practice Development - We promote good practice in working with volunteers to all volunteer involving organisations.

Maintained a weekly '**Network**' column in the **Herald Express** alerting voluntary/community groups and the public to issues relevant to voluntary activities.

A monthly (or on occasions bi-monthly) **Newsletter** to CVA members and Stakeholders

Provided meeting rooms and accommodation for various voluntary groups.

Support -To provide appropriate information, training, finance and support services to local voluntary organisations via Torcom online www.torcom.org.uk and email bulletins. (My information role includes supporting the maintenance of the web portal as a communication and promotional tool for voluntary and community groups in Torbay).

I have been very fortunate to have had voluntary support from my colleague Wendy Webb who spent a period of time working with me on the support of Torcom the web portal on her day off, I am very grateful to her for the many hours of her time she gave.

Rose Sanders Deputy CEO/Information Officer

Promoting, Developing and Supporting Voluntary Activity

At CVA Torbay we provide support at a local level to individual volunteers and volunteer involving organisations.

LAA Stretch target to increase the number of people actively involved in volunteering achieved:

- Increase in volunteering from 15% to 17.9%
- A further 309 people supporting charitable organisations as Trustees

The Big Society; a concept that many will say has been around for a long time. If nothing else by the simple fact of adding a title 'Big Society' this has proven to awaken a lot of kindred spirits and has indeed already seen to assist with developing partnerships locally and building communications between agencies. The following will give you a small snapshot of the work undertaken in the past year regarding Volunteering Development.

During the course of 2010 I was lucky enough to touch base with many of you and assist with various different tasks and ideas that you had. In addition to this I was also able to welcome in the region of 20 new organisations to the support offered by CVA Torbay. This is fantastic news and many have subsequently benefited in numerous ways.

Raising awareness of voluntary activity in Torbay continues to be a major part of my role. With railings banners & bus shelter posters regularly placed around the bay advertising the benefits of volunteering; 2010 saw a further increase in applications and enquires. With the assistance and support of Torbay Council communications and design team I was instrumental in the design and editorial work for the Torbay View magazine and the Council Tax booklet sent out with the 2011 Council Tax invoices. The focus of these 2 articles is the introduction of the new idea of 'occasional volunteering' for those people who would like to contribute some time to the community but can't or do not want to commit to regular volunteering.

As most of you are aware CVA Torbay has a valuable column in the Herald Express each Friday called Network for which I have contributed towards in various ways including a number of articles promoting your work in the community and helping with your recruitment.

Many new and exciting projects and relationships have been started and further developed including the fabulous 'Outside the Walls' programme run by members of Upton Vale Church. This completely volunteer led programme assisted 12 charitable/community groups locally in numerous different ways; for example helping Caring Cancer Trust with a bag pack at Iceland supermarket & assisting Street Wardens with gardening for the elderly in Hele Village. We have also been in discussion with Devon & Somerset Fire and Rescue Service and the Police Safer Communities team looking at volunteering opportunities within both organisations and assisting with the start up process. Numerous employment agencies have looked to us for support recently and we have helped many with presentations detailing the individual benefits involved with volunteering for the future.

Volunteers Week 2010



Samaritans of South Devon volunteers enjoying the day

Childline Southwest representatives spreading the message about keeping our children safe



Volunteers Week is a National Celebration of all things voluntary and here at CVA Torbay we organise and coordinate an annual event to mark the occasion. 2010 was an extremely successful occasion with more than 24 local community and voluntary groups sharing their knowledge and expertise with members of the public. We were so pleased with the outcome that we are now looking at the possibility of expansion of this event making it bigger and better for all concerned.

December 2010 saw us pilot a Christmas present wrapping service as a group fundraising opportunity and we are confident based on its success that many more groups will want to join this project next year.

With the Olympic Games just around the corner lots of discussion has taken place with Torbay's Community Sports Partnerships and Active Devon looking at further developing & building relationships with the ever increasing voluntary sports sector.

It has been a fantastic and exciting year and that has seen us discuss & begin lots of positive, exciting and engaging plans moving us into 2011; all of which I am very much looking forward to being a part of.

Eloise Elson, Volunteering Development Officer

The Volunteer Bureau (VB) assists both local community organisations that are looking to recruit potential volunteers, and also support potential volunteers who are looking for opportunities. This is done by both signposting to the Do-it website at www.do-it.org.uk and offering interviews for potential volunteers to enable them to identify and apply for their chosen opportunity.

We promote the significant benefits that volunteering has for individuals, communities and organisations alike and how people who volunteer, develop a real sense of belonging in their communities. Potential Volunteers who approach CVA either in person or by phone are signposted to the volunteering opportunities we upload to the 'Do-It' website at www.do-it.org.uk with the recorded signposting figure at 566. Currently we hold 196 active volunteering opportunities in various roles posted on Do-it.

During the 15 month period January 2010 to March 2011 total applications for opportunities held on our database were 1108 and enquiries for opportunities were 868. One 2 one interviews with potential volunteers totalled 119. Clearly a positive impact on volunteering in the Bay hence we plan to continue increasing interviews and follow ups as required. A high percentage of our enquiries and applications are via the Do-it website but I am now recording more potential volunteers that have been signposted to the VB from the library, Job Centre, Pathways, Health organisations etc. and are steadily increasing in numbers. As these numbers grow it highlights the definite need to identify and break down the barriers into volunteering for people who have additional needs and would benefit from extra support to volunteer. These include people with learning difficulties, mental health sufferers, ex offenders, people looking to volunteer in recovery from addiction, or even simply people who have poor self esteem and lack of confidence. Properly supported this type of volunteering is hugely beneficial both to the organisation and to the individual. This is potentially a vast untapped resource of both skills and dedication available to many organisations.

During the past 15 months requests for statistical evidence have been received from external agencies such as Community Partnerships/ Devon Audit Partnership & Safer Communities Torbay. We delivered workshops at the 'Procuring Our Future Together' Conference in September and successfully provided 2 free training courses through Basis Big Lottery funding for volunteer coordinators/ managers working in the Bay.

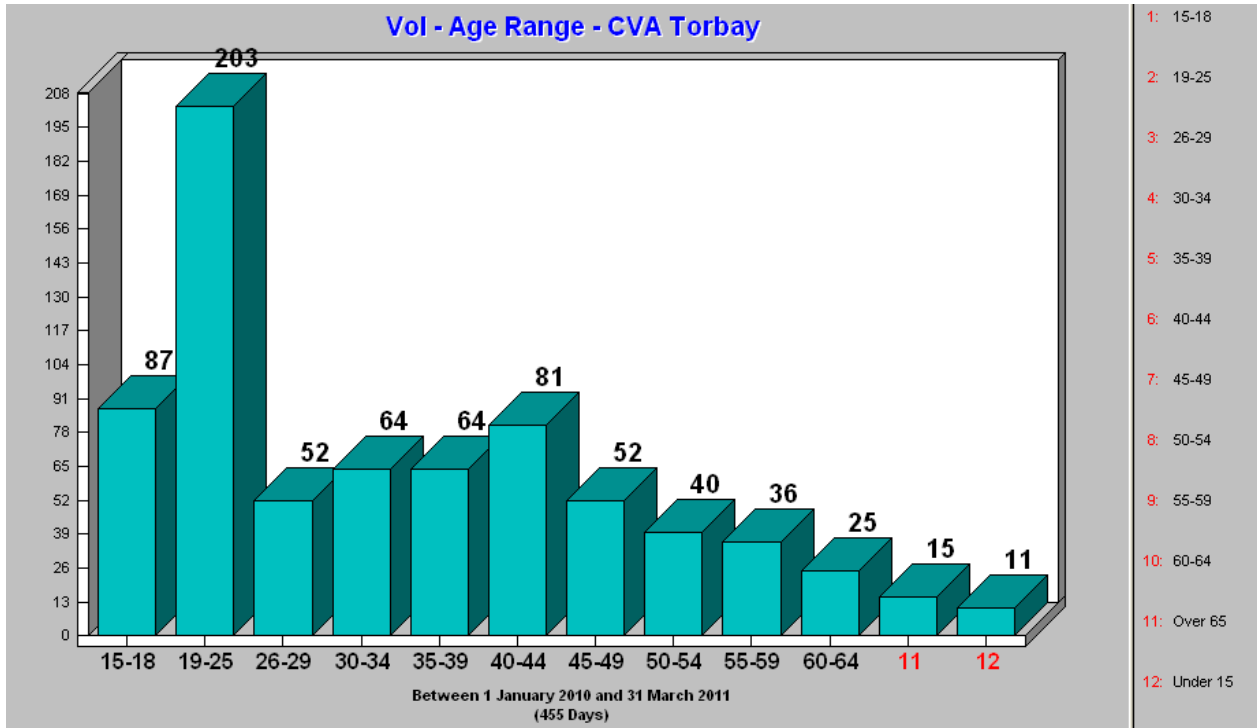
Now the VB is experiencing direct support requests for face to face meetings from local organisations. I have assisted with writing volunteer descriptions/ application forms, recruitment process, shared information re volunteers and law, expenses, etc.

I would like to thank our volunteer Ron Hall for the continuous dedication given to CVA Torbay and for the time he gives every week in the VB, regularly assisting with interviews, providing volunteering information and maintaining regular contact with the organisations. Ron always brings a bright cheerful smile to the office and I appreciate all the support he has given me.

Looking forward CVA Torbay are in process of creating a pool of volunteers where we can use the skills and professionalism of the volunteers for the benefit of local organisations and the wider community, this will enable residents who are unable to volunteer due to work & family commitments to remove the barriers and engage in one off/ short term volunteering. I am very excited about the possibilities this could open and look forward to being a part of the CVA team for another year.

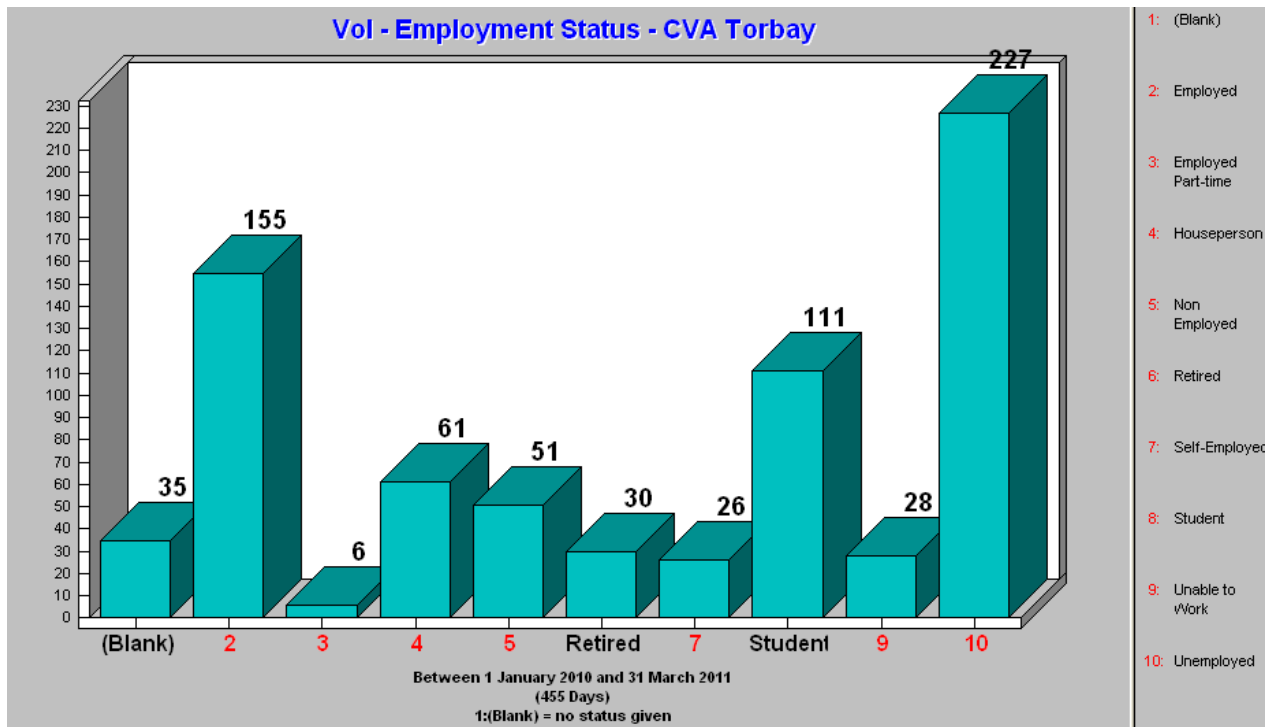
Wendy Webb Volunteer Bureau Officer

Age range of all volunteers held on the Volunteer Bureau database between



1 January 2010 and 31 March 2011

Employment Status of all volunteers held on the Volunteer Bureau database between 1 January 2010 and 31 March 2011



Wendy Webb Volunteer Bureau Officer

Third Sector Development

The phrases Big Society and Civil Society had not been coined on the political scene back in January 2010, so the role title might now seem a little outdated.

However, the development of the voluntary sector has always been at its heart, and the work has evolved as time progresses and whatever new ideas rise to the surface.

The role is connected to Torcom, the Torbay Consortium, a group of voluntary and community organisations who have joined together to work for the mutual benefit of the Bay and its population. Their aim is to be a strong, influential voice for the voluntary sector and to encourage working alliances to bid for contracts to deliver services which meet the needs of the Torbay community.

The third sector development officer supports the board of Torcom through co-ordination and facilitation. The role also involves building relationships to encourage more partnerships within the VCS and between the VCS and statutory agencies. It is also there to help the development of sub-consortia.

In February 2010, the Torbay Children and Young People's consortium held its second-ever meeting at the Windmill Centre in Hele. It was a showcase for the many diverse and valuable projects being worked on by those organisations involved with children and young people in Torbay. Since then the member groups have worked ever more closely and are currently involved in bidding as a consortium for a £900,000 grant to help disadvantaged families in Torbay. Its influence has also increased. Representatives have come out of the Children and Young People's consortium to work on workforce development, training and to sit on the Children's Trust.

Developing a renewed local Compact has been a major piece of work over the period. On March 17th 2011 the draft document was endorsed by the Torbay Strategic Partnership. Using principals from the National Compact produced in December 2010, the new local Compact also took in the themes and messages from a consultation event at a conference for the voluntary sector in Torbay in September 2010. Work is now being done to create a valid accountability and monitoring procedure which will see the new document adhered to for the benefit of both the voluntary and public sectors.

With a new council only recently elected, work began in March with the aim of introducing the newly-elected members to their local VCS and forging even greater links.

I thank everybody for all the fantastic relationships I have made during my role, for the heartfelt passion people hold for their work, which I come into contact with daily. In these unpredictable and ever-changing times, long may it continue.

Janette Oxley, Third Sector Development Officer

Community Fundraising

I was appointed in the above role in March 2011, the post being jointly funded by CVA Torbay and Torbay Community Partnerships. My role is to engage, inspire, motivate, and build the capacity of groups to write funding bids for their own organisation. It is also my remit to ensure that groups are able to access advice and support to pursue their projects as well as encouraging them to become more "entrepreneurial". Amongst plans I intend to develop and implement in the coming year are:

- setting up a Fundraisers Forum, so that those responsible for fundraising in the voluntary and community sector can meet together;
- network, exchange ideas and information, and also;
- receive presentations from funders, and fundraising experts etc.

I'm also planning to:

- put on training on fundraising and related training issues;
- to utilise the CVA Torbay and Torcom websites for funding advice and information; and
- to explore other means of communication to ensure the voluntary and community sector can receive the latest news on fundraising opportunities quickly and accessibly.

In an advisory capacity I will:

- undertake funding searches;
- give tips and pointers on applications for funding;
- check applications and give feedback; and
- liaise with funding bodies on behalf of individual organisations-or the voluntary and community sector in Torbay as a whole

Finally I am tasked with producing a Fundraising Strategy for the voluntary and community sector in Torbay which I will undertake following full consultation with all relevant stakeholders.

Robin Causley Community Fundraiser

2011/12 Priorities

There are outstanding priorities from previous years which need to be addressed with some urgency. These are identified in the refreshed list for this year.

1. To achieve a level of capacity and competence to be 'Commissioning Ready'. i.e. able to tender for contracts as an infrastructure organisation, with additional capability to support the development of partnerships and sector delivery of key services. This is a strategic priority, carrying highest risk and will involve up front investment enabling adequate capacity to provide credible bids for future tenders. (Updated Business Plan and Fundraising Strategy to be created)
2. To secure an effective and accessible database. This is a carry forward from previous years. We need to be better able to offer timely and accurate information. (New Communications Plan)
3. To achieve appropriate Quality Mark. This is a carry forward from previous years and is essential in a competitive market place. (Quality Assurance Strategy)
4. To achieve Volunteer Centre Accreditation. This is a carry forward from previous years. It is intended in addition to establish full brokerage and a high profile Volunteer Bureau with a shop front. A more visible profile with easy access to all three towns is a very desirable component given greater priority by potential Community Asset Transfer opportunities. Items 2, 3 and 4 are all essential. Each is inter dependent and will be progressed rapidly (New Volunteer strategy and Implementation Plan)
5. Redundancy Support Group To demonstrate delivery capacity and respond to topical community need.
6. Further develop CVA Torcom in support of Community Partnership Development.
7. Membership Development. CVA Torbay has much to offer Torbay Communities and needs to do a better job of marketing its potential and achievements. A portfolio of membership benefits is required with commensurate increase in affiliation.
8. Voluntary Participation in service delivery by core agencies. E.g. Home/Community Visitors for Fire Brigade. Crime Prevention Advice/ Neighbourhood Watch/Restorative Approach co-ordination for Police Service. Vulnerable persons support visits for Health Service. Service delivery in a variety of areas of community support creates many opportunities for social enterprise which CVA Torbay intends to develop.

LIST OF AFFILIATED GROUPS

ACE - Access to Community Education
Age UK Torbay
All Saints' Church Torre
Alzheimer's Society South Devon Branch
Animals In Distress
Bridge Associates
British Red Cross Society (Project Torbay)
Brixham Baptist Church Youth Groups and the Island Club
Brixham Does Care
Brunel Patient Support Group
Caring Cancer Trust
Cary Park Junior Tennis Club
CHAD - Centre for the Handicapped and Disabled
Chelston Community Association
Cherryaiders
Chilcote Care
Chill'd Out Youth Project
Community Care Trust (S Devon) Ltd-Abbey Road Resource Centre
Cool Recovery Ltd
Corner Care Patient Support Group
Cruse Bereavement Care - South Devon
Dart Sailability Group
Devon County Association for the Blind
Devon Spirit Healing
Diabetes UK (South Devon Voluntary Group)
Disabled Sailing Association
Epilepsy Action (Torbay Branch)
Feline Network
Friends of Old Mill
Friends of Torre Abbey
Hele's Angels
Home Start Torbay
INDIGO's
Karing Voluntary Group
Lichfield Area Tenants Residents Association
Lions Club of Babbacombe and St Marychurch
Lupton Trust
MASH - Mutual Aid & Self Help
Multiple Sclerosis Society South Devon Branch
Ocombe/Fairwinds Association
Parkinson's UK (Torbay & District Branch)
Pilgrim BM 45 Trust Ltd
Play Torbay
Prison Advice & Care Trust Project - 'Just People'
Relate South Devon
Riviera Concert Brass
Riviera Life Church - Loaded Youth Group
Rotary Club of Paignton
Rowcroft Hospice
Royal British Legion Torquay Branch
Royal National Mission to Deep Sea Fishermen. R.N.M.D.S.F.
Samaritans of South Devon
South Devon Carers Consortium
South Devon Healthcare (Voluntary Services)
St Anne's Hall (Babbacombe) Ltd
St Martin's Church
Stable Friends
STEPS - Special Toys Educational Postal Service
Stroke Association (S West Region) (The)
TIC TAC
Torbay and South West of England Festival
Torbay Citizens Advice Bureau
Torbay Coast & Countryside Trust
Torbay Disability Information Service
Torbay LINK
Torbay Mencap Society
Torbay Prostate Support Association (TPSA)
Torbay Quaker Meeting
Torbay Tapes
Torch Project (The)
Victim Support In Devon
Vocal (Independent Advocacy)
Willows and New Barton Community Association
Young at Heart - Torbay
Youth Enquiry Service

PROFESSIONAL SERVICES

BANKERS:

CafBank Ltd
25 Kings Hill Avenue
West Malling
Kent
ME19 4JQ

SOLICITORS

Messrs Hooper & Wollen
Carlton House
30 The Terrace
Torquay
TQ1 1BS

INDEPENDENT EXAMINERS:

Messrs Hawes Richards
17 The Terrace
Torquay
TQ1 1BN

INVESTMENT PORTFOLIO MANAGERS:

Charles Stanley & Co Ltd
Broadwalk House
Southernhay West
Exeter
EX1 1TS

ACKNOWLEDGEMENTS

CVA Torbay acknowledges financial support from:



CVA Torbay would also like to thank:

Brixham News

Herald Express

for their support during the year.

COMMUNITY & VOLUNTARY ACTION TORBAY

Formerly
Torbay Voluntary Service

Period 1st January 2010 – 31st March 2011

Registered Charity No. 262569

11 CASTLE ROAD
TORQUAY
TQ1 3BB

I N D E X

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COMMUNITY & VOLUNTARY ACTION TORBAY
Formerly
Torbay Voluntary Service

LEGAL AND ADMINISTRATIVE INFORMATION
Period 1st January 2010 – 31st March 2011

Status

Torbay Voluntary Service was established by constitution as an unincorporated association in 1895 and is registered with the Charity Commission – No. 262569.

Organisation

The policy and general management of the affairs of the charity are directed by an Executive Committee whose total membership is determined from time to time by the committee, provided that the total membership shall be 12 or such greater number as is divisible by three. The committee meets not less than four times a year. Elections to the Executive Committee are made at the Annual General meeting for a period of three years. One-third of the elected members retires each year but such members are eligible for re-election. The persons serving on the Executive Committee during the year, and since the year end, are as follows:

I Butler (Appointed 4 th May 2010)	R Mewett
J Coatham (Treasurer)	P Milne (Resigned 20 th April 2010)
J Dudley (Resigned 15 th June 2010)	J Punshon
M English (Co-opted 19 th October 2010)	L Wheeler (Appointed 4 th May 2010, Resigned 31 st March 2011)
J Farleigh (Appointed 4 th May 2010)	M Wickens (Appointed 4 th May 2010)
B Hyland (Chair)	

Recruitment of Trustees

The recruitment of new trustees is from representatives from member organisations and they are appointed at the Annual General Meeting.

Address Community & Voluntary Action Torbay
11 Castle Road
Torquay TQ1 3BB

Holding Trustees Official Custodian for Charities

Accountants Hawes Richards & Company
17 The Terrace
Torquay
TQ1 1BN

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

Investment Managers Charles Stanley
Broadwalk House
Southernhay West
Exeter EX1 1TS

Solicitors Hooper & Wollen
Carlton House
30 The Terrace
Torquay TQ1 1BS

COMMUNITY & VOLUNTARY ACTION TORBAY
Formerly
Torbay Voluntary Service

REPORT OF THE TRUSTEES
Period 1st January 2010 – 31st March 2011

The trustees present their report and the financial statements for the period 1st January 2010 to 31st March 2011. The legal and administrative information set out on page one forms part of this report. The financial statements comply with current statutory requirements and the Statement of Recommended Practice - Accounting and Reporting by Charities. (SORP 2005) issued in March 2005.

Objects

The objects of the Charity are “to promote any charitable purposes for the benefit of the community in the local government district of Torbay, and, in particular, the advancement of education, the protection of health and the relief of poverty, disease and sickness, and in the furtherance of the said purposes, but not further or otherwise, to promote and organise co-operation in the achievement of the same and to that end, bring together in council representatives of the voluntary organisations and statutory authorities within the area of benefit”.

Chairman's Report

2010 has been another challenging year with a number of significant changes. The most important being the change of name from Torbay Voluntary Service to Community and Voluntary Action Torbay (CVA Torbay). This decision was taken, after consulting our members, in order to more correctly reflect the range and reach of our work and to bring us in line with our national organisation, the National Association for Voluntary and Community Action (NAVCA). In addition, appropriate steps were taken during the year to enable the organisation to become a Company Limited by Guarantee following the end of the current financial year, which was extended to 31st March 2011.

It was with regret that the CEO, Rebecca Pearse, resigned from her post due to ill health at the end of 2010 following an extended period of absence and a new CEO has yet to be appointed. During this difficult time the team of staff and volunteers has continued to work hard to keep the organisation running efficiently and the Trustees of CVA Torbay would like to thank them for their continued commitment and loyalty.

The charitable aims of Community and Voluntary Action Torbay remain unchanged and the Trustees consider that, through its activities of support and representation on behalf of the Voluntary and Community Sector and in promoting, developing and supporting voluntary activity within Torbay, CVA Torbay has demonstrated that its aims are for the public benefit.

We have represented the VCS on an increasingly wide range of Partnership Boards including the Torbay Strategic Partnership, the Children’s Trust Commissioning Board and Community Partnerships Management Board. We have acted as lead body and Chair for Torcom, the charity consortium for Torbay and a dedicated Development Officer has supported the Board through co-ordination and facilitation. The web portal Torcom online, which is maintained by CVA Torbay, provides a ‘one-stop shop’ for local voluntary organisations for information, training, finance and support services. Our refurbished meeting rooms have been appreciated and well used by a wide range of community organisations.

COMMUNITY & VOLUNTARY ACTION TORBAY
Formerly
Torbay Voluntary Service

REPORT OF THE TRUSTEES
Period 1st January 2010 – 31st March 2011 (continued)

Through a range of activities our Volunteering Department has once again increased the number of people actively involved in volunteering and raised awareness of voluntary activity in Torbay. A successful event during Volunteers Week gave local community and voluntary groups an opportunity to share their knowledge and expertise with members of the public. The Volunteer Bureau assists individuals who are looking for volunteering opportunities and local community organisations looking to recruit, as well as promoting the significant benefits that volunteering has for individuals and their communities.

A priority for 2010 was to secure funding for the post of a Community Fundraiser and this was finally achieved and an appointment made in March 2011. The role is to engage with, motivate and build the capacity of voluntary and community groups to access funding as well as providing advice, support and encouragement to them to become more 'entrepreneurial'.

Through a difficult year the hard work of everyone associated with CVA Torbay during 2010 has been acknowledged and greatly appreciated by the Trustees. We look forward to the challenges of the next year and the appointment of a new CEO to lead the organisation forward with renewed vigor.

Honorary Treasurer's Report

The independently examined Statement of Financial Activities for the period ended March 2011 relating to the Unrestricted funds of CVA Torbay shows that a surplus of £7,740 (before gains and losses on investments), was made. In the previous financial year there was a deficit of £8,567, thus showing there has been significant financial improvement in the last fifteen month period.

There has been a substantial increase (70% pro rata) in unrestricted fund income which lies within the voluntary income, whilst investment income has stayed in line with the prior year. Revenue expenditure is, as always, tightly controlled but has risen by 48% (pro rata) over the year. This is mainly due to additional investment in staffing that has led to CVA Torbay being able to offer additional services e.g. the post of Community Fundraiser. After previous years of decline, the investment portfolio has maintained its market value over the period.

During this financial period, there has been significant investment in the premises of CVA Torbay to develop two training rooms, two disabled access toilets and refurbish the entrance and kitchen areas.

The Restricted Funds held on behalf of specific projects totalled £129,583 as at 31 March 2011. Details of how these funds have been deployed are set out in note 10 to the Accounts.

COMMUNITY & VOLUNTARY ACTION TORBAY
Formerly Torbay Voluntary Service

REPORT OF THE TRUSTEES
Period 1st January 2010 – 31st March 2011 (continued)

Reserves Policy 2011

The tangible fixed assets of the Charity comprise:

Freehold Property	11 Castle Road, Torquay, TQ1 3BB
Fixtures & Fittings	

The trustees consider these assets are necessary for the current activities of the charity and are to be retained or replaced as required. Provision is made for depreciation on Freehold Property and Fixtures and Fittings.

Investments are shown at Market Value at 31 March 2011 and are represented by equities, unit trusts, government stocks and fixed interest stocks. The charity's investment portfolio managers regularly advise and report on these investments. The value of the investments is subject to market fluctuations. Income produced by the investments is fully utilised to fund the operation of the charity. Unrealised surpluses or deficiencies in valuation are carried forward. The investments were valued at £245,285 at 31 March 2011.

The market valuations can be subject to substantial variations and the trustees consider the current investments should be regularly reviewed as protection, as far as possible, against a fall in the stock market.

Short-term deposits are held to provide working capital and to fund cash flow requirements and expenditure.

The trustees have reviewed the reserves of the charity and consider the current level of reserves necessary to fund the continuation of the charity taking into account the following requirements:

- The charity needs to maintain a general reserve of £170,000 to enable services to continue uninterrupted for approximately six months. This equates to two years of unrestricted fund expenditure and includes a provision for redundancy and other expenses if the organisation ceases to operate.
- The freehold property, because of its age, requires ongoing attention and maintenance. Funds need to be retained to cover the substantial expenses, including external decoration and refurbishment.
- The organisation is upgrading the IT equipment on a regular basis to maintain and increase the efficiency levels, and reserves are necessary to cover this cost.
- Development and training costs will be incurred to ensure the members of staff are kept up to date with current legislation and equipment requirements.

Risk Review

The trustees have reviewed the major risks to which the charity is exposed on a regular basis and systems have been established to mitigate these risks.

Approved by the trustees and signed on their behalf by

.....
 B Hyland (Chair)

21st June 2011

**INDEPENDENT EXAMINERS' REPORT TO THE TRUSTEES OF
COMMUNITY & VOLUNTARY ACTION TORBAY**

**Formerly
Torbay Voluntary Service**

I report on the accounts of the Charity for the period 1st January 2010 to the 31st March 2011, which are set out on pages 6 to 17.

Respective Responsibilities of Trustees and Examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees 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 accounts (under section 43(3)(a) of the 1993 Act);
- to follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the 1993 Act); and
- to state whether particular matters have come to my attention.

Basis of Independent Examiners' Report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts 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 Examiners' 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 s.41 of the 1993 Act; and
 - (b) to prepare accounts 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.

A.N LEAR FCA
HAWES RICHARDS & CO
CHARTERED ACCOUNTANTS
17 THE TERRACE
TORQUAY
TQ1 1BN

6th July 2011

COMMUNITY & VOLUNTARY ACTION TORBAY
Formerly
Torbay Voluntary Service

STATEMENT OF FINANCIAL ACTIVITIES
for the period 1st January 2010 to 31st March 2011

	<u>Per</u> <u>Note</u>	<u>Unrestricted</u> <u>Funds</u>	<u>Restricted</u> <u>Funds</u>	<u>TOTAL</u> <u>31.3.11</u>	<u>TOTAL</u> <u>31.12.09</u>
		<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
<u>INCOMING RESOURCES</u>					
<u>Incoming Resources from Generated Funds</u>					
Voluntary Income	2	55,565	29	55,594	17,189
Investment Income	9	17,218	-	17,218	14,335
<u>Incoming Resources from Charitable Activities</u>					
	2	<u>75,006</u>	<u>268,289</u>	<u>343,295</u>	<u>155,763</u>
<u>TOTAL INCOMING RESOURCES</u>		<u>147,789</u>	<u>268,318</u>	<u>416,107</u>	<u>187,287</u>
<u>RESOURCES EXPENDED</u>					
<u>Costs of Generating Funds</u>					
Investment Management Costs		1,704	-	1,704	1,030
		<u>1,704</u>	<u>-</u>	<u>1,704</u>	<u>1,030</u>
<u>Charitable Activities</u>					
Wages and Salaries		103,994	72,782	176,776	98,467
Training & Development		1,691	32,958	34,649	25,214
Travel & Conference Expenses		899	5,598	6,497	981
Telephone, Stationery & Sundries		10,281	1,943	12,224	11,785
Property Expenses		22,006	25,655	47,661	12,427
Management & Administration	3	6,368	51,265	57,633	22,681
		<u>145,239</u>	<u>190,201</u>	<u>335,440</u>	<u>171,555</u>
<u>TOTAL RESOURCES EXPENDED</u>		<u>146,943</u>	<u>190,201</u>	<u>337,144</u>	<u>172,585</u>
		846	78,117	78,963	14,702
Transfer between funds		<u>6,894</u>	<u>(6,894)</u>	<u>-</u>	<u>-</u>
<u>NET INCOMING (OUTGOING) RESOURCES</u>		7,740	71,223	78,963	14,702
Realised Gains (Losses) on Investments		(3,816)	-	(3,816)	(1,885)
Unrealised Gains (Losses) on Investments		<u>5,352</u>	<u>-</u>	<u>5,352</u>	<u>19,176</u>
<u>NET MOVEMENT IN FUNDS</u>		9,276	71,223	80,499	31,993
Fund Balances as at 1 st January 2010		<u>408,894</u>	<u>58,360</u>	<u>467,254</u>	<u>435,261</u>
<u>Fund Balances as at 31st March 2011</u>		<u>£418,170</u>	<u>£129,583</u>	<u>£547,753</u>	<u>£467,254</u>

The statement of financial activities includes all gains and losses recognised in the year.

All incoming resources and resources expended derive from continuing activities.

COMMUNITY & VOLUNTARY ACTION TORBAY**Formerly
Torbay Voluntary Service****BALANCE SHEET
as at 31st March 2011**

		<u>1.1.10-31.3.11</u>		<u>2009</u>	
	<u>Per</u>	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
	<u>Note</u>				
<u>FIXED ASSETS</u>					
Tangible Fixed Assets	5		151,910		148,129
Investments	6		<u>245,285</u>		<u>243,750</u>
			397,195		391,879
<u>CURRENT ASSETS</u>					
Stock		576		1,143	
Debtors	7	56,378		25,787	
Short-term deposits		12,070		11,988	
Cash at Bank		95,137		51,513	
Cash in Hand		<u>62</u>		<u>142</u>	
		164,223		90,573	
<u>CREDITORS:</u> Amounts falling due within one year	8		<u>13,663</u>		<u>15,198</u>
<u>NET CURRENT ASSETS</u>			<u>150,560</u>		<u>75,375</u>
<u>NET ASSETS</u>			<u>£547,755</u>		<u>£467,266</u>
<u>Financed by:</u>					
<u>FUNDS</u>					
Restricted Funds	10		129,585		58,360
Unrestricted Funds:	11				
Capital Fund		151,910		148,130	
General Fund		<u>266,260</u>	<u>418,170</u>	<u>260,764</u>	<u>408,894</u>
			<u>£547,755</u>		<u>£467,254</u>

These Financial Statements were approved by the Trustees on 21st June 2011
and signed on their behalf by

B Hyland CHAIR

COMMUNITY & VOLUNTARY ACTION TORBAY
Formerly
Torbay Voluntary Service

NOTES TO THE ACCOUNTS
31st March 2011

- 1A. The name of the Charity was changed to Community and Voluntary Action Torbay in May 2010. The Charity was transferred to a company limited by guarantee on the 1st April 2011.

1. Accounting Policies

(a) Basis of Accounting

The financial statements have been prepared under the historical cost convention, as adjusted by the revaluation of investments, and in accordance with the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP 2005) issued in March 2005.

(b) Fixed Assets

Fixed assets are stated in the balance sheet at their historical cost less depreciation.

(c) Depreciation

Depreciation is calculated to write down the cost of tangible fixed assets over their estimated useful lives at the rates set out below:

Freehold Land	NIL
Freehold Buildings	2% of cost per annum
Fixtures & Fittings	20% reducing balance per annum
Computer Equipment	Straight line over four years
Property Improvements	Straight line over ten years

(d) Stock

Stock is stated at the lower of cost and net realisable value.

(e) Investments

Investments are stated on the balance sheet at their market value at the balance sheet date. All movements in value arising from investment changes or revaluation are shown in the Statement of Financial Activities.

(f) Income

- (i) Gifts and donations are accounted for as soon as the amounts receivable are determined.
- (ii) Grants receivable are credited to the Statement of Financial Activities in the year in which they are receivable.
- (iii) Investment income is included when receivable.

(g) Fundraising Costs

Fundraising costs are treated as expended when they are incurred.

(h) Resources Expended

Resources expended are included in the Statement of Financial Activities on an accruals basis.

COMMUNITY & VOLUNTARY ACTION TORBAY
Formerly
Torbay Voluntary Service

NOTES TO THE ACCOUNTS (Cont'd)
31st March 2011

(i) Fund Accounting

Community & Voluntary Action Torbay has various types of funds for which it is responsible, and which require separate disclosure. These are as follows:

(i) Restricted Funds

Income received which is earmarked for specific purposes within the specific objects of the organisation.

(ii) Unrestricted Funds

Funds which are expendable at the discretion of the trustees in furtherance of the objects of the charity. Part of the unrestricted fund has been designated as a Capital Fund and represents the net book value of tangible fixed assets and is therefore not available for any other purpose.

2. <u>Incoming Resources</u>	<u>Unrestricted</u> <u>Income</u>	<u>Restricted</u> <u>Income</u>	<u>Total</u> 31.3.11	<u>Total</u> 31.12.09
<u>Voluntary Income</u>				
Grants	53,382	-	53,382	12,570
Donations	-	29	29	-
Donations towards equipment	-	-	-	2,550
Affiliation Fees	1,990	-	1,990	1,620
Photocopier Income	193	-	193	449
	<u>£55,565</u>	<u>£29</u>	<u>£55,594</u>	<u>£17,189</u>
<u>Charitable Activities</u>				
Grants	-	268,289	268,289	117,336
Rents & Room Hire	23,451	-	23,451	19,952
Management Fees & Overhead Contribution	51,555	-	51,555	18,475
	<u>£75,006</u>	<u>£268,289</u>	<u>£343,295</u>	<u>£155,763</u>
3. <u>Outgoing Resources</u>				
<u>Training & Development</u> – Restricted Funds			<u>31.3.11</u>	<u>31.12.09</u>
Computer Equipment			-	2,550
Advertising & Publicity			7,281	5,843
Training & Research			22,763	16,821
Website Development			<u>2,914</u>	-
			<u>£32,958</u>	<u>£25,214</u>
<u>Property Expenses</u> – Restricted Funds				
Income			161	322
Property Repairs – 11 Castle Road			22,533	-
Repairs & Renewals			<u>2,961</u>	-
			<u>£25,655</u>	<u>£322</u>

COMMUNITY & VOLUNTARY ACTION TORBAY
Formerly
Torbay Voluntary Service

NOTES TO THE ACCOUNTS (Cont'd)
31st March 2011

<u>4. Staff Costs and Trustee Remuneration</u>	<u>31.3.11</u>		<u>31.12.09</u>	
	<u>Unrestricted</u>	<u>Restricted</u>	<u>Unrestricted</u>	<u>Restricted</u>
	<u>Funds</u>	<u>Funds</u>	<u>Funds</u>	<u>Funds</u>
Wages and Salaries	91,413	70,707	48,634	43,224
Social Security Costs	12,581	2,075	4,945	1,664
	<u>£103,994</u>	<u>£72,782</u>	<u>53,579</u>	<u>44,888</u>

The average number of full time equivalent employees during the period was 5 (2009 - 5).

No employee earned more than £60,000 per annum.

The trustees were not paid any remuneration.

No trustee was reimbursed expenses during the year (2009 £Nil).

<u>5. Tangible Fixed Assets</u>	<u>Property</u>	<u>Freehold</u>	<u>Fixtures</u>	<u>Computer</u>	
	<u>Improvements</u>	<u>Property</u>	<u>& Fittings</u>	<u>Equipment</u>	<u>Total</u>
<u>Cost</u>					
At 1st January 2010	-	160,522	34,896	2,808	198,226
Additions	<u>5,674</u>	-	<u>4,335</u>	-	<u>10,009</u>
At 31st March 2011	<u>5,674</u>	<u>160,522</u>	<u>39,231</u>	<u>2,808</u>	<u>208,235</u>
<u>Depreciation</u>					
At 1st January 2010	-	17,680	31,714	702	50,096
Charge in Year	<u>709</u>	<u>2,763</u>	<u>1,962</u>	<u>795</u>	<u>6,229</u>
At 31st March 2011	<u>709</u>	<u>20,443</u>	<u>33,676</u>	<u>1,497</u>	<u>56,325</u>
<u>Net Book Value</u>					
At 1st January 2010	<u>£NIL</u>	<u>£142,842</u>	<u>£3,181</u>	<u>£2,106</u>	<u>£148,130</u>
At 31 st March 2011	<u>£4,965</u>	<u>£140,079</u>	<u>£5,555</u>	<u>£1,311</u>	<u>£151,910</u>

Freehold property includes land with a cost of £50,000, which is not depreciated.

<u>6. Investments</u>	<u>31.3.11</u>	<u>31.12.09</u>
Market Values as at 1st January 2010	243,740	221,024
Additions	26,387	6,690
Disposals/Redemptions	(26,378)	(1,265)
Net unrealised investment gains/(losses) this year	<u>1,536</u>	<u>17,291</u>
Market Value as at 31st March 2011	<u>£245,285</u>	<u>£243,740</u>
Historical Cost as at 31st March 2011	<u>£261,570</u>	<u>£267,755</u>

COMMUNITY & VOLUNTARY ACTION TORBAY
Formerly
Torbay Voluntary Service

NOTES TO THE ACCOUNTS (Cont'd)
31st March 2011

7. <u>Debtors & Prepayments</u>	<u>31.3.11</u>	<u>31.12.09</u>
Other Debtors	54,924	24,222
Prepayments	1,454	1,577
	<u>£56,378</u>	<u>£25,799</u>
8. <u>Creditors: Amounts falling due within one year</u>	<u>31.3.11</u>	<u>31.12.09</u>
Other Creditors	-	283
Accruals	13,663	2,952
Grants Received in Advance	-	11,963
	<u>£13,663</u>	<u>£15,198</u>

COMMUNITY & VOLUNTARY ACTION TORBAY
Formerly
Torbay Voluntary Service

NOTES TO THE ACCOUNTS (Cont'd)
31st March 2011

9. <u>Investments Held</u>	<u>Nominal</u> <u>Holding</u> <u>£</u>	<u>Cost</u> <u>£</u>	<u>Market</u> <u>Value 2011</u> <u>£</u>	<u>Income</u> <u>Received</u> <u>£</u>
<u>Government Stock</u>				
4% Government Stock	4,885	4,976	5,189	293
		<u>4,976</u>	<u>5,189</u>	<u>293</u>
<u>Fixed Interest Stocks</u>				
<u>Bank of Ireland 13.375%</u>				
Perm Int Bearing Shares	10,000	11,743	5,550	1,338
Co-operative Bank Perm Int Bearing Shares	5,000	5,992	7,675	975
<u>Goldman Sachs Group 5.25%</u>				
SNR MTN 15/12/15	29,000	27,000	30,335	1,523
<u>Marks & Spencer</u>				
6.375% SNR 07/11/11	11,000	10,369	11,230	701
<u>Skipton Building Society 12.875%</u>				
Perm Int Bearing Shares	12,000	19,370	16,080	2,318
		<u>74,474</u>	<u>70,870</u>	<u>6,854</u>
<u>Equity Holdings</u>				
Astrazeneca (Purchased 26.1.11)	185	5,798	5,297	216
BP (Purchased 4.3.10, Sold 3.6.10)	1,150/Nil	-	-	-
Cable & Wireless (Purchased 27.4.10, Sold 27.4.10)	2,150/3,520	3,198	1,846	226
Carnival (Sold 3.11.10)	125	-	-	25
Centrica (Purchased 31.1.11)	625	2,063	2,033	-
Diageo Ord	520	4,439	6,162	198
Glaxo Smithkline Ord (Sold 26.1.11)	500/Nil	-	-	395
Group 4 Securicor Ord	1,800	3,022	4,597	132
Halfords Group (Purchased 14.2.10)	740	2,994	2,577	163
Land Securities Ord	325	3,410	2,384	114
Murray International Trust Ord	575	4,020	5,356	208
Prudential Ord	1,100	10,379	7,772	222
Reckitt Benckiser Ord	140	3,051	4,483	150
Reed Elsevier	600	3,907	3,240	122
Rio Tinto Ord	266/176	3,972	7,707	169
Royal & Sun Alliance Ord	2,386	6,431	3,138	202
Royal Bank of Scotland	1,898	8,047	774	-
Royal Dutch	504	9,994	11,390	671
Scottish & Southern Energy	185	2,664	2,333	171
Severn Trent (Sold 31.1.11)	153/Nil	-	-	150
Smiths Industries Ord	263	2,054	3,411	89
Tesco Ord	780	1,654	2,972	106
Unilever Ord	230	3,930	4,370	203
Vodafone Ord	6,475	19,502	11,428	723
Whitbread (Purchased 16.11.10)	250	4,339	4,125	-
		<u>108,868</u>	<u>97,395</u>	<u>4,655</u>

COMMUNITY & VOLUNTARY ACTION TORBAY
Formerly
Torbay Voluntary Service

NOTES TO THE ACCOUNTS (Cont'd)
31st March 2011

9. <u>Investments Held</u> (cont'd)	Nominal <u>Holding</u>	Cost	Market Value 2011	Income Received
<u>Unit Trusts</u>				
M&G Global Dividend (Purchased 1.2.11)	2,964.67	4,000	4,034	-
M&G Charibond Units (Purchased 1.2.11)	61,680/55,754.02	<u>69,252</u>	<u>67,797</u>	<u>5,253</u>
		<u>73,252</u>	<u>71,831</u>	<u>5,253</u>
<u>Bank Interest:</u>		<u>£261,570</u>	<u>£245,285</u>	17,055
Unrestricted Fund				<u>163</u>
				<u>£17,218</u>

10. <u>Restricted Funds</u>	<u>Balance</u> 31.1.10	<u>Incoming</u> Resources	<u>Outgoing</u> Resources	<u>Transfer</u> Between Funds (Note B)	<u>Balance</u> 31.3.11	<u>Ref</u>
Consortium Development 2008-2011	5,362	27,500	32,862	-	-	A
Capacity Builders Improvements	-	30,000	18,294	6,894	4,812	B
Torbay Council LAA Stronger Communities	17,630	55,029	21,883	-	50,776	C
NLDC Community Learning Centre	13,576	12,499	17,758	-	8,317	D
Children's Workforce Development	-	19,400	5,000	-	14,400	E
Torcom	7,728	47,230	46,792	-	8,166	F
Torbay Targeted Support Fund	-	2,436	2,436	-	-	G
Third Sector Development Worker	14,064	44,224	41,897	-	16,391	H
Community Fundraiser	-	30,000	3,279	-	26,721	I
	<u>£58,360</u>	<u>£268,318</u>	<u>£190,201</u>	<u>£6,894</u>	<u>£129,583</u>	

Description of Funds

A Consortium Development 2008-2011

To continue to support the Consortium in making its contributions to the Change Up Programme.

B Capacity Builders Improvements

Grant to fund the development of disability toilets, training rooms and the new CVA website. The grant included capital expenditure of £6,894 which is now available for the unrestricted use of the Charity.

C Local Area Agreement

Community & Voluntary Action Torbay as the accountable body for the Change Up Consortium is managing this fund. This is pump priming to enable successful delivery against the LAA stretch target. The Consortium has authorised use of this funding to employ a worker to

- a) promote volunteering
- b) increase the number of volunteers undertaking formal volunteering
- c) increase the number of trustees

Successful delivery against this stretch target will result in further funding coming into Torbay.

COMMUNITY & VOLUNTARY ACTION TORBAY
Formerly
Torbay Voluntary Service

NOTES TO THE ACCOUNTS (Cont'd)
31st March 2011

- D NLDC Community Learning Centre
 For the provision of neighbourhood learning in deprived communities. A grant has been provided for refurbishment of training rooms of £10,000. The work will be carried out in 2010.
- E Children's Workforce Development Programme
 To develop a Torbay wide strategy and workforce plan to include a training needs assessment.
- F Torcom
 Three-year project started in July 2009 which is part of agreed basis funding delivered jointly with Groundwork, TVS and Torbay CAB to save the future of Torcom and Torbuy by providing more funding to properly resource the development of these projects.
- G Torbay Targeted Support Fund
 Coordination of funding for the Devon Community.
- H Third Sector Development Worker
 Developing the Consortium in Torbay and the South West.
- I Community Fundraiser
 For the creation of a community fundraiser post to assist Torbay's groups in their fundraising abilities.

<u>11. Unrestricted Fund</u>	<u>General</u> <u>Fund</u>	<u>Capital</u> <u>Fund</u>	<u>Total</u> <u>31.3.11</u>	<u>Total</u> <u>31.12.09</u>
Balance 1.1.10	260,764	148,130	408,894	400,182
Incoming Resources	<u>147,789</u>	-	<u>147,789</u>	<u>69,926</u>
	408,553	148,130	556,683	470,108
Outgoing Resources	(146,943)		(146,943)	(78,493)
Transfer between funds	3,114	3,780	6,894	-
Realised Gain/(Loss) on Investments	(3,816)	-	(3,816)	(1,885)
Unrealised Gain/(Loss) on Investments	<u>5,352</u>	-	<u>5,352</u>	<u>19,176</u>
Balance 31.3.11	<u>£266,260</u>	<u>£151,910</u>	<u>£418,170</u>	<u>408,906</u>

Purpose of Funds:

(a) Revaluation Fund

The Revaluation Fund represents the amount by which the market value of investments are higher than their historical cost. The market value of investments is now lower than cost and the fund is no longer required.

(b) Capital Fund

The Capital Fund represents the book value of Tangible Fixed Assets and is therefore not available for other purposes.

COMMUNITY & VOLUNTARY ACTION TORBAY
Formerly
Torbay Voluntary Service

NOTES TO THE ACCOUNTS (Cont'd)
31st March 2011

12. Analysis of Net Assets Between Funds

	<u>General</u> <u>Fund</u>	<u>Capital</u> <u>Fund</u>	<u>Restricted</u> <u>Fund</u>	<u>Total</u> <u>31.3.11</u>	<u>Total</u> <u>31.12.09</u>
Tangible Fixed Assets	-	151,910	-	151,910	148,129
Investments	245,285	-	-	245,285	243,749
Cash at Bank and in Hand	18,929	-	76,260	95,189	63,643
Other Net Assets/(Liabilities)	2,046	-	53,325	55,371	11,733
	<u>£266,260</u>	<u>£151,910</u>	<u>£129,585</u>	<u>£547,755</u>	<u>£467,266</u>