

Registered Company No: SC 277345

Registered Charity No: SC 029947

ARGYLL VOLUNTARY ACTION

(A company limited by guarantee)

REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2012

TUESDAY



S1M3XCCZ

SCT

20/11/2012

#683

COMPANIES HOUSE

ARGYLL VOLUNTARY ACTION

(A company limited by guarantee)

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2012

CONTENTS	PAGE
Legal and Administrative Information	1
Annual Review	2-10
Trustees' Report	11-15
Independent Examiners' Report	16
Statement of Financial Activities	17
Balance Sheet	18
Notes to the Financial Statements	19 – 27

ARGYLL VOLUNTARY ACTION

(A company limited by guarantee)

LEGAL AND ADMINISTRATIVE INFORMATION

Charity Name: Argyll Voluntary Action

Registered Office: 21 High Street
Oban
PA34 4BG

Charity Registration Number: SC029947

Company Registration Number: SC277345

Trustees:	Margaret Jacobsen	(Chair)
	Ruth Knox	(Vice Chair)
	Colin Campbell	(Treasurer)
	James Hilder	
	Sephton MacQuire	
	Brian Barker	
	Claire Rizos	(Resigned 16/12/11)
	Martin Gildea	(Resigned 16/12/11)

Secretary: Glenn Heritage

Independent Examiner: Wylie & Bisset LLP
168 Bath Street
Glasgow
G2 4TP

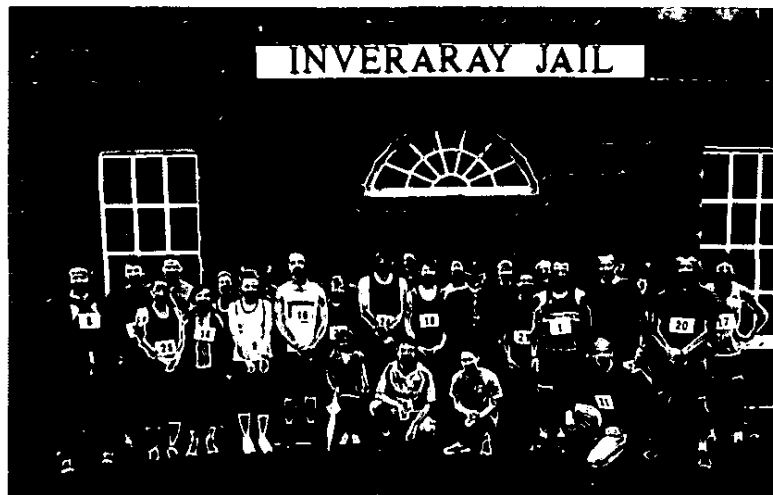
Bankers: Unity Trust Bank
Nine Brindley Place
Birmingham
B1 2HB

ARGYLL VOLUNTARY ACTION
(A company limited by guarantee)

ANNUAL REVIEW
FOR THE YEAR ENDED 31 MARCH 2012

Our Vision

'Our Vision is of a place where everyone can contribute their time to raise the quality of life for the whole community. It is a vision where barriers are removed; volunteers are welcomed, valued, given guidance, training and support by well managed vibrant organisations'



Foreword by
Margaret Jacobsen, Chair, Argyll Voluntary Action

Another year has flown and Argyll Voluntary Action (AVA) has continued to develop and to grow through its staff, volunteers and partnerships. We have during this year undergone a difficult journey alongside our partners, ABSEN and Islay & Jura CVS and emerged with a stronger and united Third Sector Partnership; we are now putting in place measures to ensure support across all areas of Argyll and Bute and to strengthen the work of the Partnership.

Within our organisation, work has completed on some strands such as People First and Time for Change – both have been highly successful in delivering their outcomes and we are very proud of the staff who have worked on these strands and of the differences they have made to the lives of people and communities across Argyll.

We continue to face in common with all third and public sector colleagues the most challenging of circumstances financially, demographically and geographically in serving Argyll & Bute. It seems certain now that the uneasy and uncertain times we have experienced the last two years will continue for some considerable time yet and we are committed to working together, in partnership, to face the ongoing challenges.

We have been fortunate to secure funding for the yet to be commenced Survive and Thrive work which will enhance the lives of survivors of domestic abuse and we look forward to working across the sectors in delivering that work during 2012/2013 – our thanks to Big Lottery Fund Scotland who have made this possible.

Working alongside the public sector in the reshaping care for older people programme board has been a learning curve for all and we have seen much needed support to Carers and Dementia sufferers from this work. We have also been fortunate in the opportunity to expand our timebank network and embed community resilience through matched support from this fund. This gives an opportunity to bring our expertise and learning to a new initiative and we look forward to seeing this progress over the coming years.

ARGYLL VOLUNTARY ACTION
(A company limited by guarantee)

ANNUAL REVIEW
FOR THE YEAR ENDED 31 MARCH 2012 (Cont'd)

Each year our reach extends and we often feel we are constantly working to capacity. Our core services continue to support third sector forum meetings across Argyll & Bute and we represent the wider sector at a range of strategic partnerships both locally and at national level. We again dealt with over 11,000 enquiries, delivered training to over 300 people and supported a total over 1100 volunteers in various ways.

Our website was further developed and an investment in the portal website for the third sector www.argyllcommunities.org has improved access and services alongside hosting an expanded and valuable Community Toolkit.

Our community engagement work strengthened, the first phase completed we embarked on a second phase with the aim of supporting Co-Production as a way of working across public and third sectors. Our own work has been shaped by this approach for many years and our time banks are imbued with co-production as their core and shared principles. As new agenda are announced by Scottish Government and interest from the public sector grows we are well placed to share knowledge and to support an equal, reciprocal and responsible partnership between all sectors and their communities.

Our future is never certain and we recognise the need to invest in our own sustainability, to give our staff the freedom to innovate and to try new things as we seek to grow our own income streams. We have seen commitment grow over recent years with the cementing of AVA as the new organisation; our pasts are now entirely intertwined and the differences have been set aside as staff, volunteers and Board work and look forward to our shared future.

M H Jacobsen October 2012

Our Annual Review
Our Core Work – supporting, connecting and informing
Third sector organisations and Volunteers



In this last year we have seen changes to our Third Sector Partnership which supports the four functions of all interfaces and interface organisations. As the lead partner and as an integrated organisation supporting volunteers and third sector organisations alike our remit covers all of Argyll & Bute with the exception of Islay and Jura where our partner organisation, IJCVS, delivers services.

Part of our support includes representation of the sector and we have developed this not only locally but at national level. We engage with local Councillors and with Ministers alike as well as linking with a range of national bodies. Our work locally encompasses registered charities, community groups, social enterprises, individual volunteers and the organisations with whom much volunteering is carried out. We also support our community volunteers and engage with local communities who are hard to reach, often in the remote and rural areas.

ARGYLL VOLUNTARY ACTION
(A company limited by guarantee)

ANNUAL REVIEW
FOR THE YEAR ENDED 31 MARCH 2012 (Cont'd)

Volunteering

The highlight of our Volunteering year is always the Volunteer of the Year Awards and June, 2011 was no exception. For the first time we were able to achieve sponsorship for a Community Organisation of the Year Award with a prize cheque for £1,000.

With thanks to Argyll & Bute Council and to the Provost, Billy Petrie in his final year of office, we had use of Kilmory Council Chambers and a packed house of 100 people who voted for the organisation of the year. We also heard heart-warming and heartrending stories of the individual volunteers. Our speaker was Bill Brackenridge Chair of the Community Health Partnership who spoke with an earnest sincerity and said he too, was impressed by the stories and work evidenced at this event.



Winner of the Volunteer of the Year Award, Dave Pearson of Campbeltown Community Garden. *(Sadly, we heard that Dave had passed away at his home whilst we were compiling this report. This big hearted man will be sadly missed by the community of Campbeltown and beyond. All AVA staff and board extend our sympathy to Dave's family.)*

In the communities of Argyll our volunteers continue to support their peers and neighbours. With over 1100 people involved the impact and reach has been enormous. Organisations have been matched with local volunteers and the range of skills never ceases to amaze and inspire.

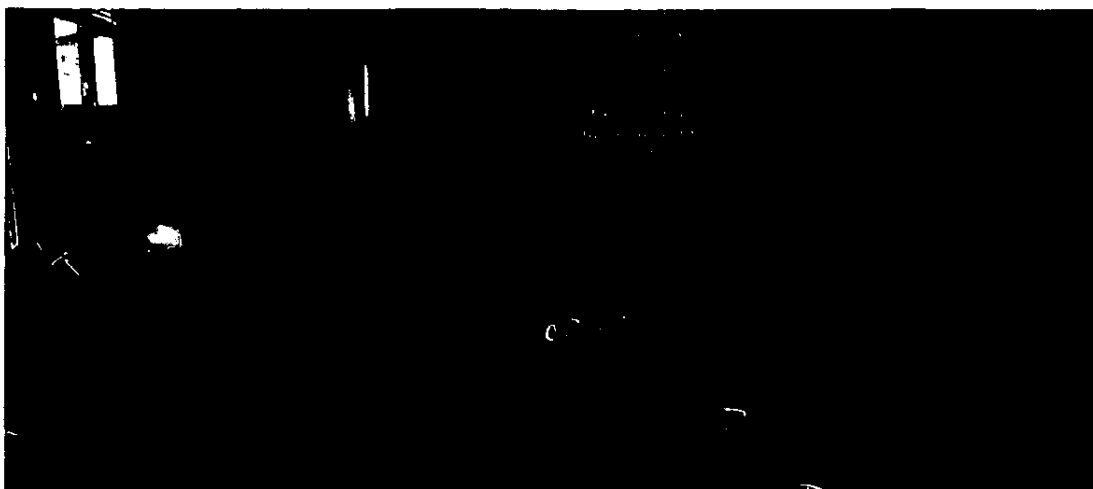
Nor were our young people forgotten; over five hundred signed up for the final year of the Millennium Awards prior to its successor awards – Saltire. Over 40 young people achieved in excess of 200 hour awards with some managing many hundreds of hours. With Millennium Volunteering we have worked with schools across Argyll & Bute as well as with youth groups to ensure access to the Award and to encourage young people to volunteer and to be involved with their local community.

Our volunteers support people in many ways, some give practical support such as gardening or small jobs round the home, others assist at charity shops or at a local recycling centre; we firmly believe that everyone has something to offer and can make a valuable contribution. Many people find their confidence improves and they also benefit from meeting new friends and extending their social networks. Argyll Voluntary Action is very proud of the part we play in supporting and in bringing people together in so many ways.

"The Job Centre suggested I contact AVA; I was unemployed and isolated – socially and economically. The people at AVA spoke about **what I could do** – I no longer felt a 'problem'. They introduced me to local groups and helped me see the skills I had." Caron, aged 28.

ARGYLL VOLUNTARY ACTION
(A company limited by guarantee)

ANNUAL REVIEW
FOR THE YEAR ENDED 31 MARCH 2012 (Cont'd)



Our Core Work

Supporting and representing the third sector in Argyll and Bute

A further strand of our core work shared with our interface partners is the support to the third sector across Argyll & Bute. We also play a major role in representing the sector both locally and nationally and working with our public sector partners.

Our work here is wide ranging; from hosting third sector forum meetings at local level, offering bespoke training and support, maintaining www.argyllcommunities.org – the website portal for the third sector, sitting at various strategic partnerships and working alongside our public sector we respond to enquiries of all types and, if we do not have the answer ourselves, then we know who does and what support can be made available.

Our own training is frequently delivered specific to an organisation's needs; and we also produce a range of information resources to support growing knowledge and skills within the third sector. Over the last year we delivered bespoke support and training to over 250 organisations and assisted 159 organisations with queries about funding – a perennial issue for so many organisations.

We worked to increase the levels of mandatory and accredited training availability in response to demand and undertook much of our work outside 'office hours' enabling us to reach far more groups when many committees and others have their own work and commitments daytimes. We introduced the range of courses accredited in Volunteering and Social Enterprise and these are currently in their pilot phase.

Some of our support can be unusual:

'Soooo grateful for AVA to find two Santa's at such short notice (2 days). The 2 men were superb and the kids were fooled. It made their Christmas.' - Tracey, Homestart.

Other times it is our organisational support which is recognised:

'Just to thank AVA for their support through our Community Action Plan. SKDT have not only been able to utilise their existing skills but have developed some new ones.' Malcolm, SKDT Project Officer.

ARGYLL VOLUNTARY ACTION
(A company limited by guarantee)

ANNUAL REVIEW
FOR THE YEAR ENDED 31 MARCH 2012 (Cont'd)

Our forum meetings are an important part of our connection to communities and to organisations; both local and national are welcomed and they are an important channel for communication through to our colleagues within Community Planning Partnership. Through these we are able to collaborate with our public sector partners, to support strategic development and to raise issues where necessary which are relevant to our sector. A new development over this last year has been the 'Change Fund' or Reshaping Care for Older People where we sit at the programme board with a remit to support the shaping of the wider strategy with the other partners. This has been a learning curve for all involved, working with the independent sector, and with Health and A&B Council colleagues. At a time of organisational change for all a deal of effort and understanding has been required from all parties to enable a successful RCOP partnership – and this was recognised late in 2011 when the Argyll & Bute team won the Partnership national award sponsored by Scottish Care.

Some of the team receive the Partnership Award at the Glasgow ceremony



In all, we dealt with over 12,500 enquiries and welcomed over 4,300 people through the doors of our various offices. We also welcomed new staff; Gwen and Eva joined us, Alison returned from maternity leave and all are working in the Community. Alistair joined us to offer third sector development and support and Maggie has just joined our team. We were also delighted to see Antonia return to her previous base at our Lochgilphead office.

Our Helensburgh team moved office having been quietly long-suffering in a very small premises without running water or facilities. They are now 'in the thick of it' in Colquhoun Square and seeing many more people popping in daily.

Our Services and workstreams

AVA has always delivered services, be they project based or longer term. Some are externally funded whilst others are offered for a modest charge and complement the services available to the sector and to volunteers.

Our office services have expanded over the last year and we are now able to offer a range of support services, from meeting space at some offices to photocopying, equipment hire and additional training. We have developed our Community Accountancy Service, have partnered with Voluntary Action Lochaber, and now in addition to the Independent Examination of Accounts which we offer through our qualified Finance Officer can also enable access to audit accountancy services from our close neighbours.

Alongside training we are also able to offer additional funding support, built from our experience, contacts and knowledge at a reasonable cost.

ARGYLL VOLUNTARY ACTION
(A company limited by guarantee)

ANNUAL REVIEW
FOR THE YEAR ENDED 31 MARCH 2012 (Cont'd)

In addition we continue to offer services where gaps and needs are identified and where we can fund the appropriate and necessary interventions. Key amongst these have been those rested on timebanking where we now have over seven years experience, and community engagement and empowerment, both working within a co-production approach.

Some of these services are described below:

People First –

A Community Engagement Service completed November 2011. It is clear that this project differed in many respects to the common approach to beneficiaries in that its focus was communities of interest, identity, purpose and those who are hardest to reach in our communities; this is aimed at those who

would not attend public meetings who for a variety of reasons do not make their views known or do not have the mechanism or ability to do so.

The project has been very successful in far exceeding its targets in the numbers of people who have been involved at varying levels. It is hard to be prescriptive as different approaches have been deliberate to enable us to reach groups who would otherwise remain outside participation with community planning and service delivery.

The aims of the project have involved staff stepping outside the accepted norms of approach and actively seeking participative engagement through a range of methods. We have transferred these models of best practice and a number of the methods and approaches used are now included in the Better Community Engagement Toolkit which has been put together with input from many sources by our colleagues in Community Learning and Development.

Our outputs and therefore our outcomes have been different; this was a new way of working. It is effective, enables communities and individuals to feel better empowered to take control of what is happening whether in their field of interest, their community or within a common identity. It does mean that the project does not necessarily sit neatly within the common reporting parameters in the same way that previous projects have. Set against that it is the way in which the project has made a real difference to a far greater number of people and has had positive consequences – some of which are still in progress and are being developed.



Community Engagement - even at a Ploughing Match!

ARGYLL VOLUNTARY ACTION
(A company limited by guarantee)

ANNUAL REVIEW
FOR THE YEAR ENDED 31 MARCH 2012 (Cont'd)

Time for Change – completed January 2012

Over the three years life of this project, itself an extension and development of an earlier three year pilot, the work through timebank has impacted on and made a difference to the lives of over 1,540 people across Argyll and Bute. It has not only seen beneficial outcomes for participants but has also done far more than anticipated on the influence and shaping of community planning and service delivery through the involvement and efforts of timebank participants.

During this last year over 24,000 hours of volunteer support through the timebank have been achieved. Of course, to that has to be added the value of those finding employment, the social returns, reduction in need for medication and other social benefits which Time for Change has achieved – undeniably changing the lives of many.

The increase which made a difference last year through recession funding and which has continued to enable far greater accessibility continued to help support those who were challenged by accessibility and rurality issues. New initiatives have become embedded, such as swim buddies, the support through timebank following discharge and other new developments have taken place. We have been and are enormously proud of the work undertaken across a wide range of target groups and of the changes facilitated by those using the services themselves. Timebank is firmly based on the principles of co-production and those underpinning principles mean that services are developed and delivered with and by those who use services.



Learning New Skills

Developing Time – Improving Health – current

This funding from LEADER focuses on supporting people who are experiencing or at risk of experiencing emotional or mental health issues and distress which can be largely attributed to the economic landscape prevailing. With public sector services stretched and taking into account the lack of alternative services we aim to introduce timebanking to people who could most clearly benefit from the skills, confidence which this form of volunteering can bring and in particular when coupled with appropriate workshops and, for the first time, accredited courses to improve employment opportunities, social connections and personal skills. In this way Health is improved as people increase their emotional well-being and are assisted to overcome effects brought about by what has now become a double dip recession.

ARGYLL VOLUNTARY ACTION
(A company limited by guarantee)

ANNUAL REVIEW
FOR THE YEAR ENDED 31 MARCH 2012 (Cont'd)

Where necessary we signpost to other agencies enabling people to access the supports most applicable for their circumstances and where they can gain the greatest benefit when taken in tandem with the positivity gained from contact with this project.

Over the course of less than a year, this project is on course to achieve its ambitions and to be a positive influence on the lives of beneficiaries. We have introduced new, accredited learning and hope to continue this in some small way in the future as a lasting legacy of the project. We have also established other workshop topics and offered bespoke support and enablement to a range of people.

This project is due to complete in June of 2012 with a final evaluation then due.



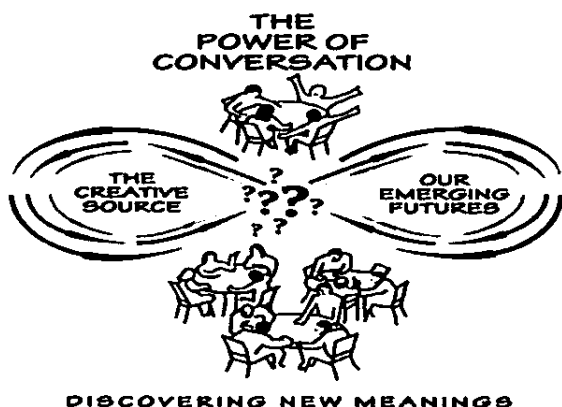
At a Get-Together in Campbeltown

Involving to Devolving - Influencing Change - current

In November 2011 we were successful in receiving funding from Argyll & Isles Leader for our new community empowerment project Involving to Devolving – Influencing Change.

This project commenced in November 2011 and has built on the learning and engagement from the initial work of "People First" participatory engagement, to supporting communities to influence and engage in the co production of services with the team able to offer additional support and training.

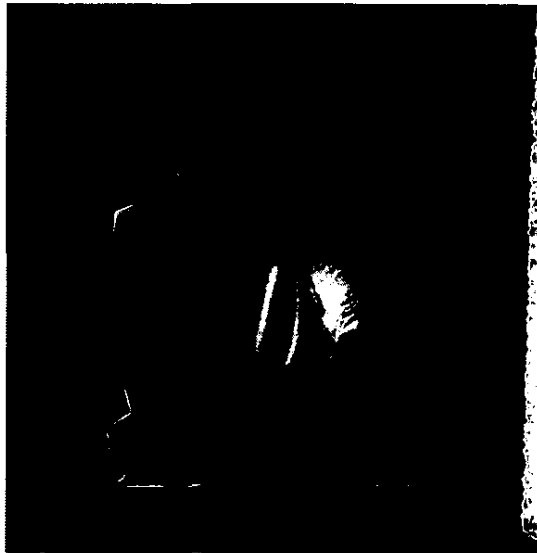
By making use of the local knowledge and links with the voluntary and community sector held by the staff team, and with the collaborative work with partners, we have already been able to support engagement and involvement with a wide range of our communities across Argyll & Bute, from providing short term interventions to the establishment of new groups and initiatives identified by the community.



ARGYLL VOLUNTARY ACTION
(A company limited by guarantee)

ANNUAL REVIEW
FOR THE YEAR ENDED 31 MARCH 2012 (Cont'd)

As the project develops over the year a very important stage of the project will be to mirror our activity and engagement that has taken place with the community, by raising awareness putting our communities at the heart of service delivery design and recognising the value and assets which our communities hold.



Looking Out for our Volunteers

Our Organisation

During this year Argyll Voluntary Action undertook and was awarded the EFQM, Committed to Excellence award. This will be an ongoing process; the award is valid for two years and we have all recognised the value in a continuous cycle of improvement. We began the journey looking at Trustee Induction and process, Communications and at some of our main policies. All staff were engaged and, simultaneously we began to further develop our future strategy and direction.

ARGYLL VOLUNTARY ACTION
(A company limited by guarantee)

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2012

The Trustees are pleased to present their report, together with the financial statements for the year ended March 2012; this has been a year of change and challenge during which Argyll Voluntary Action has melded into the cohesive organisational structure it is today. The legal and administrative information on page one forms part of this report.

Structure, Governance and Management

Governing Document

The charity is a company limited by guarantee, controlled by its governing document, memorandum and articles of association.

Recruitment and Appointment of Trustees

An application and recruitment process is followed, with approbation and confirmation by election from members at our Annual General Meeting. In this way we are able to include new Trustees at any point during the year. Argyll Voluntary Action has a robust recruitment and induction plan for all Trustees as described below.

Trustee Induction and Training

After election an induction programme is offered which includes those documents most immediately appropriate (such as governing documents, recent reports and accounts, Conflict of Interest policy) to a new Trustee. Trustees must also commit to serving in the best interests of the organisation and declare any other interests within the relevant register. Further support and/or training is designed according to need and to the changing demands impacting on those who serve as charity Trustees. At each board meeting a development session ensures that Trustees skills are kept up to date. Within the organisation is vested a substantial expertise within senior staff who are available to guide Trustees through their responsibilities, duties and liabilities in upholding the best interests of the organisation. We also undertake a skills audit to ensure our Board has the range of skills appropriate to operating the organisation.

Risk Management

The Trustees have a duty to identify and review risks to which the charity is exposed; a legal obligation to act in the best interests of the charity and to ensure that appropriate controls are in place and measures taken to mitigate risks to the operation and sustainability of the organisation.

Risks are managed through a variety of measures on an operational level, in compliance with current employment law and practices, in accord with the Companies Act 2006 and the obligations as regulated by OSCR (Office of the Scottish Charities Regulator) and laid down by the Trustees and Charities Investment Act 2005. Trustees will assess major risks to which the charity, its employees and its beneficiaries are exposed and take appropriate steps or implement necessary measures to mitigate exposure to risk.

In addition, the Trustees review policies and procedures regularly and risk assessment processes are carried out.

Organisational Structure

The charity is controlled by its Trustees with day to day management delegated to the Chief Executive Officer. The full board meets every two months at a minimum with finance and staffing sub-committees as required and other meetings convened if deemed appropriate and necessary.

Related Parties

The related parties are disclosed within note 23 to the financial statements.

ARGYLL VOLUNTARY ACTION
(A company limited by guarantee)

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2012 (Cont'd)

Objectives and Activities

The principal objective of Argyll Voluntary Action is the promotion and support of volunteering, support to voluntary and community sector organisations who involve volunteers, provision of support and training in quality standards related to volunteering and the management of volunteers, linking and matching volunteers and volunteer involving organisations across the whole region of Argyll and Bute. As an interface organisation, Argyll Voluntary Action is also tasked to represent the interests of the wider sector and does this through its connections, attendance and partnership working with Community Planning Partnership structures and through the third sector for across Argyll and Bute. Argyll Voluntary Action is also a service provider in accordance with its broader objectives supporting communities and individuals.

The principal activities of Argyll Voluntary Action are as follows:

- a) Provision of support, advice and training to the voluntary and community sector through a range of services, resources and actions which promote volunteering and the involvement of volunteers.
- b) Supporting individuals who volunteer, or who wish to volunteer, and working to enhance the volunteering experience and remove barriers to volunteering.
- c) Delivering services in accord with the Single Outcome Agreement and its national outcomes.
- d) Matching volunteers with volunteer engaging organisations and supporting the management and training of volunteers
- e) Linking the voluntary and community sector through Third Sector Partnership, newsletters, third sector fora in 5 distinct areas.
- f) Representation of the sector, collaboration with Community Planning and other strategic partnerships and supporting the shaping of strategy.
- g) Delivering and promoting the Saltire Volunteering programme for young people.

Achievements and Performance

The earlier section of this report gives details of our work over the past year. Within the changing economic climate we have achieved growth in the support we are able to offer, have extended our range of service delivery and exceeded targets within all our project workstreams as well as our core activities.

Argyll Voluntary Action has engaged with over 800 members of our communities to enable support and for their voices to be heard and achieved over 11,000 hours of volunteering through our Time for Change project. We have dealt with over 12,500 enquiries, trained over 400 individuals from a range of organisations, assisted 27 new groups to start up and seen 114 people gain increased confidence and well being through our services. 23 young people have accessed training/further education as a result of volunteering and 12 young people trained as facilitators of peer focus groups. We dealt with over 4600 volunteering enquiries and registered 656 young people for Millennium Awards. Our staff have visited over 200 groups to give support and advice and 21,000 visitors have accessed our website portal at www.argyllcommunities.org.uk.

Our website at www.argyllvoluntaryaction.org.uk has been developed with further improvements planned in future, our training range has extended and our database now includes over 2,000 organisations who are able to receive our e-bulletins and funding news.

We achieve this against a continuing difficult background and fully appreciate the challenges which lie ahead – we will continue to work very hard to maintain and continually improve our services. Argyll Voluntary Actions remains committed to quality in all we do and to the totality of the third sector which we seek to serve. We also maintain our strategic direction to support the shaping of

ARGYLL VOLUNTARY ACTION
(A company limited by guarantee)

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2012 (Cont'd)

policy and to further develop our services in accord with demand and aligned with our organisational objectives.

Financial Review

- **Principal Funding Sources**

Scottish Government Grant has been used to fund the core activities of the charity which are to support, connect and inform third sector organisations and volunteers.

Big Lottery Fund has supported the 'Time for Change' project to help deliver innovative volunteering mechanisms to individuals and community groups across Argyll & Bute.

The NHS funds the 'Community Resilience' project which supports our community resilience workstream which utilises timebanking amongst a wide range of other initiatives to support the independence and quality of life of older people in Argyll & Bute.

LEADER funding has been achieved for various projects including: 'People First' for community engagement, 'Training Support' to provide training and awareness for third sector organisations, 'Developing Time' to support people to improve their health and well being through participation in timebanking and 'Involving to Devolving' this build on the previous Community Engagement work of People First and aims to support and embed the co-production principles and the underpinning guidance work within our public sector.

- **Principal Donors**

The charity, in common with many intermediary and support organisations, experiences difficulties in raising donations from the general public. We do, therefore, gratefully acknowledge the generous donation, made anonymously which supports the annual prize given at the Volunteer of the Year Award. Other small donations made from time to time are always very much appreciated.

As always, the main risk which a charity faces is the end of a project funding period, or withdrawal for a main funder.

The charity has built a significant county wide infrastructure of staffed offices, funded by both core and project funding. Loss of some of this funding without substantial replacement may require offices to be closed and staff to be made redundant.

Even in a success scenario, managing the county wide infrastructure of staff and facilities, with the time and effort needed to travel the considerable distances from place to place, presents a significant challenge for management and trustees.

Reserves Policy

Argyll Voluntary Action needs reserves to:

- Meet contractual liabilities should the organisation have to close. This includes redundancy pay, amounts due to creditors and commitments under leases.
- To meet unexpected costs like break down of essential office machinery, staff cover related to illness, maternity leave, parental leave, and legal costs defending the charities interest.
- To replace equipment as it wears out.

ARGYLL VOLUNTARY ACTION
(A company limited by guarantee)

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2012 (Cont'd)

- Ensure that the charity can continue to provide a stable and quality service to those who need it. Within this context to minimise staff recruitment, staff training, staff induction and marketing costs by avoiding the need for redundancies caused by financial crisis.
- To provide working capital when funding is paid in arrears and place the charity in a position where it could bid for LEADER funding paid 3 months in arrears and/or ESF funding which can be paid up to 12 months in arrears.

From time to time funding has certain restrictions which mean that by law it must be held in a restricted reserve until it is spent in line with the funding agreement.

To this end Argyll Voluntary Action aims to have general reserves in the band of 35 – 40% of current income. It is anticipated that it may take four years to build the reserve to a level considered prudent by the Board of Trustees. This will be achieved by a combination of increased fund-raising and increasing earned income where appropriate opportunities arise.

Current reserves level is 39% (2011: 29%) of current income and amount to £190,814 (2011: £161,706) of which £30,982 are restricted for specific purposes.

Plans for Future Periods

The future sustainability of our organisation and, therefore, its capacity to support the sector as well as deliver services remains uppermost. To this end, we continue to seek and identify new opportunities and to work toward development of income streams which are not entirely grant funding dependent. We welcome the move toward longer term contracting and hope to see this progress over the coming period. Board and Staff work more closely together than previously and we are planning our joint Staff/Board Conference for the autumn of 2012 where we will review our Strategic document.

Over the period from April 2012 we will continue our work as lead partner to the Third Sector Interface which is a substantial piece of work requiring commitment and a true partnership between its three members. Argyll Voluntary Action achieved the EFQM Committed to Excellence Award in July 2011; this is a two year award cycle so the coming months will see us working toward re-accreditation and assessment in preparation for 2013. We continue to deliver a wide service with increasing workload with a very limited funding base so continued review and re-assessment of our future strategy is critical to our continued sustainability.

Statement of trustees' responsibilities

The trustees (who are also directors of Argyll Voluntary Action for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and

ARGYLL VOLUNTARY ACTION
(A company limited by guarantee)

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2012 (Cont'd)

- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006 and the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (issued in March 2005) and in accordance with the provisions applicable to companies subject to the small companies regime of the Companies Act 2006.

Approved by the Trustees and signed on their behalf by:

Signature: *M J Jacobsen*

Name: MARGARET JACOBSEN

Date: 7-11-12

Signature: *B Barker*

Name: BRIAN BARKER

7-NOV-2012

INDEPENDENT EXAMINERS' REPORT TO THE TRUSTEES AND MEMBERS OF ARGYLL VOLUNTARY ACTION

I report on the accounts of the charity for the year ended 31 March 2012, which are set out on pages 17 to 27.

Respective responsibilities of trustees and examiner

The charity's trustees 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 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 Charities Accounts (Scotland) Regulations 2006. 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, and
- 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.


Andrew Cowling FCCA BEng (Hons)
Wylie & Bisset LLP
Chartered Accountants
168 Bath Street
Glasgow
G2 4TP

Date: 7/11/12

ARGYLL VOLUNTARY ACTION
(A company limited by guarantee)

STATEMENT OF FINANCIAL ACTIVITIES
(Including Income and Expenditure Account)

FOR THE YEAR ENDING 31 MARCH 2012

	Note	Unrestricted £	Restricted £	2012 Total £	2011 Total £
Incoming Resources					
Incoming resources from generated funds					
Voluntary income	3	187,614	21,188	208,802	205,624
Activities for generating funds	4	-	-	-	495
Investment income	5	433	-	433	360
Incoming resources from charitable activities	6	59,024	219,589	278,613	342,988
Other incoming resources		75	-	75	-
Total Incoming Resources		<u>247,146</u>	<u>240,777</u>	<u>487,923</u>	<u>549,467</u>
Resources Expended					
Costs of generating funds					
Costs of generating voluntary income	7	1,939	-	1,939	47,775
Charitable activities	8	176,051	268,901	444,952	430,596
Governance costs	9	11,924	-	11,924	8,753
Total Resources Expended		<u>189,914</u>	<u>268,901</u>	<u>458,815</u>	<u>487,124</u>
Net incoming/outgoing resources before transfers		57,232	(28,124)	29,108	62,343
Transfers	18,19	(18,905)	18,905	-	-
Net movement in funds		<u>38,327</u>	<u>(9,219)</u>	<u>29,108</u>	<u>62,343</u>
Reconciliation of Funds:					
Total funds brought forward	18,19	121,805	39,901	161,706	99,363
Total funds carried forward	18,19	<u>160,132</u>	<u>30,682</u>	<u>190,814</u>	<u>161,706</u>

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

All incoming resources and resources expended derive from continuing activities.

ARGYLL VOLUNTARY ACTION
(A company limited by guarantee)

BALANCE SHEET

AS AT 31 MARCH 2012

	Note	2012 £	2011 £
Fixed Assets			
Tangible assets	15	14,792	6,127
Current Assets			
Debtors & prepayments	16	58,286	12,633
Cash at bank and in hand		134,506	155,987
		192,792	168,620
Creditors: amounts falling due within one year	17	(16,770)	(13,041)
Net Current Assets		176,022	155,579
Net Assets		190,814	161,706
Unrestricted Funds	19		
General funds		57,876	23,233
Designated funds		102,256	98,572
		160,132	121,805
Restricted Funds	18	30,682	39,901
Total Funds		190,814	161,706

In preparing these financial statements:

1. For the year ending 31 March 2012 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.
2. Directors responsibilities;
 - (i) the members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476;
 - (ii) 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 are prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

Approved by the Trustees and signed on their behalf by:

Signature: *M. Jacobson*

Name: MARGARET JACOBSON Name:

Date: 7-11-12

Brian Barker
BRIAN BARKER
7-NOV-2012

Company Registration No: SC277345

ARGYLL VOLUNTARY ACTION
(A company limited by guarantee)

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2012

1. Accounting Policies

a) Basis of preparation

The financial statements have been prepared under the historic cost convention and in accordance with the Statement of Recommended Practice – Accounting and Reporting by Charities (SORP 2005) issued in March 2005, applicable UK Accounting Standards and the Companies Act 2006. The principal accounting policies adopted in the preparation of the financial statements are set out below.

The financial statements have been prepared on a going concern basis.

b) Fund accounting

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the Trustees for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

c) Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.
- Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.
- Investment income is included when receivable.
- Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

ARGYLL VOLUNTARY ACTION
(A company limited by guarantee)

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2012 (Cont'd)

1. Accounting Policies (cont'd)

c) Incoming resources (cont'd)

Income is only deferred when:

- The donor specifies that the grant or donation must only be used in future accounting periods; or
- The donor has imposed conditions which must be met before the charity has unconditional entitlement.

d) Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. As the charity is not registered for VAT then all expenditure is stated inclusive of any VAT.

Specific policies for expenditure are as follows:

- Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes.
- 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.
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.
- All costs are allocated between the expenditure categories of the SoFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis e.g. floor areas, per capita or estimated usage as set out in Note 10.

e) Tangible fixed assets and depreciation

Tangible fixed assets are capitalised when cost is greater than £500, including any incidental expenses of acquisition.

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life:

Plant & Machinery	-	33% on cost
-------------------	---	-------------

f) Taxation

The company is a charitable company within the meaning of section 467 of the Corporation Tax Act 2010. Accordingly, the company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 of Part 11 of the Corporation Tax Act 2010 and section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that such income or gains are applied for charitable purposes only.

2. Legal Status

The charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding up is limited to £1.

ARGYLL VOLUNTARY ACTION
(A company limited by guarantee)

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2012 (Cont'd)

3. Voluntary Income

	Unrestricted £	Restricted £	2012 Total £	2011 Total £
Scottish Government Grant	184,500	21,188	205,688	163,743
Transfer of assets from Argyll CVS (note 24)	-	-	-	39,309
Donations	614	-	614	72
Gift in kind	2,500	-	2,500	2,500
	<u>187,614</u>	<u>21,188</u>	<u>208,802</u>	<u>205,624</u>

4. Activities for Generating Funds

	Unrestricted £	Restricted £	2012 Total £	2011 Total £
Rental income	-	-	-	495
	<u>-</u>	<u>-</u>	<u>-</u>	<u>495</u>

5. Investment Income

	Unrestricted £	Restricted £	2012 Total £	2011 Total £
Bank interest	433	-	433	360
	<u>433</u>	<u>-</u>	<u>433</u>	<u>360</u>

6. Incoming Resources from Charitable Activities

	Unrestricted £	Restricted £	2012 Total £	2011 Total £
Generalist support and advice to voluntary sector	7,600	-	7,600	13,203
General voluntary advice to volunteers and volunteers services	51,424	219,589	271,013	247,625
Training services	-	-	-	82,160
	<u>59,024</u>	<u>219,589</u>	<u>278,613</u>	<u>342,988</u>

ARGYLL VOLUNTARY ACTION
(A company limited by guarantee)

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2012 (Cont'd)

7. Resources Expended- Costs of Generating Voluntary Income

	Direct Costs £	Support Costs £	2012 Total £	2011 Total £
Salaries	-	1,939	1,939	46,558
General	-	-	-	1,217
	<u>-</u>	<u>1,939</u>	<u>1,939</u>	<u>47,775</u>

8. Resources Expended- Charitable Activities

	Direct Costs £	Support Costs £	2012 Total £	2011 Total £
Generalist support and advice to voluntary sector	10,780	7,368	18,148	15,553
General support and advice to volunteers and volunteers services	246,767	147,364	394,131	345,627
Training services	3,200	29,473	32,673	69,416
	<u>260,747</u>	<u>184,205</u>	<u>444,952</u>	<u>430,596</u>

9. Resources Expended – Governance Costs

	Direct Costs £	Support Costs £	2012 Total £	2011 Total £
Independent examination fee	4,168	-	4,168	-
Audit fee	-	-	-	4,907
Other governance and support costs	-	7,756	7,756	3,846
	<u>4,168</u>	<u>7,756</u>	<u>11,924</u>	<u>8,753</u>

10. Support Costs – Breakdown by Activities

	Generating Funds £	Charitable Activities Advice to voluntary sector	Charitable Activities Advice to volunteers & volunteers service	Charitable Activities Training services	Governance £	Basis
Salaries & NI	1,483	5,637	112,744	22,548	5,934	Time Spent
Pensions	54	207	4,142	828	218	Time Spent
Post, stationery & advertising	90	344	6,877	1,375	362	Time Spent
Telephone	27	103	2,066	413	109	Time Spent
Training & general	68	259	5,184	1,036	273	Time Spent
Premises expenses	89	334	6,674	1,336	351	Time Spent
Travel & subsistence	119	451	9,015	1,804	474	Time Spent
Subscriptions	9	33	662	133	35	Time Spent
	<u>1,939</u>	<u>7,368</u>	<u>147,364</u>	<u>29,473</u>	<u>7,756</u>	

ARGYLL VOLUNTARY ACTION
(A company limited by guarantee)

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2012 (Cont'd)

11. Net Incoming Resources for the Year

This is stated after charging:

	2012 £	2011 £
Depreciation	5,761	5,730
Independent examiner's fee	4,168	-
Auditors fee - audit fee	-	2,995
- other services	-	1,912
Operating lease payments	<u>16,738</u>	<u>9,128</u>

12. Staff Costs and numbers

Staff costs were as follows:

	2012 £	2011 £
Salaries and wages	270,196	292,642
Social security costs	20,266	24,277
Pension costs	<u>7,514</u>	<u>8,343</u>
	<u>297,976</u>	<u>325,262</u>

No employee received emoluments of more than £60,000 (2011: none).

The average number of employees in the year was 17 (2011: 19).

13. Pension Costs

Defined Contribution

	2012 £	2011 £
Contributions payable by the charitable company for the year	<u>7,514</u>	<u>8,343</u>

The company operates a defined contribution scheme for the benefit of its employees. Contributions payable are charged to the statement of financial activities in the year they are payable.

14. Trustees' Remuneration

No Trustees received any remuneration. There were six Trustees who had expenses of £1,283 (2011: £933) re-imbursed during the year.

ARGYLL VOLUNTARY ACTION
(A company limited by guarantee)

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2012 (Cont'd)

15. Tangible Fixed Assets

	Plant & Machinery
	£
Cost or valuation	
At 01 April 2011	50,189
Additions	14,426
Disposals	-
At 31 March 2012	<u>64,615</u>
Depreciation	
At 01 April 2011	44,062
Charge for the year	5,761
Charge on disposal	-
At 31 March 2012	<u>49,823</u>
Net book values	
At 31 March 2012	<u>14,792</u>
At 31 March 2011	<u>6,127</u>

16. Debtors

	2012	2011
	£	£
Debtors	-	306
Prepayment and accrued income	<u>58,286</u>	<u>12,327</u>
	<u>58,286</u>	<u>12,633</u>

17. Creditors: Amounts falling due within one year

	2012	2011
	£	£
Creditors	5,886	10,046
Other creditors	<u>10,884</u>	<u>2,995</u>
	<u>16,770</u>	<u>13,041</u>

ARGYLL VOLUNTARY ACTION
(A company limited by guarantee)

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2012 (Cont'd)

18. Restricted Funds

	Balance at 01/04/11 £	Incoming Resources £	Expenditure (gains)/losses £	Transfers £	Balance at 31/03/12 £
CPP Seminar (a)	500	-	500	-	-
People First (LEADER) (b)	-	32,051	32,051	-	-
Funds held as agent (c)	160	1,400	1,560	-	-
Partnership Event (d)	843	-	843	-	-
ABC Phase 2 (e)	15,600	-	15,600	-	-
Time for Change (f)	-	109,139	128,044	18,905	-
Time for Health (g)	3,144	-	3,144	-	-
LEADER Training (h)	12,529	-	12,529	-	-
ABC Website (i)	719	-	719	-	-
SCVO (Holding as agent) (j)	30	-	30	-	-
ABC Training (k)	5,890	-	5,890	-	-
Digital CVS (l)	270	-	270	-	-
SVA Leading in Change (m)	216	-	216	-	-
Developing Time (n)	-	14,408	14,408	-	-
Milo – SCVO (o)	-	7,002	-	-	7,002
Santander (p)	-	8,009	2,990	-	5,019
Argyll & Bute Council – CCP Support Structure (q)	-	15,000	15,000	-	-
SCVO – EFQM/TSP (r)	-	6,188	1,211	-	4,977
Community Resilience (RCOP) (s)	-	34,370	20,686	-	13,684
LEADER Involving & Developing (t)	-	13,210	13,210	-	-
	<u>39,901</u>	<u>240,777</u>	<u>268,901</u>	<u>18,905</u>	<u>30,682</u>

- (a) CPP Seminar – restricted for attendance at the CPP seminar.
- (b) People First LEADER – this community engagement work is funded in part by LEADER and is restricted for use against agreed budget heads for this project.
- (c) Funds held as agent – restricted as funds held as agent.
- (d) Partnership Event – restricted funding through Oban Lorn & Isles Public Health Network for sharing information and working with strategic groups.
- (e) Argyll & Bute Council – Third Sector Training and Support funded by Argyll & Bute council; this funding was restricted for use by third Sector Partnership organisations for the training, support and bespoke advice to third sector groups.
- (f) Time for Change – Big Lottery Fund Grant funded project delivering innovative volunteering mechanisms to individuals and community groups across Argyll & Bute.
- The Big Lottery Fund grant has the following reference number: SV/1/010265168.
- (g) Time for Health – Leader funded volunteering based project aimed at those at risk of, or experiencing emotional and mental health issues.
- (h) LEADER Training support – specific training funded in part through LEADER supporting training and awareness for third sector organisations.

ARGYLL VOLUNTARY ACTION
(A company limited by guarantee)

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2012 (Cont'd)

- (i) Argyll & Bute Council -Website development project, with funding support from Argyll & Bute Council.

18. Restricted Fund (Cont'd)

- (j) SCVO – Restricted funding to meet travel costs for Third Sector Partnership
- (k) Argyll & Bute Council – funding to support the advice, training and support to third sector.
- (l) Digital CVS – funding under contract to provide support and information related to Digital Switchover in Argyll & Bute.
- (m) SVA Leading in Change - funding restricted to use for awareness raising of Third Sector Partnership and interface work with Community Planning Partnership.
- (n) Developing Time – This is a LEADER funded project which supports people to improve their health and well-being through participation in timebanking and which is clearly focussed on the Kintyre area. Through it we have our first cohort of people undertaking an accredited award in Volunteering made possible through this funding.
- (o) Milo SCVO – MILO is the new database initiative designed entirely for use by interfaces across Scotland. It is also a requirement of Scottish Government that all interfaces, including the Third Sector Partnership in Argyll & Bute participate. It is a huge exercise which will gather greater levels of third sector data and activity than has previously been possible.
- (p) Santander – This funding from Santander has enabled the provision of advice and support, including signposting externally to residents in the Helensburgh and Lomond areas.
- (q) Argyll & Bute Council – Q CCP Support Structure – Funds paid via TSP partly held on behalf of other organisations to support Third Sector Forums attendance and support to LACPG and allied strategic partnerships.
- (r) SCVO – Implementation and validation of EFQM committed to excellence.
- (s) Community Resilience (RCOP) – This programme board supports our Community Resilience workstream which utilises timebanking amongst a wide range of other initiatives to support the independence and quality of life of older people in Argyll and Bute
- (t) LEADER Involving to Devolving – This project which is funded through LEADER, builds on the previous Community Engagement work of People First and aims to support and embed the co-production principles and the underpinning guidance of work within our public sector and to upskill and improve our communities to enable their participation

19. Unrestricted Funds

	Balance at 01/04/11 £	Incoming Resources £	Expenditure (gains)/losses £	Transfers £	Balance at 31/03/12 £
General charitable funds	23,233	222,288	168,740	(18,905)	57,876
Designated funds:					
For fixed assets	6,127	14,426	5,761	-	14,792
Project	66,661	10,332	14,685	-	62,308
Training	25,784	100	728	-	25,156
	<u>121,805</u>	<u>247,146</u>	<u>189,914</u>	<u>(18,905)</u>	<u>160,132</u>

ARGYLL VOLUNTARY ACTION
(A company limited by guarantee)

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2012 (Cont'd)

19. Unrestricted Funds (Cont'd)

The Trustees have designated specific funds to be used as a Project fund against specific future project costs.

The Trustees have designated specific funds to be used as a Training fund against specific future project costs.

The fixed assets reserve represents the net book value of the fixed assets held by the charity.

20. Analysis of Net Assets between Funds

	Tangible Fixed Assets £	Net Current Assets £	Total £
Restricted funds	-	30,682	30,682
Unrestricted funds	14,792	145,340	160,132
	<u>14,792</u>	<u>176,022</u>	<u>190,814</u>

21. Control

The charity is controlled by its Directors, the Trustees.

22. Financial commitments

The revenue commitments of the charity are as follows:

	Land & Buildings £	Other Assets £	2012 Total £
Operating lease:			
Due within one year	3,504	-	3,504
Due within two to five years	<u>16,800</u>	<u>-</u>	<u>16,800</u>
	<u>20,304</u>	<u>-</u>	<u>20,304</u>

23. Related party transactions

During the year, Glenn Heritage, the Company Secretary provided consultancy services outwith her employment contract, this totalled £6,100 (2011: £14,249) for the year.

M&K MacLeod donated the free use of an office worth approximately £2,500 (2011: £2,500). Director Colin Campbell works in a consultancy capacity M&K MacLeod.

24. Transfer of Argyll CVS

On 1 April 2010, Argyll CVS, a charity registered in Scotland, transferred all of its activities, assets and liabilities to Argyll Voluntary Action. The assets and liabilities, transferred were added to the charity's existing asset and liabilities with the net fund included within voluntary income received by the charity.