Charity Registration No. 1096451

Company Registration No. 04625595 (England and Wales)

HEREFORDSHIRE VOLUNTARY ACTION

(A COMPANY LIMITED BY GUARANTEE)

TRUSTEES' REPORT AND ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2011

HEREFORDSHIRE VOLUNTARY ACTION
COMPANY LIMITED BY GUARANTEE
LEGAL AND ADMINISTRATIVE INFORMATION

FOR THE YEAR ENDED 31 MARCH 2011

MEMBERS OF THE BOARD AND PROFESSIONAL ADVISERS

The Board of Trustees	Mrs L P Wilcox (chairman) Mr J Argent Mrs M Bennett MBE Mr B Burrows Mrs S Carter (resigned 15 November 2010) Mrs W Coombey Mrs R Heavens MBE (appointed 7 January 2011) Mr T Preece (resigned 15 November 2010) Mr J W Waldman
Chief Executive and Company Secretary	Mr W D Lindesay
Principal and registered office	Berrows Business Centre Bath Street Hereford HR1 2HE
Auditors	Kendall Wadley 21 St Owen Street Hereford HR1 2JB
Bankers	CAF Bank PO Box 289 Kings Hill West Malling Kent YE19 4TA
	HSBC plc 35 High Town Hereford HR1 2AQ

HEREFORDSHIRE VOLUNTARY ACTION
(A COMPANY LIMITED BY GUARANTEE)
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HEREFORDSHIRE VOLUNTARY ACTION
COMPANY LIMITED BY GUARANTEE
LEGAL AND ADMINISTRATIVE INFORMATION

FOR THE YEAR ENDED 31 MARCH 2011

The trustees, who are also directors for the purposes of the Companies Act, have pleasure in presenting their report and the financial statements for the charity for the year ended 31 March 2011.

Chief Executive and Company Secretary Mr W D Lindesay

Reference and administrative details
The charity is a company limited by guarantee not having a share capital; as such it is governed by its Memorandum and Articles of Association. The liability of the members in the event of the company being wound up is limited to a sum not exceeding £1. The company was incorporated on 30 December 2002 – number 4625595

The company is a registered charity: number 1096451.

Administrative information is shown before the index to the financial statements.

Objectives and activities
The charity's objectives are to promote any charitable purpose for the benefit of the community in the local government district of Herefordshire and its neighbourhood and, in particular, the advancement of education, the protection of health and the relief of poverty, distress and sickness. Furthermore, to promote and organise co-operation in the achievement of the above purposes, and to this end to bring together in council, representatives of the voluntary organisations and statutory authorities within the area of benefit.

The principal activities of the charity during the year were:-

1. Development of local voluntary and community action, focusing on:-

a. Volunteer-led and volunteer-involving organisations.
b. Furtherance of sustainable, locally based activities and groups.

2. Delivery of local development and support services to the voluntary and community sector including:-

a. Start-up and community development support.
b. Co-ordination of informal capacity building and training opportunities.
c. Information, advice and assistance.
d. Fundraising advice and grant support.
e. Advocacy and representation.
f. Partnership building and networking.
g. Policy research.
h. Dissemination and promotion of good practice.
i. Volunteering services.

3. Delivery of direct services to individuals including: -

a. Projects that improve transport access to local services (Community Wheels).
b. Extended school activities.

The organisation is an independent charity operating as a Council for Voluntary Service (CVS), providing local support and development to the voluntary and community sector in

Herefordshire. The charity is a member of the National Association for Voluntary and Community Action (NAVCA), accredited as a local Volunteer Centre by Volunteering England, AcquA-approved health and social provider and holds the NAVCA Quality Award in recognition of the high quality services it provides to the local voluntary and community sector.

Public Benefit
All of Herefordshire Voluntary Action's activities are focused on the delivery of promoting its various charitable activities to the local community. These activities are available to the inhabitants of Hereford and the surrounding community. In consequence the activities deliver a public benefit.

Structure, governance and management
The directors and trustees of Herefordshire Voluntary Action (HVA) are responsible for the strategic direction, financial and overall management of the charity. The Board meets at least bi-monthly and receives reports to enable it to give effective direction. During the last year the Board met 8 times. This was necessary to ensure regular updates and planning took place regarding local and national developments affecting the charity, in particular the Herefordshire Review of Third Sector Support Services. The Board was supported by three sub-committees and the management team, operating within the following terms of reference:-

Personnel Group
The Personnel Group meets at least twice a year to determine staffing levels and personnel issues, making recommendations to the Board where appropriate. The group determines all employment policies and procedures. An advice and indemnity service provided by Peninsula Business Services is used to ensure the charity continues to fulfill its legal responsibilities and adheres to good practice.

Health and Safety Group
The Health and Safety Group has the role of ensuring that health and safety matters are effectively managed and that there is regular communication, participation and action between staff, management and the board of trustees.

Policy Group
The Policy Group develops and reviews the overall policy framework for the Charity including consultation with staff and trustees on new areas of policy and good practice.

Management Team
The Chief Executive is responsible to the Board for day-to-day management within the strategic direction set by the Board. He is also responsible for ensuring Board members receive the financial and management information necessary to carry out their responsibilities as trustees.

The Chief Executive has monthly meetings with the Business Services Manager and Volunteering Services Manager to consider management issues and emerging priorities. This includes co-ordination of fundraising activities to enable the charity to further its objectives. Proposals for funding are considered and developed on a project by project basis. The management team refers to the Board of Trustees all decisions on expenditure in excess of £10,000 and any proposals to introduce new staff posts.

Induction and training provided for new Trustees
The charity has an induction process to support newly appointed trustees. This includes a one-to-one meeting with the Chief Executive and an opportunity to meet staff and volunteers.

A trustee induction pack is in use to introduce new trustees to their roles and responsibilities. Regular information is provided about events, training and other development opportunities within the sector. Meetings of the Board have included presentations about HVA projects and broader strategic issues including youth volunteering, the Review of Third Sector Support Services across Herefordshire and the new HERE FOR the CITY community project.

Financial risk management
The trustees actively review major risks which the charity faces, and believe that maintaining appropriate reserves, combined with the annual review of the controls over key financial systems will provide sufficient resources in the event of adverse conditions. Internal financial controls conform to the guidelines issued by the Charity Commission.
The trustees also examine other operational and business risks faced by the charity in relation to external factors and relationships, and confirm that they have established systems to minimise the major risks. A risk analysis has been adopted by the Board as part of development of the 'HVA Strategic Plan 2009 – 2012'. The management of risk is reviewed by the Management Team and by the Board of Trustees. HVA has implemented a full cost recovery methodology relating to financial management of its projects. This framework ensures that the costs of providing central services (governance, strategic management, administration and accommodation) are recovered in activities undertaken by the charity. Management charges made by the Charity cannot exceed 20% of total project revenue costs without Board approval.

Grant-making policy
The charity continued to work closely with Herefordshire Community Foundation (HCF) to deliver the Grassroots Grants programme on behalf of the Office for the Third Sector (OTS). The charity advised local organisations on applying to Grassroots, which HCF assesses against specific criteria and objectives. Grassroots Grants focused on small, mainly volunteer-led projects and organisations. The charity also continued to collaborate with HCF on a range of other funding initiatives to ensure the local third sector has access to a range of grant support. In partnership with HCF, HVA also continued to develop Youth Bank, an accessible grants pot for youth-led projects across Herefordshire. HVA facilitated and supported a panel of young people that decided on the allocation of funding.

HVA also administered the Wheels to Work Transport Grants scheme during the first quarter of the year, which amounted to £2,695. The travel grants scheme ended in the summer following the closure of the Wheels to Work project.

All HVA funded projects have been monitored and reported upon as required by each funder.

Contribution of volunteers
The charity again acknowledges the significant contribution of its dedicated team of volunteers. Activities undertaken in the year have been supported by over 75 volunteers. Their enthusiasm and efforts at all levels enabled HVA to effectively plan, develop and deliver a full range of services. Volunteer involvement is central to the ethos of the charity and HVA is very grateful for their ongoing support. The charity has calculated the financial contribution of its own volunteers during the year as £283,338. This represents a total of 31,382 hours across all activities.

Long service awards were presented to HVA volunteers at the AGM in October to recognize their invaluable contributions to the work of the charity.

Achievements and performance:
Activities and performance during the year were again measured against the vision, purpose statement and strategic objectives as set out in the HVA Strategic Plan 2009/12. This plan was developed during 2009 and based on consultation with HVA members and Herefordshire's voluntary and community sector: -

HVA's **vision** is of volunteers, groups and communities playing active and positive roles, enhancing quality of life across Herefordshire.

Our **purpose** is to ensure the voluntary and community sector (VCS) in Herefordshire can access the support and services it needs to achieve its aims.

The seven strategic priorities of the organization are: -

1. Providing effective services to voluntary and community groups, to recognised quality standards.
2. Delivery of youth and adult volunteering services to individuals and groups.
3. Providing focused community development support to those most in need.
4. Delivering services directly to people in their communities, where appropriate.
5. Supporting the local voluntary and community sector to take part in decision-making and effective representation.
6. Working locally, regionally and nationally to contribute to policy formulation, development and implementation.
7. Continuing to develop internal management, governance and independence to meet ongoing needs and demands for our services

Volunteering across the county - Thousands of people volunteer in Herefordshire. On a weekly basis the organisation continued to showcase, publicise, promote, research and inform volunteering policy through the following activities and services: -

a. Accessible Volunteer Centre open 30 hours per week in Hereford City and 9 hours per week rural outreach across Bromyard, Kington and the Golden Valley.
b. One to one brokerage to members of the public interested in volunteering. The Volunteer Centre undertook 365 one to one interviews and registered a further 464 do-it applications, making a total of 839 volunteer registrations during the year. HVA also dealt with a further 415 additional volunteering enquiries from the community.
c. Maintained an up to date list of 560 live volunteering opportunities during the year.
d. Published a new Good Practice Guide for volunteer involving organizations. 160 guides were distributed to Volunteer Coordinators within local groups and charities.
e. Coordinated a successful photographic competition celebrating local volunteering during National Volunteers Week.
f. Vinvolved (Youth Volunteering) brokered 286 young people into volunteering and created over 1500 volunteering opportunities during the year. Vinvolved also organised a Youth Volunteer Fair, attended by 500 young people involving 15 local organisations.
g. 878 requests for advice from volunteer involving organizations were dealt with. 7 Volunteer Coordinators newsletters were also distributed and 3 coordinators forums, attended by 26 people were held.

h. 4 volunteer training courses were arranged in Marketing Volunteering, Running Events, Recruitment and Management of Volunteers, and Volunteers and the Law. These training sessions were attended by 58 people.

Volunteering England re-accreditation – In December 2010 Herefordshire Volunteer Centre was re-accredited for a further three years by Volunteering England. The Centre was deemed to provide an excellent level of performance across all standards, with some practices to be used as a model of national good practice.

National Association for Voluntary and Community Action Quality Award – The charity holds the NAVCA Quality Award, a national standard indicating the quality of support services provided within the local community.

Local publicity of volunteering - The work of HVA was assisted by The Hereford Journal who provided 51 volunteer column features during the year. A freephone 0800 number for volunteering enquiries continues to be provided. Ongoing publicity of volunteering during the year was supported in the form of 13 public displays, volunteers fairs, opportunities posted in 74 venues, and 2 promotional events in High Town Hereford.

Value of Volunteering in Herefordshire Report 2010 – The charity was commissioned by Herefordshire Infrastructure Consortium (HIC) to update a 2006 report to assess the social and economic contribution of local volunteering. The report indicates that c53,000 adults regularly volunteer in Herefordshire giving some 5,876,000 hours per annum, the equivalent of 3,054 full time workers. On this basis volunteering makes a contribution in the region of £60million per annum to the local economy.

'Step Up' supported volunteering – 82 individuals during the year were identified as requiring additional volunteering support. Assistance was provided on a case by case basis and this resulted in 27 people being supported into local volunteering through Step Up. Our specialist knowledge regarding support needs helped contribute to a volunteering report commissioned by Herefordshire Council and a scoping project on involving people with learning disabilities.

Vinvolved youth volunteering project – A key success in the year was the continued development of Vinvolved, a partnership youth project with Herefordshire Council for Voluntary Youth Services (HCVYS). In the third and final year of the project 286 young people aged 16 -25 were brokered into volunteering. 1,596 volunteering opportunities (target 1,140) were also created. The project employed two youth workers based in the Volunteer Centre and developed exciting volunteering opportunities for young people. Initiatives included the creation of a Herefordshire Youth Action Team and Herefordshire Youth Bank (in partnership with Herefordshire Community Foundation). The project also supported 37 local organisations wishing to develop exciting and attractive youth opportunities, accredited training and volunteering good practice.

Herefordshire Youth Bank - The Vinvolved team supported a group of 10 young people to set up and run a small grants scheme for youth led projects across Herefordshire. By March 2011, the scheme, part of Youth Bank UK had awarded 19 grants to a total value of over £18,000. One panel member commented "Youth Bank has been an amazing experience, the grants we have given so far have had a positive effect on the lives of young people from all backgrounds in our county".

Key volunteering outcomes – Key outcomes of this work in the year included improved quality of volunteering activities across the County, increased numbers of people volunteering and the social and economic value of volunteering widely recognized and celebrated.

Community Wheels – This is a frontline community transport service delivered by 65 volunteer drivers. Based in North Herefordshire the project covers 350 square miles consisting of almost 100 parishes. For the period 2010/11 Community Wheels covered 221,713 miles, and provided 15,751 trips including transport for other support organizations and charities. Customer satisfaction remains high. One passengers said "Community Wheels is tremendous, a wonderful service" another said "It is such a relief just knowing that Community Wheels are there" and "we could not have coped without you". Following the closure of a similar scheme operating in Hereford City and surrounding parishes, Community Wheels worked with Herefordshire Council to provide an interim service to existing clients.

Wheels to Work (W2W) – W2W was a needs-led project helping people finding it difficult to get to work or training because they have no access to public or private transport. Services included moped loan, reconditioned bicycles, driving theory test tuition, subsidised driving lessons, travel grants and travel advice.

Following a review of funding arrangements with local and regional partners HVA ceased operating the Wheels to Work Services in August 2010 after 10 years of operation. We continue to contribute to a number of broader discussions to look at how barriers to access to employment may be overcome in the future.

Voluntary Groups Outreach and Support – The Herefordshire Council funded outreach, information and support serviced assisted 97 different voluntary and community groups. A diverse range of organisations and projects were supported including disability groups, older people, community groups, faith and minority communities. Support has involved: -

a. Guidance in helping to form local groups including governance issues and constitutions

b. Assistance with accessing funding for projects

c. Support with business planning, consultation, project development and running events

d. Signposting to more specialist support and advice

e. Capacity building and training

Training and networking opportunities have been delivered in conjunction with other partners throughout the county. The project also contributed to the design of the Herefordshire Infrastructure Consortium (HIC) training programme. Outreach, in particular attendance and support to meetings of local groups, remains highly valued. One organisation we assisted said "due to your guidance, we were able to articulate our project, prove the need in our area, and received the funding."

'REACH' Rural Support Services (2009 – 2012) – The charity was awarded a grant of £447, 154 by the Big Lottery Fund (BASIS Round Two programme). In the first full year the new REACH project team provided a full range of support to small volunteer-led groups in rural areas. REACH is a partnership project between five third sector local support and development delivery partners. The project is in the process of recruiting 50 volunteer community volunteers to assist in delivering local information.

HVA has established partnership arrangements with all five third sector support providers offering specialised youth work, business support, outreach services in the Ledbury area and targeted support for faith communities. REACH is match funded by LEADER and HVA is

the accountable body and lead organisation for the project.

REACH has established outreach services in local areas during the year. Community Development workers offering start up, information, advice and volunteering services are based in Bromyard, Kington and Peterchurch (Golden Valley). This has been a significant development for the charity in the last year. The local voluntary and community sector now has a local access point for services in all these priority areas. The charity supported 115 small volunteer led groups during its first year and there has been a very positive response to these services. "As a volunteer it is good to know that help and support is available locally for volunteer organisations as this is hard to get from other agencies". Another beneficiary said "it is great to have a Community Development Worker locally and we find them positive and enthusiastic".

Information and networking – Projects worked with partners to deliver a series of local information and funding events in rural areas. Events in rural communities were attended by 93 people from 41 different groups.

Local directories - Directories were produced and distributed throughout the county to local shops, village halls, churches and Parish Councils. The local directories (1,050 postal contacts) provide information and signposting to activities and groups in Bromyard, Golden Valley, Ross-on-Wye, Leominster and Kington.

Funding breakfasts – In partnership with E.F Bulmer Benevolent Fund HVA continued to organize the highly successful funding breakfasts. This network enables voluntary sector representatives to meet potential funders and guest speakers offering advice on funding. Six breakfasts took place in Hereford, attended by 165 individuals from 55 different groups.

South Wye – HVA's Chief Executive is Chairman of the South Wye Regeneration Partnership (SWRP). Involvement in the work of SWRP has enabled HVA to maintain its contribution to the community strategy for this area of Hereford City, where some of the most significant needs in the county are prevalent. Projects and initiatives supported the purchase of Belmont Pools and development of Belmont Haywood Country Park. The SWRP has built on its reputation for quality partnership working locally, regionally and nationally during the year.

Herefordshire Community Foundation (HCF) – HVA continued to work closely with HCF during the year, and has supported the Foundation's efforts to develop local philanthropic giving and access to independent grant funding for the voluntary and community sector.

Grassroots Grants – HVA worked in partnership with the HCF to deliver a highly successful Grassroots Grants programme across Herefordshire. The charity continued to offer outreach, advice and support to local organisations seeking to apply to Grassroots for funding.

The charity has also offered advisory role to the Grassroots Grants Panel, offering guidance and information about local needs in the area. Between 2008/2011 Grassroots Grants awarded 111 grants to local organizations to a total value of £204,691 (c£70,000 during 2010/11). Projects supported have included improving village halls' insulation, equipment for play groups, sports activities and volunteer training. The quality of outreach support provided by HVA has been widely acknowledged in end of grant reporting and monitoring reports received from applicant organisations.

Interim Third Sector Strategic Board (ITSSB) – Continued support continues to be provided to the development of the ITSSB in Herefordshire. The ITSSB will lead future engagement and representational arrangements.

Influencing strategy, policy and campaigning – The charity participated in a range of decision-making structures including Herefordshire Partnership, West Midlands Volunteering Network and West Midlands England Volunteering Development Council.

The charity led a number of local campaigns relevant to volunteer drivers insurance and expenses. Both are very pertinent issues in rural areas. The campaign contributed to national debates and also resulted in responses from 2 local MP's.

Membership – At the end of the year HVA had 187 registered members, reflecting the breadth of the sector in Herefordshire, and also has a wider mailing list of over 1,150 local contacts.

Member services - The charity offered a number of new member services. Members can now access an exclusive part of HVA's website containing extra resources, model policies and procedures, as well as access to professional advice on Health & Safety and other legislation.

Strategic Plan 2009 – 2012 – The charity continued to develop activities within the context of an existing Strategic Plan which runs until 2012. All projects are monitored on a quarterly basis by the Board of trustees against the seven strategic priorities as set out in the strategic plan, including an end of year Impact report for the full year 2010/11.

Marketing and communications - The website, www.herefordshireva.org continued to promote a range of up-to-date information for local groups, e.g., recruitment, events, resources, funding, signposting. 88 local events and 84 news items of interest to the voluntary sector were publicised on the website which received 19,298 visits during the year.

HVA News – HVA News (paper format) was distributed on a quarterly basis to HVA's mailing list which consists of 1,150 Herefordshire contacts. The newsletter provides a mixture of information pertinent to voluntary groups large and small. The charity was very grateful for the support of Open Gate Social Club for collating and preparing newsletter mail-outs during the year.

Review of Third Sector Support Services in Herefordshire – The charity contributed towards the review being undertaken in Herefordshire regarding the provision of support services. Working with other providers including Herefordshire Public Services (HPS) this work seeks to ensure effective service design, planning and value for money of future support services.

Email newsletter – During the year an e-newsletter was circulated to 515 people on average, at regular intervals throughout the year. This development was in response to requests for more frequent communication between paper newsletters.

Extended Schools Partnership – HVA continued to employ two staff to deliver an extended school service at Marlbrook Community School. Activities included pre-school, after-school and holiday use of the school by the community. The charity has developed a range of activities, including volunteer involvement, family learning workshops and sports activities for children aged 4 -11. The project continues to offer a strong community development approach to service delivery including volunteering and parent involvement.

HERE FOR the CITY - Following a successful application to the Big Lottery Fund Reaching Communities Programme the charity was awarded a grant of £367,772 in March 2010. HVA is now working with Close House and HCVYS to provide community development activities across Hereford. Priority areas of activity include young people,

community cohesion and targeted support to Black, Asian and Minority Ethnic (BAME) communities. This project is being match funded by a £50,000 grant from Hereford City Council

Mayor's Charity 2010/11 – The charity was selected by Cllr Anna Toon along with Wheeled Sports for Hereford as Hereford Charity of the Year 2010/11. It was a successful year in which the profile of the charity grew significantly thanks to the promotional work undertaken by Cllr Toon. The charity wishes to formally acknowledge being selected as the Mayor's Charity as a key achievement during the year.

Hereford City Plan – Working with Community First and Hereford City Council**,** the charity supported the development of Hereford City Plan, one of the largest community led plans ever attempted in the United Kingdom. Using a variety of community led planning approaches including interactive consultations, community meetings and ward survey across seven wards in the City the plan was ready for adoption in March 2011. Over 2,000 individual suggestions were made during the consultation process and 1,300 surveys completed by residents across the city highlighting future needs.

The City Plan project, supported by local Councillors and volunteers undertook 50 different consultations and attended 80 different meetings or community events. This work included consultations in each of the seven wards and 2 high profile interactive consultation events in High Town in August and October.

Herefordshire Infrastructure Consortium (HIC) - HVA remained an active member of HIC, which continued to develop collaborative and joint working between organizations supporting the third sector in Herefordshire. The charity contributed to a number of joint projects around training, events, signposting and volunteering.

Annual General Meeting – The AGM in October was our most successful since inception of the organization in 2002. 83 representatives, partners and member organizations attended, indicating to the charity a growing interest and acknowledgement of HVA services across the county. At the AGM achievements of the various projects were again showcased, and long service awards were presented to HVA volunteers and staff by the Deputy Lord Lieutenant, Vice Air Marshall Mike Smart. Our keynote speaker was John Taylor, Head of Region West Midlands for the Big Lottery Fund.

Outcomes
Key outcomes from the work of HVA in the last year included: -

- Improved support and services for voluntary and community groups in Herefordshire.
- Increased influence of the voluntary and community sector in local decision making.
- Improved capacity within voluntary organisations and local groups to meet their own needs.
- Local people and communities having increased access to local services.

Financial Review
The results for the year are set out in the financial statements commencing on page 16. The financial statements show net incoming resources of £45,433 compared to net outgoing resources in 2010 of £37.

The level of free reserves has remained within the policy set throughout the year and Trustees consider the results for the year and the financial position at the balance sheet date to be satisfactory.

Reserves policy
HVA has a reserves policy through which reserves are accounted for under three headings, - restricted, designated and unrestricted (free). Restricted reserves of £179,517 are identified as those ring-fenced by funders to finance particular projects and cannot be used for any other purpose. Designated funds are those unrestricted funds agreed to be set aside for specific purposes, and include an amount to cover wind-up costs. In accordance with good practice guidance this represents three months' core/running costs, statutory redundancy for all staff who qualify under current legislation and all other outstanding commitments of the Charity, which amount to £116,108. Unrestricted funds of £53,402 represent the balance of the total reserves and can be used at the discretion of the trustees.

Due to future uncertainties regarding statutory funding, in particular implementation of recommendations made by the 2010 Review of Third Sector Support Services, trustees believe it is prudent to maintain the current level of reserves. At this level they believe they would be able to continue current activities in the event of a significant drop in funding. In those circumstances they would, of course, have to consider how the funding could be replaced, the activity changed, or whether rationalization of services provision is required.

In response to increased demand for services in rural areas from small volunteer-led groups, HVA developed a successful application to the Big Lottery Fund BASIS Round Two funding programme called REACH. This project started in January 2010 and completed a successful annual review during the year. During the year the charity also secured further funding from the Big Lottery Fund Reaching Communities Programme to develop a new service to support communities across Hereford City.

Both projects, which are being delivered in partnership with a range of specialist service providers are ensuring the voluntary and community sector in Herefordshire continues to access high quality support at a time of financial uncertainty.

Investment powers and restrictions
The trustees' investment strategy is to identify funds that are surplus to day-to-day requirements and to invest them in higher interest earning accounts available to charities. Investment is made after assessing the level of risk to the principal sum invested, the accessibility of the funds and the amount of administration required to manage and monitor the investment. Currently HVA's policy is not to invest in shares and securities.

Principal funding sources
HVA received valuable funding from a range of charitable trusts, funders and statutory sources during the period. Principal funding sources were: -

Herefordshire Council (Local Authority)
Vinvolved (national youth volunteering programme)
The Big Lottery Fund

Details regarding all sources of funding received during the year can be found in the notes to the accounts.

Plans for the future
The charity will continue to implement key actions in the final year of the Strategic Plan 2009/12, including a key focus on demonstrating outcomes for local communities and organisations offered assistance and support.

Key priorities in the next year include:-

Volunteer of the Year Awards (VOYA) – Work with Allpay to organise another successful gala event in June 2011 to showcase the breadth, diversity and contribution made by volunteers across Herefordshire.

Implement new arrangements for support services across the county - Work with key service providers and Herefordshire Public Services (HPS) to ensure effective, efficient and cost effective support services for frontline groups continue to be provided in the future. The charity will contribute to the implementation of a new single entity support service being established for the local voluntary and community sector.

The charity will consult with its members on any proposals emerging from the implementation of the review that may affect services, activities and projects currently offered by the charity.

Delivery of direct services – HVA will continue to operate services that respond to local needs, including the Community Wheels transport scheme which provides vital access to services for people in rural areas who do not have access to independent transport.

Youth Volunteering services – Seek sustainability of youth volunteering services within Herefordshire Volunteer Centre to ensure that volunteering opportunities for young people continue to be supported across the county.

Funding breakfasts – Continue the highly successful funding events on a monthly basis so that the voluntary and community sector can network, share good practice and receive up-to-date funding information. Plans include an afternoon-tea pilot to encourage those unable to attend morning sessions.

NCVO Sustainable Funding Beacon – From April 2011, HVA has been selected as one of only seven Beacon projects across England. This status will enable HVA to ensure that the local voluntary and community sector can access support to help them become more financially sustainable. This programme of work is already underway with the training of 14 local support and development staff in principles of sustainable funding.

Training – An ongoing informal and formal training programme will be supported to ensure local groups and volunteers continue to develop the capacity and skills needed.

'HERE FOR the CITY' Community Development – We will continue to work with all our partners to meet the needs of communities across Hereford City. Particular priorities include young people, community cohesion, Black, Asian and Minority Ethnic (BAME) communities, volunteers and plans to organize a Hereford Celebration in September 2011.

The HERE FOR the CITY project will also support actions and needs arising from the Hereford City Plan. This will involve continued promotion of the plan within local communities and assistance to Hereford City Council, volunteers and local community groups

to take positive action.

Community Development: South Wye – Continue to play a strategic role in the work of South Wye Regeneration Partnership and support community based activities as appropriate, including planning for the South Wye Big Event in 2011.

REACH – Further develop REACH as a strong partnership delivering high quality support to small voluntary groups in rural areas. The development of a network of community contacts to support the delivery of the project is a particular priority along with relationships with funders including LEADER and Big Lottery Fund. Ensure that the REACH approach continues to inform Herefordshire Partnership and local strategic planning regarding 'locality' working across rural Herefordshire

Compact - Continue to contribute to the Herefordshire Compact, a framework for future working between the local voluntary and community sector and statutory agencies. Take a lead role in action planning around the local volunteering code.

Local Community Strategy - Engage in strategic planning mechanisms including Herefordshire Community Strategy, facilitating VCS involvement where appropriate.

Community Wheels – Develop the services offered to clients and volunteers and make continued improvements to efficiency and sustainability. Contribute to the Review of Transport Services across Herefordshire and clarify the role of community transport delivery within any emerging single entity support service arrangements for Herefordshire.

Marlbrook Extended School – Further expand upon community links and work with priority groups to make best use of school facilities. We will be reviewing the current project arrangements and sustainability of the existing scheme beyond the current funding end date of August 2011.

Statement as to disclosure of information to auditors
The trustees have confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditors are aware of such information.

Statement of trustees' responsibilities

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity at the end of the year and of the incoming and outgoing resources for the year then ended.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

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

Signed by order of the Trustees

Mr. W.D. Lindesay
Company Secretary

Dated: 29 July 2011

HEREFORDSHIRE VOLUNTARY ACTION
(A COMPANY LIMITED BY GUARANTEE)
INDEPENDENT AUDITORS' REPORT

TO THE TRUSTEES OF HEREFORDSHIRE VOLUNTARY ACTION

We have audited the accounts of Herefordshire Voluntary Action for the year ended 31 March 2011 set out on pages 16 to 31. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charity's trustees, as a body, in accordance with section 43 of the Charities Act 1993 and regulations made under section 44 of that Act. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditors

As explained more fully in the statement of trustees' responsibilities, the trustees, who are also the directors of Herefordshire Voluntary Action for the purposes of company law, are responsible for the preparation of the accounts and for being satisfied that they give a true and fair view.

The trustees have elected for the accounts to be audited in accordance with the Charities Act 1993 rather than the Companies Act 2006. Accordingly we have been appointed as auditor under section 43 of the Charities Act 1993 and report in accordance with regulations made under section 44 of that Act.

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

Scope of the audit of the accounts

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

We have undertaken the audit in accordance with the requirements of APB Ethical Standards including APB Ethical Standard - Provisions Available for Small Entities, in the circumstances set out in note 22 to the accounts.

Opinion on accounts

In our opinion the accounts:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2011 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

TO THE TRUSTEES OF HEREFORDSHIRE VOLUNTARY ACTION

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities Act 1993 requires us to report to you if, in our opinion:

- the information given in the Trustees' Report is inconsistent in any material respect with the accounts; or
- the charitable company has not kept adequate accounting records; or
- the accounts are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

J. T. Marston.

Jonathan Marston BA FCA (Senior Statutory Auditor)
for and on behalf of Kendall Wadley LLP

Chartered Accountants
Statutory Auditor
21 St Owen Street
Hereford
HR1 2JB

Dated: 29 July 2011

HEREFORDSHIRE VOLUNTARY ACTION
(A COMPANY LIMITED BY GUARANTEE)
STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2011

	Notes	Unrestricted funds £	Restricted funds £	Total 2011 £	Total 2010 £
Incoming resources from generated funds					
Donations and legacies	2	-	494	494	2,195
Investment income	3	1,464	-	1,464	650
		1,464	494	1,958	2,845
Incoming resources from charitable activities	4	-	729,309	729,309	634,052
Other incoming resources	5	856	-	856	604
Total incoming resources		2,320	729,803	732,123	637,501
Resources expended	6				
Costs of generating funds					
Costs of generating donations and legacies		1,182	4,329	5,511	24,796
Charitable activities					
Core / Partnership Projects		80,180	21,656	101,836	128,616
Community Development		-	260,966	260,966	150,344
Transport Projects		-	182,172	182,172	194,789
Volunteering Services		-	124,994	124,994	128,155
Total charitable expenditure		80,180	589,788	669,968	601,904
Governance costs		9,786	1,425	11,211	10,838
Total resources expended		91,148	595,542	686,690	637,538
Net (outgoing)/incoming resources before transfers		(88,828)	134,261	45,433	(37)
Gross transfers between funds	12	102,531	(102,531)	-	-
Net income/(expenditure) for the year/ Net movement in funds		13,703	31,730	45,433	(37)
Fund balances at 1 April 2010		155,807	147,787	303,594	303,631
Fund balances at 31 March 2011		169,510	179,517	349,027	303,594

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006, and represents continuing activities.

Unrestricted reserves include designated reserves of £116,108 (2010: £107,017). The balance of £53,402 (2010: £48,790), represents free reserves.

HEREFORDSHIRE VOLUNTARY ACTION
(A COMPANY LIMITED BY GUARANTEE)
BALANCE SHEET

AS AT 31 MARCH 2011

	Notes	2011 £	2011 £	2010 £	2010 £
Fixed assets					
Tangible assets	13		7,639		14,002
Current assets					
Debtors	14	43,272		38,395	
Cash at bank and in hand		357,691		350,792	
		400,963		389,187	
Creditors: amounts falling due within one year	15	(59,575)		(99,595)	
Net current assets			341,388		289,592
Total assets less current liabilities			349,027		303,594
Income funds					
Restricted funds	18		179,517		147,787
Unrestricted funds:					
Designated funds	19		116,108		107,017
Other charitable funds			53,402		48,790
			349,027		303,594

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2011, although an audit has been carried out under section 43 of the Charities Act 1993. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these accounts under the requirements of the Companies Act 2006.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and if its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

The accounts were approved by the Board on 29 July 2011

Mrs L. P. Wilcox
Trustee

Company Registration No. 04625595

1 Accounting policies

1.1 Basis of preparation

The accounts have been prepared under the historical cost convention.

The accounts have been prepared in accordance with applicable accounting standards, the Financial Reporting Standards for Smaller Entities (effective April 2008), the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005 and the Companies Act 2006.

1.2 Incoming resources

Donations and gifts

Donations are accounted for when received by the charity, except when the donors specify that they must be used in future accounting periods or donors conditions have not been fulfilled, then the income is deferred. Donated facilities are included at the value to the charity where this can be quantified and a third party is bearing the cost. The charity receives the benefit of work carried out by volunteers. No monetary value is placed on these activities.

Grant income

Income from grants, including capital grants, is included in incoming resources when these are receivable, unless claimed after the expense has been incurred, when it is accrued as a debtor. When grants have been received for specific projects they are applied solely to those projects.

Incoming resources from charitable activities

Income from charitable and commercial trading activities are included in incoming resources in the period earned.

Interest receivable

Interest receivable is included when received by the charity.

Other income

Other income is accounted for on an accruals basis as far as it is appropriate to do so.

1.3 Resources expended

Resources expended are included in the statement of financial activities on an accruals basis, inclusive of VAT which cannot be recovered. Expenditure which is directly attributable to specific projects, has been included within the project costs. Where costs are attributable to more than one project they have been apportioned across the projects on a basis consistent with the use of those resources.

Costs of generating voluntary income

Costs of generating voluntary income include all costs directly attributable to fundraising. This includes an apportionment of staff salaries based on staff time attributed to securing grant income.

Charitable activities expenditure

Charitable expenditure costs comprise those costs directly attributable to the furtherance of the charity's principal activities.

1 Accounting Policies **(continued)**

Governance costs

Governance costs include all expenditure not directly related to the charitable activity. This includes the cost of running the administrative office, staff salaries for administrative staff and audit fees.

Apportionment of expenditure

Costs are allocated to a particular activity where the cost relates to that activity. Salaries not directly attributable to specific activities are apportioned to activities on the basis of estimated time spent on each activity.

Premises costs and general office expenses are apportioned 15% to governance costs and 85% to charitable activities expenditure, based on estimated usage by staff of office facilities for each activity.

Grants payable

Grants payable are included in the Statement of Financial Activities when approved by the panel and the recipient has met the panel's requirements. The value of the grant unpaid at the year end is accrued.

The charity also issues grants to individuals out of relevant funds as part of its charitable activities. These are either payments to the individuals to reimburse expenditure suffered by the individual or expenses paid directly on behalf of the individual. Individual grants are included in the Statement of Financial Activities when approved.

Further explanation of grants issued can be found in the notes to the accounts.

1.4 Tangible fixed assets and depreciation

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

Computer equipment	1 year on a straight line basis
Office equipment	4 years on a straight line basis
Furniture and fittings	5 years on a straight line basis
Motor vehicles	4 years on a straight line basis
Mopeds	3 years on a straight line basis

Except for when the asset is purchased solely for a specific project and the life of the project is shorter than the stated depreciation rate, in which case the asset is written off on a straight line basis over the life of the project.

It is the charity's policy to capitalise all assets costing over £500.

1.5 Leasing and hire purchase commitments

Rentals payable under operating leases are charged against income on a straight line basis over the period of the lease.

1.6 Pensions

The charity operates two defined contribution schemes, a stakeholders pension scheme and certain employees have personal pension schemes to which the charity contributes. The assets of the schemes are held separately from those of the charity. The annual contributions payable are charged to the statement of financial activities.

1 Accounting Policies **(continued)**

1.7 Accumulated funds

Unrestricted general funds

Unrestricted general funds are funds that can be used in accordance with the charitable objects at the discretion of the trustees.

Designated funds

Designated funds are funds set aside by the trustees out of unrestricted general funds for specific future purposes or projects. Further explanation of the nature and purpose of the designated funds is included in the notes to the financial statements.

Restricted funds

Restricted funds are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when the funds are raised for particular restricted purposes. Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

1.8 Transfers between funds

When a project ends, any deficit arising which cannot be reclaimed from the funder is recovered from the unrestricted funds. Where surpluses arise on completed projects, funders are contacted and asked if they want the surplus repaid. If the funder requests repayment the surplus is refunded. Otherwise the funds are used for specific projects decided upon by the provider, or, where there are no restrictions placed on the surplus funds, transferred to unrestricted funds.

Management costs of administering the funds incurred are also treated as transfers between funds.

2 Donations and legacies

	2011	2010
	£	£
Donations and gifts	**494**	2,195

3 Investment income

	2011	2010
	£	£
Interest receivable	**1,464**	650

4 Incoming resources from charitable activities

	2011	2010
	£	£
Core / Partnership Projects	**(5,200)**	39,929
Community Development	**396,639**	195,681
Transport Projects	**171,317**	246,165
Volunteering Services	**166,553**	152,277
	729,309	**634,052**
Incoming resources consists of:		
Grants receivable	600,006	531,502
Fares and mileage charges for transport projects	98,986	90,757
Miscellaneous income	30,317	11,793
	729,309	**634,052**
Analysis of grants receivable:		
Grants included in core / partnership projects:		
Herefordshire Council	-	25,842
Capacity Builders (Change Up)	(6,000)	10,000
E.F. Bulmer Benevolent Fund	-	3,000
	(6,000)	**38,842**
Grants included in community development:		
Herefordshire Council	132,305	122,999
Big Lottery Fund	170,031	52,448
Sports Unlimited	-	9,669
Herefordshire Community Foundation	1,481	5,194
Hereford City Council	52,150	-
Leader	30,557	-
	386,524	**190,310**
Grants included in transport projects:		
Advantage West Midlands	-	43,357
Herefordshire Council	71,657	94,756
Eveson Charitable Trust	-	15,000
	71,657	**153,113**

Grants included in volunteering services:		
Capacity Builders (Change Up)	10,999	27,541
Vinvolved - Russell Commission Implementation Body	80,000	80,000
Herefordshire Council	41,826	26,696
Eveson Charitable Trust	15,000	15,000
	147,825	**149,237**
	600,006	**531,502**

5 Other incoming resources

	2011	2010
	£	£
Other income	**856**	604

6 Total resources expended

	Staff costs	Depreciation	Other costs	Grant funding	Total 2011	Total 2010
	£	£	£	£	£	£
Costs of generating funds						
Costs of generating donations and legacies	**5,511**	**-**	**-**	-	**5,511**	24,796
Charitable activities						
Core / Partnership Projects						
Activities undertaken	-	-	-	-	-	37,878
Support costs	53,709	2,074	46,053	-	101,836	90,738
Total	53,709	2,074	46,053	-	101,836	128,616
Community Development						
Activities undertaken directly	216,281	-	44,685	-	260,966	150,344
Transport Projects						
Activities undertaken	60,465	4,771	114,241	-	179,477	184,351
Grants issued	-	-	-	2,695	2,695	10,438
Total	60,465	4,771	114,241	2,695	182,172	194,789
Volunteering Services						
Activities undertaken	103,242	563	21,189	-	124,994	128,155
	433,697	**7,408**	**226,168**	**2,695**	**669,968**	601,904
Governance costs	**5,577**	**-**	**5,634**	-	**11,211**	10,838
	444,785	**7,408**	**231,802**	**2,695**	**686,690**	637,538

Governance costs (note 9) includes payments to the auditors of £3,133 (2010: £3,172) for audit and accounts preparation services.

7 Grants payable

	Total 2011 £	Total 2010 £
Transport Projects	**2,695**	10,438
	2,695	**10,438**
Grants to individuals relating to transport projects comprise:		
Driving lessons grants	1,468	4,972
Vehicle repair grants	1,227	5,466
	2,695	**10,438**

During the year the charity paid grants for driving lessons to 9 (2010 - 14) individuals and theory lessons to 3 (2010 - 6) individuals. The charity also paid grants to 15 (2010 - 66) individuals to help pay for upkeep and running expenses of their vehicles and bicycles.

8 Support costs

	2011 £	2010 £
Premises costs	**39,954**	37,983
Office expenses	**6,099**	4,405
Staff costs	**53,709**	44,686
Depreciation	**2,074**	3,664
	101,836	90,738

Premises costs and general office expenses are apportioned 15% to governance costs and 85% to charitable activities expenditure, based on estimated usage by staff of office facilities for each activity.

9 Governance costs

	2011 £	2010 £
Other governance costs comprise:		
Audit fees	3,133	3,172
Office expenses	2,204	1,720
Cost of trustees' meetings	297	370
	5,634	5,262

10 Trustees

None of the trustees (or any persons connected with them) received any remuneration during the year, but 2 of them were reimbursed a total of £297 travelling expenses (2010: 3 were reimbursed £355).

11 Employees

Number of employees

The average monthly number of employees during the year was:

	2011	2010
	Number	Number
Management Staff	**2**	2
Administrative Staff	**2**	1
Community Development Staff	**11**	7
Voluntary Sector Support Staff	**9**	10
	24	20

Employment costs	**2011**	2010
	£	£
Wages and salaries	**395,098**	346,449
Social security costs	**32,689**	29,982
Other pension costs	**16,998**	14,979
	444,785	391,410

There were no employees whose annual remuneration was £60,000 or more.

12 Transfers

	£
Transfers between restricted funds and unrestricted funds consists of:	
Restricted funds' management fees	108,057
V Involvement Team management fee subsidy	(8,666)
From project funds for winding up reserves	3,140
	102,531

13 Tangible fixed assets

	Equipment	Fixtures & fittings	Motor vehicles	Total
	£	£	£	£
Cost				
At 1 April 2010	32,091	5,102	56,662	93,855
Additions	-	-	1,647	1,647
Disposals	(1,925)	-	(12,300)	(14,225)
At 31 March 2011	**30,166**	**5,102**	**46,009**	**81,277**
Depreciation				
At 1 April 2010	28,347	5,028	46,478	79,853
On disposals	(1,925)	-	(11,750)	(13,675)
Charge for the year	3,113	74	4,273	7,460
At 31 March 2011	**29,535**	**5,102**	**39,001**	**73,638**
Net book value				
At 31 March 2011	**631**	**-**	**7,008**	**7,639**
At 31 March 2010	3,744	74	10,184	14,002

14 Debtors

	2011	2010
	£	£
Trade debtors	**10,029**	20,479
Other debtors	**6,526**	474
Prepayments and accrued income	**26,717**	17,442
	43,272	38,395

15 Creditors: amounts falling due within one year

	2011	2010
	£	£
Trade creditors	**22**	1,347
Other creditors	**24,115**	-
Accruals	**25,499**	32,428
Deferred income	**9,939**	65,820
	59,575	99,595

Other creditors consists of monies owed to partners of the Here For the City and REACH projects, to which HVA has no legal right. At the year end £13,596 was owed to the partners of the Here For the City project and £13,596 was owed to the partners of the REACH project.

16 Deferred income

	2011	2010
	£	£
Total deferred income at 1 April 2010	**65,820**	40,000
Amounts received in year	**9,939**	65,820
Amounts credited to statement of financial activities	**(65,820)**	(40,000)
Total deferred income at 31 March 2011	**9,939**	65,820

17 Pension and other post-retirement benefit commitments

The company operates two defined contribution pension schemes. The assets of the schemes are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the company to the fund.

Defined contribution

	2011	**2010**
	£	**£**
Contributions payable by the company for the year	16,998	14,979

18 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

		Movement in funds			
	Balance at 1 April 2010	**Incoming resources**	**Resources expended**	**Transfers**	**Balance at 31 March 2011**
	£	**£**	**£**	**£**	**£**
Wheels To Work	43,995	674	(33,348)	(4,214)	**7,107**
Community Wheels Car Scheme	45,067	171,126	(148,825)	(14,012)	**53,356**
REACH Community Development	(5,109)	125,867	(86,474)	(16,452)	**17,832**
Voluntary Sector Assembly	4,064	-	-	(4,064)	**-**
Community Led Planning	(3,010)	45,694	(31,033)	(7,232)	**4,419**
Future Jobs Fund	(91)	5,569	(5,484)	6	**-**
Volunteer Development Agency	16,994	34,485	(21,762)	(7,418)	**22,299**
Extended Schools Project	1,270	54,265	(44,845)	(7,214)	**3,476**
Living Well Sport Project	6,124	11,882	(8,792)	(2,190)	**7,024**
Vinvolved Project	2,821	80,000	(78,843)	(3,978)	**-**
Supporting Volunteers "Step Up"	1,177	15,000	(9,734)	(3,092)	**3,351**
Herefordshire Council SLA	9,204	74,928	(63,643)	(12,551)	**7,938**
Sports Unlimited	89	2,617	(2,185)	(521)	
Grass Roots Grant Scheme	5,234	1,481	(2,086)	(522)	**4,107**
Localised Service Support	-	4,969	(1,518)	-	**3,451**
Area Based Grant	-	17,000	(13,564)	(3,436)	**-**
Schools Advisors Hosting	-	10,500	(1,386)	(9,114)	**-**
Here For the City	-	74,131	(41,450)	(10,591)	**22,090**
Miscellaneous Restricted Funds	19,958	(4,385)	(570)	4,064	**19,067**
	147,787	**729,803**	**(595,542)**	**(102,531)**	**179,517**

The Wheels To Work fund loaned mopeds, provided subsidised driving lessons, grants and travel advice, to help people access work or training. The scheme was based in Leominster but operated across the county. A small capital element of the Wheels to Work Project consists mainly of mopeds.

The Community Wheels Car Scheme has over 80 volunteer drivers who provide transport for independent fare-paying passengers, Social Services clients, and agency referrals across the north of the county.

REACH enables action in rural communities across Herefordshire by offering free support, advice and guidance for voluntary and community groups in four key rural areas in the County. The project is funded by the support of the Big Lottery Fund and RDPE/LEADER. During the year £145,640 was received from the Big Lottery Fund and £44,319 from Leader for this fund.

18 Restricted funds **(continued)**

The Voluntary Sector Assembly brought together voluntary and community sector groups to work on shared issues and make sure that the sector's views influenced local and regional strategies.

The Community Led Planning Project focuses on gathering information from local residents on local geographic needs in the City of Hereford by way of community engagement and consultation.

The Future Jobs Fund enabled the organization to employ two administration workers to help on local projects.

The Volunteer Development Agency provides a volunteering brokerage service for individuals and organisations. They also promote volunteering, provide training and good practice support to volunteer invloving groups, and campaign and research on behalf of local organisations.

The Extended Schools Project is for the provision of extended schools activity at Marlbrook Primary School.

The Living Well Sports Project organised the provision of sporting activities in South Wye and Leominster.

The Vinvolved programme made it easier for young people aged 16-25 years to volunteer as part of the Vyouth volunteering charity's national 3-year scheme for Herefordshire.

The Supported Volunteering project promoted and developed volunteering opportunities for volunteers who have support needs.

The Herefordshire Council SLA project relates to funding received for an information worker, community development and some partnership work performed by the charity.

Sports Unlimited provided funding to increase the participation levels in sport of children aged 5 to 19.

Grass Roots Grant Scheme provided Outreach support to groups applying to the Grass Roots grant programme.

Localised Service Support consists of staff time and costs, for small local projects.

Area Based Grant provides specific outputs for the volunteering programme.

School Advisor Hosting organised the hosting of school advisors for two schools.

Here For the City promotes and develops community development in Hereford city. The project is funded by the support of the Big Lottery Fund. During the year £91,163 was received from the Big Lottery Fund.

19 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

		Movement in funds			
	Balance at 1 April 2010	**Incoming resources**	**Resources expended**	**Transfers**	**Balance at 31 March 2011**
	£	**£**	**£**	**£**	**£**
Winding up reserves	107,017	-	(4,021)	13,112	**116,108**
	107,017	-	(4,021)	13,112	**116,108**

It is the policy of the charity to maintain sufficient unrestricted reserves, which are free reserves of the charity, to close down the organisation. In accordance with Charity Commission Guidelines these represent three months' running costs of the charity. These reserves are transferred from unrestricted reserves to designated reserves.

20 Analysis of net assets between funds

	Unrestricted funds	**Restricted funds**	**Total**
	£	**£**	**£**
Fund balances at 31 March 2011 are represented by:			
Tangible fixed assets	731	6,908	**7,639**
Current assets	189,533	211,430	**400,963**
Creditors: amounts falling due within one year	(20,754)	(38,821)	**(59,575)**
	169,510	179,517	**349,027**

21 Commitments under operating leases

At 31 March 2011 the company had annual commitments under non-cancellable operating leases as follows:

	Land and buildings		**Other**	
	2011	2010	**2011**	2010
	£	£	**£**	£
Expiry date:				
Between two and five years	**18,000**	18,000	**470**	470

22 Auditors' Ethical Standards

The relevant circumstances requiring disclosure in accordance with the requirements of APB Ethical Standard - Provisions Available for Small Entities are that, in common with many charities of our size and nature we use our auditors to assist with the preparation of the accounts.