

**GLASGOW COUNCIL FOR THE
VOLUNTARY SECTOR**

Registered No: 97679

Charity No: SC006923

**Financial Statements
For the year ended 31 March 2000**

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GLASGOW COUNCIL FOR THE VOLUNTARY SECTOR

Financial Statements

For the year ended 31 March 2000

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GLASGOW COUNCIL FOR THE VOLUNTARY SECTOR

Officers And Professional Advisers

**Appointed
by**

THE MEMBERS OF THE EXECUTIVE COMMITTEE

Colin Menabney	Chair	Member
John Wilkes	Vice Chair/Treasurer	Member
Loretta Gaffney	Vice Chair	Member
Mairi Morrison	(resigned April 2000)	Member
Ian McAlpine	(resigned April 2000)	Member
Alex McCrossan	(resigned November 1999)	Member
Drena O'Malley	(resigned November 1999)	Member
Agnes Samuel	Co-opted	GGHB
Caroline Farquhar		Member
Ann Hamilton	(resigned November 1999)	Member
Sandra Davidson	(resigned March 2000)	
George Harkins	(appointed November 1999)	Member
David Bogie	(appointed November 1999)	Member
Mae Shaw	(appointed November 1999)	Member
Jo Stewart	(appointed November 1999)	Member

COMPANY SECRETARY

Helen Macneil

REGISTERED OFFICE

11 Queens Crescent
Glasgow
G4 9AS

AUDITORS

Scott-Moncrieff
Chartered Accountants
135 Buchanan Street
Glasgow
G1 2JA

BANKERS

Co-operative Bank
Glasgow Business Centre
Caithness House
127 St Vincent St
Glasgow
G2 5JF

SOLICITORS

T C Young & Son
30 George Square
Glasgow
G2 1LH

GLASGOW COUNCIL FOR THE VOLUNTARY SECTOR

The Report of the Members of the Executive Committee

For the year ended 31 March 2000

The members of the executive committee have pleasure in presenting their report and the financial statements of the company for the year ended 31 March 2000.

Members of the Executive Committee

The members of the executive committee who served the company during the year were as shown on page 1.

All the office bearers retire annually and are eligible for re-election except the chairperson who shall not normally hold that office for more than three consecutive years and shall not be eligible for re-election after holding the office for five complete years.

Constitution

GCVS - Glasgow Council for the Voluntary Sector is a company limited by guarantee, Company Registration Number 97679. It is recognised as a charity for tax purposes by the Inland Revenue and by the Scottish Charities Office (Ref.SC006923).

The management of GCVS is the responsibility of the executive committee which is elected under the terms of the constitution.

Administration

The company operates from premises at 11 Queens Crescent, Glasgow G4 9AS.

Objectives

The principal objectives of GCVS are to promote all or any activities for the benefit of the community, to assist the work of voluntary organisations and statutory authorities engaged in the advancement of education, the furtherance of health, the relief of poverty, distress or sickness, or other charitable purposes. To promote and organise co-operation in the achievement of the above purposes.

GLASGOW COUNCIL FOR THE VOLUNTARY SECTOR

The Report of the Members of the Executive Committee - continued

For the year ended 31 March 2000

Principal Activities

GCVS has continued to act as a forum for the exchange of ideas and information, and for the planning of joint action among voluntary and statutory bodies. It values its membership highly, and its activities reflect the wishes and priorities of that membership. It has continued its practice of holding a wide range of consultations and meetings with member agencies and with special interest groups within the city.

It has continued:

- to deliver a wide range of services to voluntary and community organisations in Glasgow and environs, providing information, producing newsletters and other publications, and promoting a wide range of training activities.
- to provide voluntary and community organisations with financial, management and administrative services, and has disbursed funding through the Independent Living Fund to people with disabilities paying for their own care.
- to operate a Sports Unit working closely with the City Council, the Greater Glasgow Health Board, NHS Trusts and other agencies to provide sports activities for people in the city.
- to offer the services of its SVQ Centre to enable small organisations to offer accredited training to their staff and volunteers.

Results

The results for the year, and the company's financial position at the end of the year are shown in the attached financial statements.

It should be noted that these consolidated accounts bring together sums of money allocated by funding bodies for specific purposes. Some of the funds cannot be used for general purposes, and as such are shown as Restricted Funds in accordance with the Statement of Recommended Practice - Accounting for Charities.

Financial Information

GCVS has recorded another successful year with respect to its financial position.

Key components, which contributed to this, were the successful operation of the New Deal contract and another successful year for the PASIL scheme. It should be noted however that grants from statutory authorities, that are meant to sustain the CORE operations of GCVS, are still insufficient to cover these full costs. Once again GCVS has been reliant on other sources of generated income to subsidise its essential CORE functions.

The strength of the surplus enabled the organisation to offset accumulated losses and invest in some key posts to increase the range of services offered to members. This has meant that GCVS has recovered completely from its deficit position two years ago.

Another point to record is that the Executive has adopted the prudent and sensible approach in designating such funds as can be afforded into reserves. This policy will enable the organisation to consolidate and

GLASGOW COUNCIL FOR THE VOLUNTARY SECTOR

The Report of the Members of the Executive Committee - continued

For the year ended 31 March 2000

plan sensibly for the future.

The Executive also notes that the first year with our new banking partner, the Co-operative Bank, has shown a significant improvement in service in what has been a busy financial year.

Fixed Assets

Details of fixed asset additions are shown in note 10.

Taxation

The Council is a charity and is recognised as such by the Inland Revenue for taxation purposes. As a result there is no liability to taxation on any of its income.

Auditors

A resolution to reappoint Scott-Moncrieff as auditors will be put to the members at the Annual General Meeting.

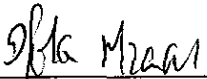
Statement of responsibilities of the members of the executive committee

Company law requires the members of the executive committee to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company at the end of the year and of the surplus or deficit for the year then ended.

In preparing those financial statements, the members of the executive committee are required to select suitable accounting policies as described on page 9 and then apply them on a consistent basis, making judgements and estimates that are prudent and reasonable. The members of the committee must also prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The members of the executive committee are responsible for keeping proper accounting records which disclose, with reasonable accuracy at any time, the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 1985, the Law Reform (Miscellaneous Provisions)(Scotland) Act 1990 and the Charity Accounts (Scotland) Regulations 1992. The members of the executive committee are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the members of the executive committee on 21 NOVEMBER 2000
and signed on their behalf by



Helen Macneil Company Secretary

GLASGOW COUNCIL FOR THE VOLUNTARY SECTOR

Auditors' Report to the Members

For the year ended 31 March 2000

We have audited the financial statements on pages 6 to 15 which have been prepared under the historical cost convention, as modified by the revaluation of certain fixed assets, and the accounting policies set out on page 9.

Respective Responsibilities of the Members of the Committee and the Auditors

As described on page 4, the company's members of the executive committee are responsible for the preparation of the financial statements. It is our responsibility to form an independent opinion, based on our audit, on those statements and to report our opinion to you.

Basis of Opinion

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

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

Opinion

In our opinion the financial statements give a true and fair view of the company's state of affairs as at 31 March 2000 and of its incoming resources and application of resources, including its income and expenditure in the year then ended, and have been properly prepared in accordance with the Companies Act 1985.

Scott - Moncrieff

SCOTT-MONCRIEFF

Chartered Accountants and Registered Auditors

135 Buchanan Street

Glasgow

G1 2JA

27 November 2000

GLASGOW COUNCIL FOR THE VOLUNTARY SECTOR

Income and Expenditure Account and Statement of Financial Activities

For the year ended 31 March 2000

		Unrestricted Funds General	Unrestricted Funds Designated	Restricted Funds	Total Funds 2000	Total Funds 1999
	Note	£	£	£	£	£
Incoming resources						
Donations & Membership fees		8,772	-	1250	10,022	7,821
Income from services		106,287	-	-	106,287	125,745
Training income		-	-	42,125	42,125	22,124
Grants receivable	2	120,369	-	325,452	445,821	273,683
Bank interest		29,948	-	-	29,948	6,430
Rents receivable		8,342	-	-	8,342	7,571
Project funding (PASIL)		160,903	-	-	160,903	153,256
Management fees		1,000	-	-	1,000	1,500
Publishing income		2,467	-	-	2,467	4,359
New Deal		313,101	-	1,022,942	1,336,043	145,607
Total incoming resources		<u>751,189</u>	<u>-</u>	<u>1,391,769</u>	<u>2,142,958</u>	<u>748,096</u>
Resources Expended						
Direct charitable expenditure	6	535,720	-	1,334,783	1,870,503	626,294
Fund-raising and publicity	7	1,792	-	-	1,792	1,744
Management and administration	8	19,768	-	1,503	21,271	25,813
Total resources expended		<u>557,280</u>	<u>-</u>	<u>1,336,286</u>	<u>1,893,566</u>	<u>653,851</u>
Net incoming/(outgoing) Resources before transfers		193,909	-	55,483	249,392	94,245
Transfers		(450,904)	511,466	(60,562)	-	-
Net movement in funds		<u>(256,995)</u>	<u>511,466</u>	<u>(5,079)</u>	<u>249,392</u>	<u>94,245</u>
Balances brought forward		304,174	-	(899)	303,275	209,030
Balances carried forward	15	<u>47,179</u>	<u>511,466</u>	<u>(5,978)</u>	<u>552,667</u>	<u>303,275</u>

The company has no recognised gains or losses other than the results for the year as set out above.

All the activities of the company are classed as continuing.

The notes on pages 9 to 15 form part of these financial statements

GLASGOW COUNCIL FOR THE VOLUNTARY SECTOR

Note of the Historical Cost Surpluses/(Deficits)

For the year ended 31 March 2000

	2000	1999
	£	£
Reported surplus/(deficit) on ordinary activities before taxation	249,392	94,245
Difference between a historical cost depreciation charge and the actual charge calculated on the revalued amount	(3,773)	(3,773)
Historical cost surplus/(deficit) on ordinary activities before taxation	245,619	90,472
Historical cost surplus/(deficit) for the year	245,619	90,472

The notes on pages 9 to 15 form part of these financial statements.

GLASGOW COUNCIL FOR THE VOLUNTARY SECTOR

Balance Sheet

For the year ended 31 March 2000

	Note	£	2000 £	1999 £
Fixed Assets				
Tangible assets	9		286,466	282,163
Current Assets				
Debtors	10	253,504		231,698
Cash at bank and in hand		769,136		402,259
		<u>1,022,640</u>		<u>633,957</u>
Creditors: Amounts falling due within one year	11	(626,106)		(559,406)
Net Current Assets			<u>396,534</u>	<u>74,551</u>
Total Assets Less Current Liabilities			<u>683,000</u>	<u>356,714</u>
Creditors: Amounts falling due after more than one year	12	(130,333)		(53,439)
Net Assets			<u>552,667</u>	<u>303,275</u>
Funds				
Unrestricted funds				
Designated			511,466	-
General			47,179	304,174
	15		<u>558,645</u>	<u>304,174</u>
Restricted funds	15	(5,978)		(899)
			<u>552,667</u>	<u>303,275</u>

These financial statements are approved by the members of the executive committee on the 21 November 2000 and are signed on their behalf by:

John Wilkes

Colin Menabney

Treasurer

Chairperson

The notes on pages 9 to 15 form part of these financial statements.

GLASGOW COUNCIL FOR THE VOLUNTARY SECTOR

Notes to the Financial Statements

For the year ended 31 March 2000

1. Accounting policies

Basis of accounting

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of certain fixed assets.

The financial statements are in accordance with the applicable accounting standards and follow the recommendations of the Statement of Recommended Practice: Accounting by Charities (SORP) issued October 1995.

Cash flow statement

The members of the executive committee have taken advantage of the exemption in Financial Reporting Standard No.1 (Revised) from including a cash flow statement in the financial statements on the grounds that the company is small.

Income

Income represents grants received plus external revenue from operations.

Depreciation

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Freehold buildings	4% straight line
Fixtures and fittings	15% straight line
Office equipment	25% straight line

Taxation

No taxation is payable as the company is recognised by the Inland Revenue as a charity.

Allocation of expenditure

Expenditure is allocated directly to charitable, fundraising and publicity, or management and administration.

GLASGOW COUNCIL FOR THE VOLUNTARY SECTOR

Notes to the Financial Statements

For the year ended 31 March 2000

2. Grant income

The following represents external sources of income:

	2000	1999
	£	£
Glasgow City Council	130,000	130,645
National Lottery Charity Board	176,546	55,937
Glasgow Development Agency	20,000	18,000
Greater Glasgow Health Board	21,632	22,049
Central Council for Education and Training in Social Work	12,100	1,500
Other grant income	5,500	10,000
European Social fund	80,043	35,552
	<u>445,821</u>	<u>273,683</u>

3. Operating surplus/(deficit)

Operating surplus/(deficit) is stated after charging:

	2000	1999
	£	£
Depreciation	32,290	23,452
Auditors' fees - Charge for year	7,300	6200
(Over)/underprovision in previous year	2870	2900
	<u> </u>	<u> </u>

4. Particulars of employees

The aggregate payroll costs were:

	2000	1999
	£	£
Wages and salaries	539,385	400,529
Social security costs	41,669	31,280
Other pension costs	32,083	21,269
	<u>613,137</u>	<u>453,078</u>

The average number of staff employed by the company during the financial year amounted to:

	Number	Number
Number of Head Office administrative staff	4	4
Number of Project Management staff	7	7
Number of Service Providers	26	17
	<u>37</u>	<u>28</u>

None of the members of the executive committee received any remuneration during the year (1998 - £Nil).

GLASGOW COUNCIL FOR THE VOLUNTARY SECTOR

Notes to the Financial Statements

For the year ended 31 March 2000

5. Pension costs

The company contributes to a defined benefits scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. Contributions payable by the company in the year amounted to £32,083 (1999 - £21,269).

The company itself is an admitted body to the Strathclyde Pension Fund and certain eligible members of staff are members of this scheme. An actuarial valuation of the scheme was carried out as at 31 March 1999 using the projected unit method. The fund is fully funded with an asset value of £5,590million. The assumptions which have had the most significant effect on the results of the valuation are those relating to the return on investments and the rates of increase in salaries. It was assumed that the investment returns would be 6% per annum and that salaries would increase on average by 4.3%.

6. Direct charitable expenditure

	Unrestricted Funds £	Restricted Funds £	Total Funds 2000 £	Total Funds 1999 £
Provision of charitable services:				
Core services	403,632	-	403,632	387,865
Scottish Vocational Qualification				
Training Costs	-	34,939	34,939	31,052
Sports Project	-	81,453	81,453	71,101
NLCB	-	141,570	141,570	43,846
New Deal	132,088	1,022,942	1,155,030	92,430
New Deal ESF	-	53,879	53,879	-
	<u>535,720</u>	<u>1,334,783</u>	<u>1,870,503</u>	<u>626,294</u>

7. Fundraising and publicity

	Unrestricted Funds £	Restricted Funds £	Total Funds 2000 £	Total Funds 1999 £
Annual report	1,792	-	1,792	1,744
	<u>1,792</u>	<u>-</u>	<u>1,792</u>	<u>1,744</u>

GLASGOW COUNCIL FOR THE VOLUNTARY SECTOR

Notes to the Financial Statements

For the year ended 31 March 2000

8. Management and administration

	Unrestricted Funds £	Restricted Funds £	Total Funds 2000 £	Total Funds 1999 £
Salaries and office costs	6,929	1,228	8,157	8,235
Bank charges and interest	2,717	128	2,845	8,478
Audit fees	10,122	147	10,269	9,100
	<u>19,768</u>	<u>1,503</u>	<u>21,271</u>	<u>25,813</u>

9. Tangible fixed assets

	Freehold land and buildings £	Furniture and fittings £	Office Equipment £	Total £
Cost or valuation				
At 1 April 1999	250,000	20,442	98,745	369,187
Additions	-	21,215	15,378	36,593
	<u>250,000</u>	<u>41,657</u>	<u>114,123</u>	<u>405,780</u>
Depreciation				
At 1 April 1999	10,000	8,630	68,394	87,024
Charge for the year	10,000	5,267	17,023	32,290
	<u>20,000</u>	<u>13,897</u>	<u>85,417</u>	<u>119,314</u>
Net book value				
At 31 March 2000	<u>230,000</u>	<u>27,760</u>	<u>28,706</u>	<u>286,466</u>
At 31 March 1999	<u>240,000</u>	<u>11,812</u>	<u>30,351</u>	<u>282,163</u>

GLASGOW COUNCIL FOR THE VOLUNTARY SECTOR

Notes to the Financial Statements

For the year ended 31 March 2000

9. Tangible fixed assets (continued)

Revaluation of fixed assets

The property at 11 Queens Crescent was revalued on 13 July 1997 by D M Hall, Chartered Surveyors, on the basis of open market values.

The historical cost of assets included at valuation at the balance sheet date is £344,315 (1998 - £344,315). The accumulated depreciation based on historical cost would be £155,783 (1998 - £142,010).

In addition to the above, the following fixed assets were totally defrayed by capital grants when purchased:

	2000 £	1999 £
Furniture, fittings and equipment at cost	-	-
Less: Capital grants	-	-
	<u> </u>	<u> </u>

10. Debtors

	2000 £	1999 £
Prepayments and accrued income	253,504	231,698
	<u> </u>	<u> </u>

11. Creditors: Amounts falling due within one year

	2000 £	1999 £
Bank loans and overdrafts	87,934	186,761
Other creditors	324,910	228,667
Accruals and deferred income	116,297	82,958
Collective agenda	96,965	61,020
	<u> </u>	<u> </u>
	626,106	559,406
	<u> </u>	<u> </u>

GLASGOW COUNCIL FOR THE VOLUNTARY SECTOR

Notes to the Financial Statements

For the year ended 31 March 2000

12. Creditors: Amounts falling due after more than one year

The following liabilities disclosed under creditors falling due after more than one year are secured by the company:

	2000 £	1999 £
Bank loans and overdrafts	<u>130,333</u>	<u>53,439</u>

13. Company limited by guarantee

Glasgow Council for the Voluntary Sector is a company registered in Scotland and is limited by guarantee.

14. Funds held in trust

The company administers projects on behalf of other organisations. The responsibility for the audit of these projects lies with the organisations concerned. At 31 March 2000 the company held net bank balances on behalf of these projects amounting to £1,718,447 (1999 - £948,199) which are not reflected in the Balance Sheet.

15. Analysis of net assets between funds

	Tangible fixed assets £	Other net assets £	Total 2000 £	Total 1999 £
Unrestricted funds	281,505	277,140	558,645	304,174
Restricted funds	4,961	(10,939)	(5,978)	(899)
Total funds	<u>286,466</u>	<u>266,201</u>	<u>552,667</u>	<u>303,275</u>

16 . Designated Funds

Funds have been designated by the Executive Committee for the following purposes:

	£
a) Employment Development and Resourcing	75,000
b) Fixed Asset Reserve	286,466
c) Additional Capital Expenditure	100,000
d) Research and Development	20,000
e) Operational Fund	30,000
	511,466

- a) The amount held to be used to cover any costs incurred associated with staff employment issues, staff training, development, etc.
- b) The amount of funds held in fixed assets and therefore not available for use.
- c) The amount held to cover future building work and investment in ICT and other equipment.
- d) The amount set aside to cover unfunded costs for researching and developing new services and initiatives within the voluntary sector.
- e) The amount set aside to meet funding gaps and any other unexpected cash flow demands.