

CVS FALKIRK & DISTRICT

Financial Statements

Year ended 31 March 2023

Charity Registration No: SC000312
Company Registration No: SC085838

CVS FALKIRK & DISTRICT

Financial Statements

Year ended 31 March 2023

Charity Registration No: SC000312
Company Registration No: SC085838

CVS FALKIRK & DISTRICT

CONTENTS	page(s)
Charity Reference and Administrative Details	1
Directors' Annual Report	2-8
Independent Auditor's Report to the Trustees and Members	9-12
Statement of Financial Activities	13
Balance Sheet	14
Statement of Cash Flows	15
Notes to the Financial Statements	16-25

CVS FALKIRK & DISTRICT
CHARITY AND ADMINISTRATIVE INFORMATION
YEAR ENDED 31ST MARCH 2023

Charity registration number SC000312

Company registration number SC085838

Board of Directors

David Mellor	Resigned 31 October 2022
Brian Humphries	Resigned 24 November 2022
Bill Mitchell	Resigned 27 April 2023
Wendy Turner	
Kayleigh Hirst	
Anne Marie Macdonald	Resigned 24 November 2022
Margaret Pow	
Natasha Reynolds	Resigned 22 June 2023
Michael Neil Bradbrook	Appointed 24 November 2022
Derek Allison	Appointed 24 November 2022
Clara Ann Walker	Appointed 24 November 2022
Timothy Alexander Wild	Appointed 26 January 2023

Chief Executive Officer

Victoria McRae Company Secretary

Registered Office

Unit 7b, The Courtyard
Callendar Business Park
Callendar Road
Falkirk
FK1 1XR

Auditor

Dickson Middleton
Chartered Accountants
20 Barnton Street
Stirling
FK8 1NE

Solicitor

Kerr Stirling
Benview, Wellside Place
Falkirk
FK1 5RP

Bankers

Unity Trust Bank Plc
Nine Brindleyplace
Birmingham
B1 2HB

**CVS FALKIRK & DISTRICT
DIRECTORS' ANNUAL REPORT
for the year ended 31 March 2023**

The Directors present their report for the financial statements for the year ended 31 March 2023.

Directors

The Directors of the charitable company are its Trustees for the purposes of charity law and throughout this report are collectively referred to as the Directors. The Directors serving during the year and since the year end are detailed on page 1.

STRUCTURE, GOVERNANCE & MANAGEMENT

Governing Document

CVS Falkirk & District is a Scottish company, limited by guarantee, incorporated on 6 December 1983 and is a registered Scottish charity. The Company operates under the name CVS Falkirk and Volunteer Falkirk. The Company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the Company being wound up, members may be required to contribute an amount not exceeding £1.

Appointment of Directors

There is a formal and established recruitment, appointment, and induction process for new Directors with an open and transparent recruitment process seeking to achieve a diverse mix of skills, experience, and knowledge. The Board of Directors shall comprise of not more than 10 or less than 3 persons. The composition of the Board of Directors shall be as follows:

- (a) Up to 7 Directors elected by member organisations.
- (b) Up to 3 Directors appointed by the Board of Directors on the basis that he/she has specialist experience and/or skills which could be of assistance to the Board of Directors.

Director Engagement

All new Directors receive an induction session focusing on the organisation and its activities, as well as the roles and responsibilities of being a Director. Two Directors took leave of absence due to personal reasons during the year. Due to Directors stepping down, the organisation has welcomed four new Directors bringing with them a wealth of knowledge and skills that can support the strategic direction of the organisation. Directors have attended external events during the year including the Forth Valley Third Sector Conference, Falkirk Funders Fayre and have also attended training and learning events to support their role as Directors within the organisation.

Organisational Structure and Leadership Support

The Directors are responsible for the overall governance of the charity and receive regular reports from the Chief Executive Officer. Day to day responsibility for the operation of the organisation is delegated to the Chief Executive Officer and her staff team.

The CEO has led the organisation through a comprehensive change programme including an organisational restructure, relocation to smaller premises, publication of a new two year strategic plan aligned to the operational workplan to deliver the projected outcomes and achievements.

CVS FALKIRK & DISTRICT
DIRECTORS' ANNUAL REPORT (continued)
for the year ended 31 March 2023

During the year, the core staff team of six members, increased to host a short term supported Volunteering Administrator post, along with the engagement of a consultant responsible for a bespoke community development project in the communities of Limerigg and Slamannan. Plans are in place to further increase the staff team in the new financial year.

The organisation has hosted bespoke supported volunteering placements and student internships within our organisation, providing insight into the work of a Third Sector organisation.

Related Parties

CVS Falkirk & District is an independent charitable organisation, providing services and support to other charities and voluntary organisations, community groups and members of the public in its area of operation. It works closely with organisations across sectors to do this effectively and efficiently. The organisation is recognised as the Third Sector Interface (TSI) for Falkirk and District by the Falkirk Community Planning Partnership (CPP) and the Scottish Government. It continues to work toward the TSI Framework Agreement with Scottish Government to developing 4 key 'roles' in the Falkirk local authority area. These are:

1. Intelligence: Being a source of Third Sector and public policy information
2. Voice: Developing a collective and strong, local Third Sector voice
3. Connect: Creating opportunities to network the Third Sector for collaboration and creating connections between the planning of public services and the Third Sector.
4. Building Capacity: Supporting a strong and vibrant Third Sector that delivers outcomes for Falkirk & District.

CVS Falkirk & District is an active member of the Falkirk Community Planning Partnership and is committed to working in partnership to achieve the priorities and outcomes within the Falkirk Plan and the Health and Social Care Partnership Strategic Plan which are compatible with its charitable and strategic objectives. Throughout 2022/23 it has been a member of the Association of Chief Officers of Scottish Voluntary Organisations, the Scottish Council for Voluntary Organisations, Volunteer Scotland, Voluntary Health Scotland and Children in Scotland, and the Forth Valley Chamber of Commerce.

Risk Management

Major risks to which the organisation is exposed are reviewed continuously and wherever possible, systems and procedures put in place to mitigate risks potentially faced by the charity. Internal control risks are minimised by a suite of robust procedures for authorisation of all operational and financial transactions. A comprehensive risk matrix focusing on both operational and strategic risk is reviewed at senior management and Board meetings where agreed actions and activities to minimise risk and impact are implemented.

Objectives and Activities

The organisation's principal objectives are to:

- Promote any charitable purposes for the benefit of all inhabitants of the Falkirk Council area and in particular, the advancement of education and the furtherance of health and the relief of poverty, distress and sickness
- Provide information (including producing publications) and practical support to voluntary organisations and community groups to assist them in achieving their objectives and in so doing, promote best practice
- Develop and support appropriate networks to ensure Third Sector engagement in local planning and partnerships in areas such as volunteering, health, social work, housing, education, employment, environment and leisure

**CVS FALKIRK & DISTRICT
DIRECTORS' ANNUAL REPORT (continued)
for the year ended 31 March 2023**

- Provide information and practical support to individuals who wish to volunteer and to volunteer-engaging organisations, this promoting best practice
- Promote the work of the local Third Sector to local, national and UK governments and to other statutory agencies or appropriate bodies.

Achievements and Performance

The Company's operational workplan incorporates the Scottish Government TSI Framework with an outcomes focused approach responding to needs and ever-changing context of its work. Compiling and monitoring this report has demonstrated how unique and valuable its TSI role is in the local context. The Company is incredibly proud to know through this process that it's making a difference for communities and Third Sector organisations in Falkirk. The Company is getting better at outcomes focused reporting with a range of mechanisms in place to capture monitoring and evaluation of all the activities undertaken during the year. It utilises our digital customer relationship management system, qualitative and quantitative data systems, event evaluation and importantly lived stories (case studies) to demonstrate the impact and reach of its work.

As a Community Planning Partner, the CEO and DCEO co-chair the community partnership groups bringing together strategic partners and leading on community wealth and health building as well as the empowered communities. The Company is also a partner within the Falkirk Community, Learning and Development Partnership and contributed to a recent HMIE inspection of community learning and development practice within the Falkirk Council area. It attends approximately 40 strategic partnership groups bringing a Third Sector perspective to each of these groups and providing a conduit between them and its Third Sector forums and networks.

Through the Company's membership of the Third Sector Interface Network, the network has established a positive relationship with Scottish Government and public sector where it seeks to raise awareness of the achievements of the Third Sector nationally while also highlighting the challenges faced by the sector throughout Scotland.

The volunteering landscape has changed considerably since the start of the pandemic in 2020. More people are seeking information about volunteering and completing the application process without the need for help. In order to meet the needs of these volunteers the Company has increased its digital presence by 10% with more than 3,500 views to the volunteering opportunities portal, Volunteer Scotland: a national volunteering search website supported by all Scottish Third Sector Interfaces and Volunteer Scotland.

The Company continues to support Third Sector groups and organisations with enquires relating to governance, funding, organisational development, and volunteer management. Within this financial year it has provided organisational capacity building support including governance and organisational development to 178 organisations with more than 150 unique instances of funding support, as well as providing intensive support to seven organisations.

Building on the Company's existing support services it launched our Finding Funding for Falkirk initiative: pledging commitment to increase its activity in seeking and encouraging funding resource and investment for Falkirk's third sector through regular funding bulletins, online funding search portal, Funders Fayre, comprehensive mapping of available funding in Falkirk as well as a new Grant Funding Portal.

**CVS FALKIRK & DISTRICT
DIRECTORS' ANNUAL REPORT (continued)
for the year ended 31 March 2023**

The Company administered and managed the next phase of the Scottish Government Community Mental Health and Wellbeing Fund bringing an investment of £433,629 to support community-based initiatives that promoted and developed good mental health and wellbeing activities. It also created and administered the Falkirk Bairns Fund, bringing £72,940 from Falkirk Council to invest in community-based initiatives that promoted and developed good mental health and wellbeing activities for children and young people.

The Company realised its ambition from 2021/22 in creating and supporting an active Community Leadership Network and securing funding from the Scottish Government Community Based Adult Learning Fund to deliver three cohorts of an exciting and intensive Community Leadership training programme providing a conduit for the Third Sector leaders to engage in and influence local decision making with public sector and strategic partners.

Continuing to develop the Company's partnership working with Stirlingshire Voluntary Enterprise (SVE) and Clackmannanshire TSI (CTSI), it supports the Forth Valley Social Enterprise Network and has provided organisational support to six Falkirk based social enterprises in business development, funding and governance.

During this year the Company organised and facilitated an in-person Falkirk Funders Fayre 2023, with more than 200 delegates attending, the Forth Valley Third Sector Conference in partnership with CTSI and SVE with more than 220 delegates. It celebrated Volunteers Week 2022 with a Picnic in the Park, presentation of thematic volunteer awards and celebration of volunteering certificates where 160 volunteers gained recognition for their volunteering. More than 260 young people registered for the Saltire Awards, gaining their Challenge and/or Ascent Awards.

The Company has supported both strategic partners and Third Sector colleagues to provide immediate and emergency response to the Ukrainian crisis and asylum seekers temporarily based within Falkirk. It hosted 'Welcome to Falkirk': an event for those arriving and settling (particularly asylum seekers/refugees) in the Falkirk & District area, which brought together local Third Sector groups and organisations offering their services and support to individuals and families.

The 'cost of living' crisis has impacted greatly on the Third Sector, and the Company has sought to provide a central point of information and resources, while hosting events through Challenge Poverty Week and Talk Money Week to support both Third Sector employees as well as their clients.

The Company re-designed and established new forums and networks post pandemic facilitating the Health and Wellbeing Forum, Voluntary Sector Childrens Services Forum, Safer and Empowered Communities Forum, Third Sector Employability Forum, the Connecting Volunteering Network, Funding Officers Network, Community Leadership Network, and the Forth Valley Social Enterprise Network.

The Company's role as a central point for communication to the Third Sector continues to develop with the publication of 79 ebulletins, and increased subscribers: by 8.8% to 2078 Twitter users, doubling its Instagram followers to 906 and publishing 13 articles within the local press.

The Company is keen to build on the good relationships it has with all of its stakeholders, promoting collaboration, and partnership working to improve outcomes for people, especially those disadvantaged through inequality.

**CVS FALKIRK & DISTRICT
DIRECTORS' ANNUAL REPORT (continued)
for the year ended 31 March 2023**

Financial Review

The company's core funding throughout 2022/2023 has remained the same level to that of 2021/2022. Without any significant uplift in funding, it is becoming more challenging for the organisation to deliver core activities, manage expenditure and continue as an advocate of the Real Living Wage.

The Company submitted a range of funding proposals to national funding streams and while it was not successful in all applications, it secured project funding from Foundation Scotland to support community development projects in Limerigg and Slamannan.

The Company secured funding from the Digital Boost Grant at the end of the financial year 2021/22, and from Forth Environment Link to bolster its own investment it launched a Grant Funding Portal: a bespoke digital platform streamlining the application process for Third Sector organisations for funding grants managed by CVS Falkirk & District.

Through prudent monitoring of expenditure and liabilities and the receipt of management income from projects, the year ended with an overall surplus of £5,974.

The Company is grateful to Scottish Government, Falkirk Council and the Falkirk Health & Social Care Partnership for their continued financial support throughout the year.

The organisation's finances remain an area of key focus for the Directors, especially in the ever-changing environment in the coming year 2022/23.

RESERVES POLICY

Funding received for specific pieces of work or particular areas of work is contained within Restricted Funds in order to ensure monies are spent for the purpose for which it was intended. During the year the Directors reviewed the organisation's Reserves Policy and agreed to maintain the current position that the organisation should retain reserves equivalent to three months of operating costs. These costs and therefore the organisation's target amounts to £228,646 based on 2022/23 expenditure figures, to be held in General Funds. The Reserves amount of £276,023 exceeds this target at the end of March 2023. Designated Funds at the end of March 2023 were £28,171. The Board of Directors have agreed to release £40,000 from reserves for staffing resource in the forthcoming financial year.

PLANS FOR FUTURE PERIODS

The Company continues to develop its role as an Engaging Third Sector Employer, supporting its team in their role, providing opportunities for personal and professional development and an engaging and supportive working environment.

The Company's Finding Funding for Falkirk initiative will continue to be a priority as it seeks to bring additional funding to the Third Sector within the Falkirk & District, by enabling and encouraging Third Sector organisations to build capacity within their organisations, seek alternative funding sources and to seek ways in which to generate income and become more socially enterprising.

The Company will embark on a new Empowering Communities Programme, funded through Falkirk Council by the UK Shared Prosperity Fund whereby it will provide a detailed, in depth and independent source of information and support to organisations considering community ownership and community asset transfer.

CVS FALKIRK & DISTRICT
DIRECTORS' ANNUAL REPORT (continued)
for the year ended 31 March 2023

The post pandemic challenges and the cost of living crisis are impacting greatly on the Third Sector with increased demand on services, limited funding and social isolation and health and wellbeing detrimentally being affected. The Company will continue to strive to support the sector through this period raising awareness of the impact of the crisis has on clients and Third Sector employees and organisations while seeking ways in which to support the sector.

Recognition and Thanks

The Directors would like to express their sincere thanks to those who have worked and engaged with the Company during the last year. They wish to take time to thank the volunteers, Third Sector organisations and community groups that work tirelessly to improve our communities and the opportunities for local people. The Directors thanks are extended to the Company's funders and strategic partners for their continued support, and they welcome the opportunity to build on the strong focus of partnership working and collaboration developed throughout the years.

The Directors are particularly appreciative of the hard work and commitment of the skilled employees and volunteers who have made our achievements possible, and the continuing dedication shown by all staff to the organisation's goals.

Statement of Directors' Responsibilities

The Directors are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and United Kingdom Standards (United Kingdom Generally Accepted Accounting Practice). Company Law requires Directors 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 statements Directors are required to:

- Select suitable accounting policies and then apply them consistently
- Observe the methods and principles in the Charities SORP
- Make judgements 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
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume the charitable company will continue in operation.

The Directors 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, the Charities and Trustees Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. They are also responsible for safeguarding the assets of the charitable company and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

**CVS FALKIRK & DISTRICT
DIRECTORS' ANNUAL REPORT (continued)
for the year ended 31 March 2023**

In so far as the Directors are aware:

- There is no relevant audit information of which the charitable company's auditors are unaware, and
- They have undertaken all the steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

The Directors are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Auditors

Dickson Middleton Chartered Accountants were confirmed as our auditors and reappointed for a year at the Annual General Meeting held on 24 November 2022.

This report was approved by the Directors on 31 August 2023 and signed on their behalf by:



Neil Bradbrook
Chairperson



Kayleigh Hirst
Director

**CVS FALKIRK & DISTRICT
INDEPENDENT AUDITOR'S REPORT FOR YEAR ENDED 31 MARCH 2023
TO THE TRUSTEES AND MEMBERS OF CVS FALKIRK & DISTRICT**

Opinion

We have audited the financial statements of CVS Falkirk & District (the 'charitable company') for the year ended 31st March 2023 which comprise Statement of Financial Activities, Balance Sheet, Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006, and to the charitable company's trustees, as a body, in accordance with Regulation 10 of the Charities Accounts (Scotland) Regulations 2006. Our audit work has been undertaken so that we might state to the charitable company's members and trustees those matters we are required to state to them in an auditor's 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, the charitable company's members as a body and the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31st March 2023, 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, the Charities and Trustee Investment (Scotland) Act 2005 and regulation 8 of the Charities Accounts (Scotland) Regulations 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

**CVS FALKIRK & DISTRICT
INDEPENDENT AUDITOR'S REPORT (continued)
TO THE TRUSTEES AND MEMBERS OF CVS FALKIRK & DISTRICT**

Other information

The trustees are responsible for the other information. The other information comprises the information included in the directors' report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the directors' report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 and the Charities Accounts (Scotland) Regulations 2006 require us to report to you if, in our opinion:

- adequate and proper accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemptions in preparing the directors' report from the requirement to prepare a strategic report.

Responsibilities of trustees

As explained more fully in the statement of directors' responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

**CVS FALKIRK & DISTRICT
INDEPENDENT AUDITOR'S REPORT (continued)
TO THE TRUSTEES AND MEMBERS OF CVS FALKIRK & DISTRICT**

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and under the Companies Act 2006 and report in accordance with regulations made under those Acts.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The specific procedures for this engagement and the extent to which these are capable of detecting irregularities, including fraud is detailed below:

- Inquired of management, and those charged with governance, about their own identification and assessment of the risks of irregularities, including any known actual, suspected or alleged instances of fraud;
- The audit engagement team identified the risk of management override of controls as the area where the financial statements were most susceptible to material misstatement due to fraud. Audit procedures performed included, but were not limited to, testing manual journal entries and other adjustments, evaluating the business rationale in relation to any significant unusual transactions and challenging judgements and estimates;
- Reviewing minutes of meetings held by management and those charged with governance to identify any matters including actual or attempted fraud, litigation and noncompliance with laws and regulations;
- Inspecting expenditure incurred in the year while making sure this has been appropriately categorised in the financial statements. This included agreeing a sample from the nominal ledger to purchase invoice while also reviewing post year end transactions and invoices to confirm the completeness of the expenditure was disclosed.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

**CVS FALKIRK & DISTRICT
INDEPENDENT AUDITOR'S REPORT (continued)
TO THE TRUSTEES AND MEMBERS OF CVS FALKIRK & DISTRICT**

As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the charitable company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charitable company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charitable company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



Robert Taylor (Senior Statutory Auditor)
For and on behalf of Dickson Middleton, Chartered Accountants, Statutory Auditors,
20 Barnton Street, Stirling. FK8 1NE.
Dickson Middleton is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.
Date: 31st August 2023

CVS Falkirk & District
Statement of Financial Activities
(Incorporating Income and Expenditure Account)

for the year ended 31 March 2023

	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
Income from					
Charitable activities	2	387,688	531,856	919,544	1,209,500
Other trading activities	2	170	-	170	1,214
Investments	2	843	-	843	49
		-----	-----	-----	-----
Total income		388,701	531,856	920,557	1,210,763
		-----	-----	-----	-----
Expenditure on					
Raising funds	3	150	-	150	291
Charitable activities	3	294,384	612,194	906,578	1,154,526
Governance	3	7,855	-	7,855	8,735
		-----	-----	-----	-----
Total expenditure		302,389	612,194	914,583	1,163,552
		-----	-----	-----	-----
Net income		86,312	(80,338)	5,974	47,211
Transfers between Funds		-	-	-	-
		-----	-----	-----	-----
Net movements in funds		86,312	(80,338)	5,974	47,211
Reconciliation of funds:					
Total funds brought forward		189,711	88,584	278,295	231,084
		-----	-----	-----	-----
Total funds carried forward		276,023	8,246	284,269	278,295
		-----	-----	-----	-----

The Notes on pages 16 to 25 form an integral part of these financial statements

CVS FALKIRK & DISTRICT

BALANCE SHEET

As at 31 March 2023

	Notes	£	2023 £	2022 £
Fixed assets				
Tangible assets	8		3,171	1,327
Current assets				
Debtors	9	56,527		54,681
Cash at bank and in hand		289,998		260,705
		<hr/>		<hr/>
		346,525		315,386
Creditors: amounts falling due within one year	10	(65,427)		(38,418)
		<hr/>		<hr/>
Net Current Assets			281,098	276,968
			<hr/>	<hr/>
Net Assets			284,269	278,295
			=====	=====
Funds:				
Unrestricted Funds:				
Designated Funds			28,171	16,327
General Funds			247,852	173,384
			<hr/>	<hr/>
			276,023	189,711
Restricted Funds			8,246	88,584
			<hr/>	<hr/>
Total Funds	14		284,269	278,295
			=====	=====

The financial statements were approved and authorised for issue by the Board on 31st August 2023. Signed on their behalf of the board of directors:



Neil Bradbrook (Chairperson)



Kayleigh Hirst (Director)

Company Registration Number: SC085838

The Notes on pages 16 to 25 form part of these financial statements

CVS FALKIRK & DISTRICT
STATEMENT OF CASH FLOWS
for the year ended 31 March 2023

	Notes	£	2023 £	2022 £
Cash generated by operating activities	13		32,840	72,587
Cash flows from investing activities				
Interest income		843		49
Purchase of tangible fixed assets		(4,390)		-
		_____		_____
Cash generated in/(used by) investing activities			(3,547)	49
Cash used in financing activities		-		-
		_____		_____
Increase in cash and cash equivalents in the year			29,293	72,636
Cash and cash equivalents at the beginning of the year			260,705	188,069
			_____	_____
Total cash and cash equivalents at the end of the year			289,998	260,705
			=====	=====

CVS FALKIRK & DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 March 2023

1. Accounting policies

The principal accounting policies adopted in the preparation of the financial statements are set out below:

1.1 Accounting Convention

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102), The Charities SORP (FRS102), the Charities Act 2005 and the Charities Accounts Regulations 2006.

The charity meets the definition of a public benefit entity under FRS 102.

1.2 Incoming Resources

Voluntary income including donations, gifts and legacies and grants that provide core funding or are of a general nature are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability. Such income is only deferred when the donor specifies that the grant or donation must only be used in future accounting periods, or when the donor has imposed conditions which must be met before the charity has unconditional entitlement.

Income from commercial trading activities is recognised as earned (as the related goods and services are provided).

Income from investments is included in the year in which it is receivable.

Income from charitable activities includes income received under contract or where entitlement to grant funding is subject to specific performance conditions is recognised as earned (as related goods or services are provided). Grant income included in this category provides funding to support performance activities where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

The value of services provided by volunteers has not been included.

CVS FALKIRK & DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 March 2023

Accounting policies (continued)

1.3 Resources Expended

Expenditure is recognised on an accruals basis when a liability is incurred. Expenditure includes any VAT which cannot be fully recovered and is reported as part of the expenditure to which it relates.

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.

Costs of generating funds are those costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources.

Governance costs include those incurred in the governance of the charity and its assets and are primarily associated with constitutional and statutory requirements.

1.4 Activity Based Reporting

The Trustees are of the opinion that the charity has a single activity and there is no merit in providing further analysis within the notes to the financial statements.

1.5 Tangible Fixed Assets

Fixed assets are stated at cost less accumulated depreciation. The cost of minor additions or those costing below £500 are not capitalised. Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life, as follows

Computer equipment	evenly over 3 years
Office equipment and fixtures	evenly over 4 years

1.6 Leasing

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against income on a straight-line basis over the period of the lease.

1.7 Pensions

Since January 2016 all eligible staff are auto enrolled into a workplace pension operated by True Potential Investor funded by contributions from employee and employer. Staff receiving employer contributions into their personal individual pensions prior to 31 December 2015, were able to continue to do so and opt out of auto enrolment if they so wished. All eligible new employees enter the auto enrolment scheme. The pension costs charged in the financial statements represent the contribution payable by the charity during the year.

CVS FALKIRK & DISTRICT
NOTES TO THE FINANCIAL STATEMENTS (continued)
for the year ended 31 March 2023

1.8 **Funds**

Unrestricted Funds are donations and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as General Funds.

Designated Funds are unrestricted funds earmarked by the Directors for particular purposes.

Restricted Funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the Fund, together with a fair allocation of overheads.

1.9 **Going Concern**

The charity is operating in a more challenging financial climate. Based on current expectations of future income the directors are confident that the company has sufficient resources to continue operations for at least a period of 12 months from the date of approval of these financial statements and that it holds sufficient cash funds to meet any obligations that fall due. As a result, the going concern basis of accounting has been adopted.

2. **Incoming resources**

	Unrestricted £	Restricted £	2023 Total £	2022 Total £
Income from charitable activities				
Falkirk Council – Children & Young People Mental Health & Wellbeing Fund	5,400	72,418	77,818	-
Falkirk Council – Community Food Fund & Volunteering	2,133	-	2,133	330,625
Falkirk Council – Core Funding	72,940	-	72,940	72,940
Falkirk Council – Employment & Training Unit	-	5,405	5,405	-
Forth Environment Link	-	10,000	10,000	-
Foundation Scotland	2,600	26,269	28,869	-
NHS Forth Valley – Integrated Care Fund	86,463	-	86,463	83,945
Scottish Government – Core Funding	185,600	-	185,600	185,600
Scottish Government – Community Mental Health & Wellbeing Fund	32,552	411,264	443,816	486,382
Scottish Government – Community Based Adult Learning	-	6,500	6,500	43,000
Other	-	-	-	7,008
	<hr/>	<hr/>	<hr/>	<hr/>
	387,688	531,856	919,544	1,209,500
	<hr/>	<hr/>	<hr/>	<hr/>
Income from other trading activities				
Other	170	-	170	1,214
	<hr/>	<hr/>	<hr/>	<hr/>
	170	-	170	1,214
	<hr/>	<hr/>	<hr/>	<hr/>
Income from investments				
Bank interest	843	-	843	49
	<hr/>	<hr/>	<hr/>	<hr/>
	388,701	531,856	920,557	1,210,763
	=====	=====	=====	=====

CVS FALKIRK & DISTRICT
NOTES TO THE FINANCIAL STATEMENTS (continued)
for the year ended 31 March 2023

3. Total resources expended

	Raising Funds £	Charitable Activities £	Governance Costs £	2023 Total £	2022 Total £
Staff costs and project workers	-	255,554	3,750	259,304	270,034
Travel and volunteer expenses	-	632	-	632	84
Rent	-	8,043	-	8,043	28,549
Premises costs	-	37,004	-	37,004	35,533
Office costs	-	3,462	-	3,462	3,600
Professional & consultancy fee	-	17,277	3,900	21,177	72,298
Activity costs	150	18,560	205	18,915	22,653
COVID Volunteer Expenses	-	766	-	766	10,883
Grant Payments	-	562,526	-	562,526	717,873
Depreciation & Impairment	-	2,546	-	2,546	1,770
Other costs	-	208	-	208	275
Total resources expended	<u>150</u> =====	<u>906,578</u> =====	<u>7,855</u> =====	<u>914,583</u> =====	<u>1,163,552</u> =====

4. Analysis of grants distributed

	2023 £	2022 £
Falkirk Food Fund	31,824	268,755
Mental Health and Wellbeing Fund	443,263	415,139
Falkirk Bairns Wellbeing Fund	72,418	-
Community Based Adult Learning	21	33,979
Fuel Bank	15,000	-
	<u>562,526</u> =====	<u>717,873</u> =====

Included in the above are a total number of 78 grants (2022: 140). All recipients are not listed here but are available on request. The largest award was £25,000 and grants awarded that were greater than £15,000, all from the Mental Health and Wellbeing Fund, were as follows:

	2023 £	2022 £
Cyrenians	25,000	-
One Parent Families Scotland - Falkirk	25,000	25,000
FDAMH	18,870	21,420
Link Living Limited	25,000	-
Go! Youth Trust	23,620	-
Sustainable Thinking Scotland CIC (STS)	24,420	-
The Conservation Volunteers Scotland	19,215	-
Braveheart	24,776	19,044
Westfield Community Centre	-	21,350
The Skate People CIC	-	18,985
Maggies Forth Valley	-	25,000
Forth Valley Advocacy	-	25,000

Those organisations above that received funding in both years were for separate projects.

CVS FALKIRK & DISTRICT

NOTES TO THE FINANCIAL STATEMENTS (continued)

for the year ended 31 March 2023

5. Net incoming resources for the year

	2023	2022
	£	£
<i>Net incoming resources are stated after charging:</i>		
Depreciation	2,546	1,770
Auditors' remuneration	3,900	5,100
	=====	=====

6. Staff costs and numbers

	2023	2022
	£	£
Salaries and health insurance	207,545	239,175
Social security costs	14,865	16,537
Pension charge	12,078	13,637
Recruitment	560	685
	-----	-----
	235,048	270,034
	=====	=====

There were no employees who received remuneration of over £60,000 in the period. Remuneration paid to senior management during the year was £122,238 (2022: £147,079).

No Director received a salary or reimbursement of travel expenses during the year.

The average monthly number of employees during the year was as follows:

	2023	2022
	No	No
Management, office & development	8	9
	=====	=====

7. Taxation

The charitable company is exempt from corporation tax on its charitable activities.

CVS FALKIRK & DISTRICT

NOTES TO THE FINANCIAL STATEMENTS (continued)

for the year ended 31 March 2023

8. Tangible fixed assets

	Equipment & Fixtures £	Computer Equipment £	Total £
Cost			
At 1 April 2022	23,779	32,735	56,514
Additions	-	4,390	4,390
Disposals	-	-	-
	<hr/>	<hr/>	<hr/>
At 31 March 2023	23,779	37,125	60,904
	<hr/>	<hr/>	<hr/>
Accumulated depreciation and Impairment charges			
At 1 April 2022	23,779	31,408	55,187
Disposals	-	-	-
Charge for the year	-	2,546	2,546
	<hr/>	<hr/>	<hr/>
At 31 March 2023	23,779	33,954	57,733
	<hr/>	<hr/>	<hr/>
Net book value At 31 March 2023	-	3,171	3,171
	=====	=====	=====
At 31 March 2022	-	1,327	1,327
	=====	=====	=====

9. Debtors

	2023 £	2022 £
Grants and fees receivable	37,381	36,480
Other debtors & prepayments	19,146	18,201
	<hr/>	<hr/>
	56,527	54,681
	=====	=====

10. Creditors: amounts falling due within one year

	2023 £	2022 £
Creditors	6,499	10,759
Taxation and social security	4,308	4,481
Other creditors and accruals	54,620	23,178
	<hr/>	<hr/>
	65,427	38,418
	=====	=====

CVS FALKIRK & DISTRICT

NOTES TO THE FINANCIAL STATEMENTS (continued)

for the year ended 31 March 2023

11. Operating lease commitments

At 31 March 2023, the charity had annual commitments under non-cancellable operating leases as set out below:

	2023	2022
	£	£
Land and Buildings		
Operating leases which expire:		
Within one year	12,620	28,600
Between 2-5 years	19,604	78,650
More than five years	-	-
	<hr/>	<hr/>
	32,224	107,250
	=====	=====
Equipment	2023	2022
	£	£
Operating leases which expire:		
Within one year	-	3,132
Between 2-5 years	-	-
More than five years	-	-
	<hr/>	<hr/>
	-	3,132
	=====	=====

12. Analysis of Net Assets between Funds

	Unrestricted Funds £	Restricted Funds £	Total Funds £
Tangible fixed assets	3,171	-	3,171
Current assets	296,383	50,142	346,525
Current liabilities	(23,531)	(41,896)	(65,427)
	<hr/>	<hr/>	<hr/>
Net assets at 31 March 2023	276,023	8,246	284,269
	=====	=====	=====

13. Reconciliation of net movement in funds to net cash flow from operating activities:

	2023	2022
	£	£
Net movement in funds	5,974	47,211
Add back depreciation charge	2,546	1,770
Deduct interest income shown in investing activities	(843)	(49)
Increase in debtors	(1,846)	17,145
Increase in creditors	27,009	6,510
	<hr/>	<hr/>
Net cash used in operating activities	32,840	72,587
	=====	=====

CVS FALKIRK & DISTRICT

NOTES TO THE FINANCIAL STATEMENTS (continued)

for the year ended 31 March 2023

14. Movements in Funds

	At 1 April 2022 £	Incoming Resources £	Outgoing Resources £	New Designations/ Transfers £	At 31 March 2023 £
Restricted Funds:					
Falkirk Council:					
Community Food and Volunteering Children & Young People Mental Health and Wellbeing Fund	34,740	-	(34,740)	-	-
Employment & Training Unit	-	5,405	(5,405)	-	-
Forth Environment Link	-	10,000	(10,000)	-	-
Foundation Scotland Scottish Government:	-	26,269	(24,868)	-	1,401
Community Mental Health and Wellbeing Fund	38,844	411,264	(443,263)	-	6,845
Community Based Adult Learning	-	6,500	(6,500)	-	-
SGN Community Project	15,000	-	(15,000)	-	-
Total Restricted Funds	88,584	531,856	(612,194)	-	8,246
Unrestricted Funds:					
Designated:					
Major Repairs and Maintenance	5,000	-	-	(5,000)	-
Fixed Assets	1,327	-	(2,546)	4,390	3,171
Premises	10,000	-	(6,718)	6,718	10,000
IT Equipment Replacement	-	-	-	5,000	5,000
Website	-	-	-	10,000	10,000
General Funds	173,384	388,701	(293,125)	(21,108)	247,852
Total Unrestricted Funds	189,711	388,701	(302,389)	-	276,023
Total funds	278,295	920,557	(914,583)	-	284,269
	=====	=====	=====	=====	=====

CVS FALKIRK & DISTRICT

NOTES TO THE FINANCIAL STATEMENTS (continued)

for the year ended 31 March 2023

Purposes of Restricted Funds:

Integrated Care Fund	Funding received through the Integrated Care Fund towards our strategic work, supporting the Health and Social Partnership to work with Falkirk's Third Sector.
Falkirk Council: Community Food and Volunteering	Funds received from Falkirk Council to administer a Community Food Fund and Volunteer Expenses Fund and contribution to Volunteers Week.
Children and Young People Mental Health and Wellbeing Fund	Administration of funds, on behalf of Falkirk Council, to improve the mental health and wellbeing of children and young people in the Falkirk and District area
Employment and Training Unit	Employment of a trainee Volunteering Administrator funded by Falkirk Council Employment and Training Unit.
Forth Environment Link	Funding received from Forth Environment Link to contribute towards development of the Grant Management Portal and a mapping exercise of funding streams.
Foundation Scotland	Funding received to establish and support a Community Development Officer role within Limerigg and Slamannan
Scottish Government: Community Mental Health and Wellbeing Fund	Administration of Scottish Government Mental Health and Wellbeing Fund to local community groups and organisations.
Community Based Adult Learning	Funding to help improve engagement of adult learners in community-based learning opportunities.
SGN Community Project	Funding being held from SGN to support local communities affected by a gas outage in their areas. This money was released to the Fuel Bank Foundation during the financial year to support specific local areas.

CVS FALKIRK & DISTRICT

NOTES TO THE FINANCIAL STATEMENTS (continued)

for the year ended 31 March 2023

Purposes of Designated Funds:

Major Repairs and Maintenance	This Designated Fund was a contingency fund for any future repairs and maintenance work in our offices. No expenditure occurred from this fund during 2022/23 and going forward there will be one designated fund called Premises.
Premises	A designated fund set aside for any premises related expenditure which included moving costs of £6,718 during 2022/23. This fund has been set at £10,000 for 2023/24 and any major repairs and maintenance faced during this year will come out of this.
Fixed Assets	This Fund represents the net book value of the unrestricted fixed assets.
IT Equipment Replacement	£5,000 has been set aside for any future IT equipment replacement costs in 2023/24.
Website Development	£10,000 has been set aside for future development of our website.

15. Related party transaction

The charity made the following grants in the year to related organisations through common trustees:

Falkirk Foundation	Community Mental Health & Wellbeing Fund	£10,000 (2022: nil)
Skate People C.I.C	Community Mental Health & Wellbeing Fund	£nil (2022: £18,985).
Westfield Community Centre	Community Mental Health & Wellbeing Fund	£nil (2022: £21,350).
Westfield Community Centre	Falkirk Food Fund	£nil (2022: £8,316).

The charity received funding from a related organisation through common trustees: Forth Environment Link £10,000 (2022: £Nil)