

Company registration number: SC203087

Charity registration number: 28557

Larkhall & District Volunteer Group

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2020

Alexander Marshall
Chartered Accountant
84 Hamilton Road
Motherwell
Lanarkshire
ML1 3BY

Larkhall & District Volunteer Group

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Larkhall & District Volunteer Group

Reference and Administrative Details

Trustees	Mrs Anne Alston, Chair Mrs Margaret Gibson (resigned 14 August 2019) Mr Paul McLaughlin Mrs Lesley Ann McDonald (resigned 14 January 2020) Mr Michael Thomas Vaughan Mr James Robert McAllister (resigned 14 August 2019) Ms Ann Lohoar McKnight Rodger Mrs Marion Murray Mr Ronald Bannerman Nisbet Mr James McCann Mr Eric Reginald Budgell
Secretary	Mrs Lesley Ann McDonald (appointed 14 August 2019)
Senior Management Team	Ms Sandra McCrory, Charity Manager
Principal Office	55 Victoria Street Larkhall South Lanarkshire ML9 2BL The charity is incorporated in Scotland.
Company Registration Number	SC203087
Charity Registration Number	28557
Bankers	TSB Larkhall 72 Main Street Larkhall ML9 1DR
Independent Examiner	Alexander Marshall Chartered Accountant 84 Hamilton Road Motherwell Lanarkshire ML1 3BY

Larkhall & District Volunteer Group

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2020.

Objectives and activities

Objects and aims

The Charity's objectives and principal activities are to promote the benefit and welfare of individuals 55 years and over in Lanarkshire by reducing physical and social isolation whilst increasing health and wellbeing and to provide services, activities and care for the aforementioned group and others who are disabled or isolated members of the community.

Objectives, strategies and activities

The strategies employed to meet these objectives include the following:

- Providing transport to enable service users to attend lunch clubs, for school outings and support Social Work activities
- Providing befriending via a telephone call line service;
- Providing lunch clubs for clients on a group basis;
- Providing evening social meetings for dementia sufferers and carers;
- Providing assistance in the house via a handyperson service.
- Providing a range of different activities to allow members to engage with like-minded people and help to reduce their social exclusion

These aims were supported by our team of volunteers who contributed over 7,578 hours of voluntary service throughout the year.

In common with all charities and businesses, Larkhall and District Volunteer Group (LDVG) has been severely affected by the Coronavirus (COVID- 19). Due to the pandemic the building was closed to the public from 18th March. All activities other than Call line ceased. This brought an overnight increase to call line numbers as several members of groups and lunch clubs asked to be called daily.

The office closed completely on 24th March and staff have been working from home. Call line - a core service for 25 years, from which LDVG has evolved to the group it is today, has proved a lifeline to many. Due to self-isolation, more members have requested calls which are now being run 7 days per week. In the last 2 weeks of this reporting year, figures have increased, and I am sure this will continue while we live through this pandemic. As well as a wellbeing check, it has become a service to refer members on for further assistance, e.g. help to pay for fuel, obtain food supplies. Figures below reflect the demand.

The Charity continued with funding from the National Lottery Community Fund for 2 years. Robertson Trust funded the activity groups for 2 years, while Corra Foundation, Asda, Tesco and South Lanarkshire Council also provided funding.

The Robertson Trust, Asda Foundation, Tesco and the Morrisons Trust provided grants in 2018 to enable the group to purchase 2 new minibuses. Due to manufacturing delays, these were only accepted in April 2019. National Health Service (NHS) provided funding for a Community Car scheme to allow LDVG to transport those unable to access public transport to doctor's and local hospital appointments.

Larkhall & District Volunteer Group

Trustees' Report

The Board are now reviewing the Articles and Memorandum with a view to updating these, with support from a legal company.

The Charity has made in-roads into developing the type of evaluation data we collect from Members and Volunteers. So far, we have used questionnaire surveys and individual interviews.

The Call Line continues to provide a valuable connection for members suffering from social isolation. Calls are made daily - Monday to Friday. Over the past year 10 volunteers made a total of 12,319 calls - an increase of 20% on the previous year. This service has developed into a "befriending service" rather than simply the original emergency contact service, and this is demonstrated in the amount of time the volunteers spend chatting with and helping the members over the phone.

Transport hire has increased as a result of more effective marketing and a bigger fleet. Over the past year 9 drivers and 9 escorts have covered 24,099 miles over 957 journeys. Internally members of the Lunch Clubs, Garden Club and the Walking Group were supported with transport at minimal cost to attend and go on trips and outings. Externally, the bus fleet is being hired regularly by a range of community groups ranging from the Scouts, the local primary and secondary schools, the churches and other small community groups. We also regularly support the Gypsy Travellers Education Group and after-school clubs. These journeys were subsidised by the Transport Scotland Bus Operators Grant and the SPT Core Grant.

Lunch clubs have remained stable at 7 per week, 3 on-site in Larkhall and 4 external covering Hareleeshill, Strutherhill and Quarter. Over the last 12 months, 22 volunteers served 3,169 two course lunches (a decrease of 13% on the previous year), followed by a social activity of members' choice, e.g. Dominoes. Bingo etc.

The Thursday Night Social Club has had 147 attendances with the assistance of 2 volunteers. This group meets weekly from 6pm to 8pm, enjoying a chat, a cup of tea and an activity of their choice, for example bingo.

The Handyperson Service improved its performance again this year with a 64% increase in jobs completed. There were 105 tasks completed by 2 volunteers. These comprised of small non-emergency tasks, e.g. changing light bulbs, small repairs, hanging curtains etc. This service is free of charge, however £640 of donations (an increase of 86% on last year) were received from some of the users of the Handyperson Service.

The IT Classes which introduce the benefits of IT to people who have little or no experience with IT were run by 2 volunteers and had 143 attendances, an increase of 43% on last year. The classes began as beginners and now include intermediate and a drop in service.

The Genealogy Class continues to be popular. Held twice a week, 269 attendances (an increase of 7% on the previous year) have been recorded by members researching their Family history while enjoying good company, supported by 4 volunteers.

The Garden Club meets weekly, run by 3 volunteers with indoor and outdoor activities to suit the seasons and had 208 attendances (a reduction of 23% on last year). The club has an allotment at the Community growers in Larkhall and have visited gardens and nurseries to keep our outdoor area bright and interesting. The main activity of the group is to propagate seasonal plants which are sold at internal and external events such as the Spring and Christmas Fayres, open days and gala days. As a result, the group made a financial contribution of £2,253 towards the Charity's overheads, an increase of 66% compared to last year.

The Exercise Groups were run by 1 volunteer and had 497 attendances, meeting three times a week for some light exercise, relaxation and good company.

The Walking Group is run by 3 volunteers with 443 attendances, a reduction of 20% on last year. The group arranged local and more distant walks to suit the different level of members. No matter the weather, the members all enjoy the walks and the company. The group held a very successful sponsored walk in Millport and raised £1,742 towards the Charity's overheads.

Larkhall & District Volunteer Group

Trustees' Report

Monthly tea dances also continued to be popular and 253 people (an increase of 9% on last year) enjoyed the afternoon tea, live music and fun social interaction. 9 volunteers in total assisted at the dances.

Football Classics has also proved successful and 54 people have attended with assistance from 2 volunteers. The aim is to show a film of classic football matches with traditional "football grub" and planned outings to football grounds.

Strutherhill shopping bus was introduced as part of a local initiative "Our Place Our Plan Strutherhill & Birkenshaw" funded by Scottish Government for 1 year. This provides a weekly bus service to Asda for local residents, with 226 passengers using the service over the year. Further funding has been made available from Smarter Choices, Smarter Places.

Craft Group: this group was spun out of the gardening group and has attracted enough interest from members to operate as a stand-alone group since January 2020. Meeting weekly, the group is supported by 1 volunteer and is averaging 9 attendances per month.

Veterans Group - LDVG had been considering a Veterans' group for ex-servicemen. This is a service which is lacking in the community.

An initial meeting was held on 12th March when a steering group of 7 members was formed. The new name for the group was decided and will be 'Armed Services Community Group' which was a unanimous choice from the members. An official launch of the group was planned for 26th March. This of course has now been put on hold.

25 volunteers have assisted in admin roles, the twice yearly coffee morning and plant sale, and special events such as The Heart of Africa charity lunches and the Age Scotland "Sing a song for Santa" initiative.

This inter-generational work between the Lunch Clubs and Happy Feet nursery and Machanhill Primary School was a huge success. The members and children thoroughly enjoyed the experience and look forward to future partnership events.

The Charity would also like to acknowledge the support of the organisations listed below for their contributions throughout the year:

- Greggs
- Tesco Fair Share
- Asda

In addition the Charity would like to acknowledge the financial support of the following organisations: Speedy Saw Service; W Mackie; Paterson's Trophy Supplies; John Mackie Transmission; The Iona Community; Sleepy Valley; Woodford Timber; Larkhall Businessman's Club; Wundawheels Driving School; and The Applebank.

Larkhall & District Volunteer Group

Trustees' Report

Financial review

The Trustees have reviewed the financial position of the Charity at the year end and note that although income has decreased compared to that of the prior year, the prior year included various one-off grants, and the current year figure is in line with that of 2018. Expenditure required to support the activities of the Charity has increased. The Charity has a net decrease in funds of £57,846.

A formal budget has been drawn up to monitor Charity funds which has enabled the Board to review income and expenditure on a quarterly basis.

The Board are pleased to note that the plan to increase income from four different sources continues with a 12% increase overall, as noted below:

- Income from individual donations have increased by almost 6% to bring in £10,593
- Local fundraising has contributed £7,656, an increase of 29%, compared to the previous year.
- Income from Transport activities amounted to £29,890 an increase of 2% compared to the previous year.
- Income from room hires increased by 48% to generate a total of £11,605.

The Charity continues to claim Gift Aid wherever possible, with £1,443.86 being recovered from HMRC.

Policy on reserves

The board continues to examine the charity's requirements for reserves in light of the main risks to the organisation. The board believes that the unrestricted funds held by the charity that are not committed or invested in tangible fixed assets should be broadly the equivalent of 3 months of unrestricted annual expenditure. Budgeted unrestricted expenditure is around £70,000 and therefore the target is a minimum of £17,500. The board believes that this level of reserves is necessary to meet the working capital requirements of the charity and that, in the event of a significant drop in existing funding or use of the transport service, this level would enable it to continue current activities for a period of time to allow additional sources of funding to be identified. The board also recognises that in the event that the Charity is not able to continue in operation it has commitments to employees and requires reserves to be able to meet those commitments. In view of these factors the board considers that a minimum of unrestricted reserves totalling £25,000 is required. The present level of current unrestricted general funds available to the charity is £161,327 and the board considers the level of reserves currently available to be adequate in light of the above considerations.

The Charity holds designated funds of £3,000 for the purpose of maintaining the fabric of the building.

Plans for future periods

Aims and key objectives for future periods

The main aim at present is to be able to come through the pandemic and lockdown crisis and remain as a viable group to support our community.

The main and most important aim is to continue to seek funding. The National Lottery Community Fund have awarded a further 2 years grant and SPT have awarded a grant for transport. Funding also required for the running costs of the Group.

Recruitment of volunteers, especially drivers, continues to be a priority.

Larkhall & District Volunteer Group

Trustees' Report

Activities planned to achieve aims

During the present crisis, LDVG has joined as a partner in the COVID-19 Rainbows Larkhall community support effort and will work with other local organisations and volunteer community members to support the residents of Larkhall, Ashgill and Netherburn.

All activities have been put on hold. Call line is the only service which can be offered by volunteers working from home. It is certainly anticipated that this service will greatly increase and immediately it is changing to a 7-day from a 5-day service. An application to CORRA Welfare Fund Grant has been made as part of COVID-19 funds. An application to the Scottish Government Supporting Communities Fund to become a Community Anchor Organisation has been put forward, after an approach from National Lottery Community Fund. This funding will cover organisational costs across 3 partner organisations and support the community effort in Larkhall.

The Charity will also participate in the government's Furlough scheme for those employees who are unable to work from home.

Our new 3-year Business Plan (April 2019 to March 2022) was agreed at the last AGM. The Plan continues to provide both strategic and operational goals for this and next year to assist the Charity in moving forward.

The Transport Service is at present the main source of income out with Lottery funding. The Charity is planning to increase this as much as possible, deploying in the community and in-house our fleet of 4 minibuses to meet customer needs.

Income from renting the rooms at Registry House has increased significantly this year and we intend to work with the local community to maintain this performance. This continues to be a priority for income generation.

The Charity have committed some admin resources to develop the information and attendance records we hold for our members and volunteers. Using Salesforce, we intend to migrate all data over to this platform and complete the work started in 2019-20.

Structure, governance and management

Nature of governing document

The organisation is a charitable company limited by guarantee, incorporated on 18 January 2000, and is a registered charity. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

Larkhall & District Volunteer Group

Trustees' Report

Organisational structure

Sandra McCrory ,Charity Manager, is responsible for day to day management of operations, supported by Ann Nisbet, Volunteer Coordinator and Jacqueline Gallacher, Transport Coordinator

The Charity Manager has had another busy year successfully applying for funding.

The Charity Manager has spent some time highlighting the group's presence by raising our profile on Social Media and networking with other groups in the area and establishing new contacts and partnerships.

Service planning, team meetings and individual staff performance reviews have continued to improve the performance management of the Charity.

The Charity has reviewed and revised its policies and procedures in relation to Health and Safety and this work will be an ongoing process.

Due to the significant changes that have taken place in the Charity over the past couple of years, the Charity has undertaken a job evaluation exercise, in partnership with South Lanarkshire Council, to grade each of the 8 posts in the organisation. So far, we have completed this process for 6 posts, with the 2 remaining posts due to report this year.

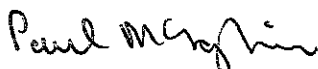
Board meetings

The Trustees hold board meetings monthly.

Small companies provision statement

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

The annual report was approved by the trustees of the charity on 6 October 2020 and signed on its behalf by:



Mr Paul McLaughlin
Trustee

Larkhall & District Volunteer Group

Independent Examiner's Report to the trustees of Larkhall & District Volunteer Group

I report on the accounts of the charity for the year ended 31 March 2020 which are set out on pages 9 to 22 .

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. The charity trustees consider that the audit requirement of Regulation 10(1) (a) to (c) of the 2006 Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination is carried out in accordance with Regulation 11 of the 2006 Accounts Regulations. 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 seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In the course of my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with Section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations
- to prepare accounts which accord with the accounting records and comply with Regulation 8 of the 2006 Accounts Regulations have not been met, or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



David Marshall
Chartered Accountant

Alexander Marshall
84 Hamilton Road
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Lanarkshire
ML1 3BY

7 October 2020

Larkhall & District Volunteer Group

Statement of Financial Activities for the Year Ended 31 March 2020 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Unrestricted funds	Restricted funds	Total 2020	
	General	funds	£	
Note	£	£	£	
Income and Endowments from:				
Donations and legacies	3	44,335	135,381	179,716
Charitable activities	4	47,455	9,500	56,955
Other trading activities	5	19,511	-	19,511
Investment income	6	197	-	197
Other income	7	(208)	-	(208)
Total Income		<u>111,290</u>	<u>144,881</u>	<u>256,171</u>
Expenditure on:				
Raising funds		-	(36,193)	(36,193)
Charitable activities	8	(60,397)	(203,223)	(263,620)
Other expenditure		<u>(14,205)</u>	<u>-</u>	<u>(14,205)</u>
Total Expenditure		<u>(74,602)</u>	<u>(239,416)</u>	<u>(314,018)</u>
Net income/(expenditure)		<u>36,688</u>	<u>(94,535)</u>	<u>(57,847)</u>
Net movement in funds		36,688	(94,535)	(57,847)
Reconciliation of funds				
Total funds brought forward		<u>161,327</u>	<u>1,050,743</u>	<u>1,212,070</u>
Total funds carried forward	20	<u>198,015</u>	<u>956,208</u>	<u>1,154,223</u>

Larkhall & District Volunteer Group

Statement of Financial Activities for the Year Ended 31 March 2020 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Unrestricted funds	Restricted funds	Total 2019	
Note	General £	£	£	
Income and Endowments from:				
Donations and legacies	3	44,295	226,955	271,250
Charitable activities	4	43,834	16,500	60,334
Other trading activities	5	14,305	-	14,305
Investment income	6	270	-	270
Other income	7	1,160	-	1,160
Total Income		<u>103,864</u>	<u>243,455</u>	<u>347,319</u>
Expenditure on:				
Raising funds		-	(32,647)	(32,647)
Charitable activities	8	(83,184)	(150,203)	(233,387)
Other expenditure		(844)	(12,040)	(12,884)
Total Expenditure		<u>(84,028)</u>	<u>(194,890)</u>	<u>(278,918)</u>
Net income		<u>19,836</u>	<u>48,565</u>	<u>68,401</u>
Net movement in funds		19,836	48,565	68,401
Reconciliation of funds				
Total funds brought forward		<u>141,491</u>	<u>1,002,178</u>	<u>1,143,669</u>
Total funds carried forward	20	<u>161,327</u>	<u>1,050,743</u>	<u>1,212,070</u>

All of the charity's activities derive from continuing operations during the above two periods.
The funds breakdown for 2019 is shown in note 20.

Larkhall & District Volunteer Group

(Registration number: SC203087)
Balance Sheet as at 31 March 2020

	Note	2020 £	2019 £
Fixed assets			
Tangible assets	15	955,216	918,301
Current assets			
Debtors	16	14,349	14,364
Cash at bank and in hand		<u>203,103</u>	<u>288,913</u>
		217,452	303,277
Creditors: Amounts falling due within one year	17	<u>(18,445)</u>	<u>(9,508)</u>
Net current assets		<u>199,007</u>	<u>293,769</u>
Net assets		<u>1,154,223</u>	<u>1,212,070</u>
Funds of the charity:			
Restricted funds		956,208	1,050,743
Unrestricted income funds			
Unrestricted funds		<u>198,015</u>	<u>161,327</u>
Total funds	20	<u>1,154,223</u>	<u>1,212,070</u>

For the financial year ending 31 March 2020 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements on pages 9 to 22 were approved by the trustees, and authorised for issue on 6 October 2020 and signed on their behalf by:



Mrs Anne Alston
Trustee

Larkhall & District Volunteer Group

Notes to the Financial Statements for the Year Ended 31 March 2020

1 Charity status

The charity is limited by guarantee, incorporated in the United Kingdom and registered in Scotland, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

The company is a private limited company incorporated in the United Kingdom and registered in Scotland with the registration number SC203087.

The address of its registered office is:

55 Victoria Street
Larkhall
South Lanarkshire
ML9 2BL

These financial statements were authorised for issue by the trustees on 6 October 2020.

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006.

Basis of preparation

Larkhall & District Volunteer Group meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

These financial statements have been presented in Sterling, which is the Company's functional currency. All financial information is presented in Sterling and has been rounded to the nearest pound.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Income and endowments

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

Larkhall & District Volunteer Group

Notes to the Financial Statements for the Year Ended 31 March 2020

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Investment income

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees' meetings and reimbursed expenses.

Government grants

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

Larkhall & District Volunteer Group

Notes to the Financial Statements for the Year Ended 31 March 2020

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Land and buildings	2% straight line basis
Motor vehicles	25% straight line basis
Furniture and equipment	25% reducing balance basis

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Larkhall & District Volunteer Group

Notes to the Financial Statements for the Year Ended 31 March 2020

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees's discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Financial instruments

Classification

Financial assets and financial liabilities are recognised when the charity becomes a party to the contractual provisions of the instrument.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the charity after deducting all of its liabilities.

Recognition and measurement

All financial assets and liabilities are initially measured at transaction price (including transaction costs), except for those financial assets classified as at fair value through profit or loss, which are initially measured at fair value (which is normally the transaction price excluding transaction costs), unless the arrangement constitutes a financing transaction. If an arrangement constitutes a financing transaction, the financial asset or financial liability is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Financial assets and liabilities are only offset in the statement of financial position when, and only when there exists a legally enforceable right to set off the recognised amounts and the charity intends either to settle on a net basis, or to realise the asset and settle the liability simultaneously.

Financial assets are derecognised when and only when a) the contractual rights to the cash flows from the financial asset expire or are settled, b) the charity transfers to another party substantially all of the risks and rewards of ownership of the financial asset, or c) the charity, despite having retained some, but not all, significant risks and rewards of ownership, has transferred control of the asset to another party.

Financial liabilities are derecognised only when the obligation specified in the contract is discharged, cancelled or expires.

3 Income from donations and legacies

	Unrestricted funds	Restricted funds	Total 2020	Total 2019
	General £	£	£	£
Donations and legacies;				
Donations from individuals	10,594	-	10,594	16,358
Grants, including capital grants;				
Government grants	28,546	129,381	157,927	178,576
Grants from other charities	5,195	6,000	11,195	76,316
	<u>44,335</u>	<u>135,381</u>	<u>179,716</u>	<u>271,250</u>

Larkhall & District Volunteer Group

Notes to the Financial Statements for the Year Ended 31 March 2020

4 Income from charitable activities

	Unrestricted funds	Restricted funds £	Total 2020 £	Total 2019 £
	General £			
Transport	30,183	500	30,683	29,069
Befriending	17,272	9,000	26,272	31,265
	47,455	9,500	56,955	60,334

5 Income from other trading activities

	Unrestricted funds	Total 2020 £	Total 2019 £
	General £		
Local fundraising and street collection income	7,657	7,657	5,915
Property rental income	11,854	11,854	8,389
Other income from other trading activities	-	-	1
	19,511	19,511	14,305

6 Investment income

	Unrestricted funds	Total 2020 £	Total 2019 £
	General £		
Interest receivable and similar income; Interest receivable on bank deposits	197	197	270
	197	197	270

7 Other income

	Unrestricted funds	Total 2020 £	Total 2019 £
	General £		
Fees and supplies	(208)	(208)	1,160
	(208)	(208)	1,160

Larkhall & District Volunteer Group

Notes to the Financial Statements for the Year Ended 31 March 2020

8 Expenditure on charitable activities

	Activity undertaken directly £	Total 2020 £	Total 2019 £
Transport	144,402	144,402	121,476
Befriending	119,218	119,218	111,911
	<u>263,620</u>	<u>263,620</u>	<u>233,387</u>

9 Analysis of support costs

Support costs allocated to raising funds

		Administration costs £	Premises costs including depreciation £	Other support costs £	Total 2020 £	Total 2019 £
Costs of generating donations and legacies	Basis of allocation utilisation	<u>700</u>	<u>1,545</u>	<u>79</u>	<u>2,324</u>	<u>2,668</u>

Support costs allocated to charitable activities

		Administration costs £	Premises costs including depreciation £	Other support costs £	Total 2020 £	Total 2019 £
Transport	Basis of allocation utilisation	7,001	26,870	793	34,664	39,333
Befriending	Basis of allocation utilisation	<u>5,326</u>	<u>23,781</u>	<u>634</u>	<u>29,741</u>	<u>33,967</u>
		<u>12,327</u>	<u>50,651</u>	<u>1,427</u>	<u>64,405</u>	<u>73,300</u>

Support costs allocated to other expenditure

		Administration costs £	Premises costs including depreciation £	Other support costs £	Total 2020 £	Total 2019 £
Other expenditure	Basis of allocation utilisation	<u>700</u>	<u>1,026</u>	<u>4,577</u>	<u>6,303</u>	<u>12,884</u>

Larkhall & District Volunteer Group

Notes to the Financial Statements for the Year Ended 31 March 2020

10 Net incoming/outgoing resources

Net (outgoing)/incoming resources for the year include:

	2020	2019
	£	£
Loss on disposal of fixed assets held for the charity's own use	(1,144)	270
Depreciation of fixed assets	<u>46,367</u>	<u>31,003</u>

11 Trustees remuneration and expenses

During the year the charity made the following transactions with trustees:

£Nil (2019: £230) of expenses were reimbursed to one trustee during the year.

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

Donations made by the trustees without any conditions attached totalled £Nil for the year (2019 - £1,679).

12 Staff costs

The aggregate payroll costs were as follows:

	2020	2019
	£	£
Staff costs during the year were:		
Wages and salaries	153,701	129,723
Social security costs	8,864	6,427
Pension costs	2,571	1,380
Other staff costs	2,332	531
	<u>167,468</u>	<u>138,061</u>

The monthly average number of persons (including senior management team) employed by the charity during the year was as follows:

	2020	2019
	No	No
Average number of employees	<u>8</u>	<u>7</u>

No employee received emoluments of more than £60,000 during the year.

The total employee benefits of the key management personnel of the charity were £35,208 (2019 - £31,004).

Larkhall & District Volunteer Group

Notes to the Financial Statements for the Year Ended 31 March 2020

13 Independent examiner's remuneration

	2020 £	2019 £
Other fees to examiners		
Examination-related assurance services	1,810	1,740
All other services	2,688	1,592
	4,498	3,332

14 Taxation

The charity is a registered charity and is therefore exempt from taxation.

15 Tangible fixed assets

	Land and buildings £	Furniture and equipment £	Motor vehicles £	Computer equipment £	Total £
Cost					
At 1 April 2019	966,043	46,800	58,806	-	1,071,649
Additions	-	359	81,535	1,546	83,440
Disposals	-	(760)	(28,463)	-	(29,223)
At 31 March 2020	966,043	46,399	111,878	1,546	1,125,866
Depreciation					
At 1 April 2019	76,802	29,877	46,670	-	153,349
Charge for the year	19,321	4,285	22,375	387	46,368
Eliminated on disposals	-	(603)	(28,464)	-	(29,067)
At 31 March 2020	96,123	33,559	40,581	387	170,650
Net book value					
At 31 March 2020	869,920	12,840	71,297	1,159	955,216
At 31 March 2019	889,241	16,923	12,136	-	918,300

16 Debtors

	2020 £	2019 £
Trade debtors	4,086	3,862
Prepayments	7,683	7,825
Accrued income	2,580	2,677
	14,349	14,364

Larkhall & District Volunteer Group

Notes to the Financial Statements for the Year Ended 31 March 2020

17 Creditors: amounts falling due within one year

	2020 £	2019 £
Trade creditors	466	1,157
Other taxation and social security	3,429	2,488
Other creditors	1,602	1,722
Accruals	12,948	4,141
	18,445	9,508

18 Pension and other schemes

Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £2,571 (2019 - £934). Contributions are allocated between resources on the basis of activities of the staff and between restricted and unrestricted reserves based on the funding source of the activities undertaken by staff.

Contributions totalling £Nil (2019 - £(284)) were payable to the scheme at the end of the year and are included in creditors.

19 Commitments

Capital commitments

The total amount contracted for but not provided in the financial statements was £Nil (2019 - £81,554).

20 Funds

	Balance at 1 April 2019 £	Incoming resources £	Resources expended £	Balance at 31 March 2020 £
Unrestricted funds				
<i>General</i>				
Unrestricted fund	158,327	111,290	(74,602)	195,015
<i>Designated</i>				
Building maintenance fund	3,000	-	-	3,000
Total Unrestricted funds	161,327	111,290	(74,602)	198,015
Restricted funds				
The Robertson Trust - 21st Century Fit for Life	9,879	9,000	(12,662)	6,217
The Big Lottery - Investing in Communities	938,431	75,000	(157,435)	855,996

Larkhall & District Volunteer Group

Notes to the Financial Statements for the Year Ended 31 March 2020

	Balance at 1 April 2019 £	Incoming resources £	Resources expended £	Balance at 31 March 2020 £
Peoples Health Trust - Health Engage Fund	818	-	(489)	329
Renewble Energy Fund	26,299	-	(357)	25,942
Morrisons Foundation - Minibus funding	40,000	-	(8,153)	31,847
Asda Foundation - Minibus funding	35,316	-	(6,871)	28,445
The Corra Foundation	-	5,000	(5,000)	-
SLC - Tackling Poverty	-	425	(204)	221
SPT Community Transport Fund	-	46,456	(46,456)	-
NHS Car Pilot Scheme	-	7,500	(290)	7,210
SLC - Our Place Our Plan	-	500	(500)	-
Asda - Local Impact	-	1,000	(1,000)	-
Total restricted funds	<u>1,050,743</u>	<u>144,881</u>	<u>(239,417)</u>	<u>956,207</u>
Total funds	<u>1,212,070</u>	<u>256,171</u>	<u>(314,019)</u>	<u>1,154,222</u>

The specific purposes for which the funds are to be applied are as follows:

Big Lottery Community to help contribute towards the running costs of activity groups.

The Renewable Energy Fund was provided for the installation of a kitchen and the creation of a garden area at the premises.

SPT to help fund repairs to minibuses, fuel, volunteer expenses & Transport Co-Ordinator Salary

South Lanarkshire Council contributes towards running costs of LDVG. This includes Administrative Assistant & Finance Officer Salary, administration & property costs

Robertson Trust contributes towards activity groups. This includes internal recharges (room hire, teas/coffees) and sessional fees.

NHS Community Car is a new service that began in January 2020 to transport members of the community to and from doctors/hospital appointments. This fund contributes towards salaries and marketing.

CORRA contributes towards the Charity Manager salary

ASDA - Local Impact is to help contribute towards the cost of consumables for Activity Groups

SLC - Our Place Our Plan is to help contribute towards the cost of running the Strutherhill Shopping Bus

SLC - Tackling Poverty is to purchase sanitary products and store in the centre for members use.

Larkhall & District Volunteer Group

Notes to the Financial Statements for the Year Ended 31 March 2020

21 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total funds
	General £	£	£
Tangible fixed assets	7,219	947,997	955,216
Current assets	206,538	10,914	217,452
Current liabilities	(15,742)	(2,703)	(18,445)
Total net assets	<u>198,015</u>	<u>956,208</u>	<u>1,154,223</u>

22 Analysis of net funds

	At 1 April 2019 £	Cash flow £	At 31 March 2020 £
Cash at bank and in hand	288,913	(85,810)	203,103
Net funds	<u>288,913</u>	<u>(85,810)</u>	<u>203,103</u>

23 Related party transactions

There were no related party transactions in the year.