

MANSFIELD COMMUNITY AND VOLUNTARY SERVICE (CVS)

(a company limited by guarantee)

REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2015

REGISTERED COMPANY NO. 04715323

REGISTERED CHARITY NO. 1099194

MANSFIELD COMMUNITY AND VOLUNTARY SERVICE (CVS)
(REGISTERED NUMBER: 04715323) (a company limited by guarantee)

Report and Financial Statements
For the year ended 31st March 2015

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**MANSFIELD COMMUNITY AND VOLUNTARY SERVICE (CVS)
(REGISTERED NUMBER: 04715323) (a company limited by guarantee)**

Reference and Administrative Details

Charity Name	Mansfield Community and Voluntary Service
Charity Registration	1099194
Company Number	4715323
Principal and Registered Office	Community House 36 Wood Street Mansfield Nottinghamshire NG18 1QA
Trustees and Directors	Stephanie Blankesby - Treasurer, resigned 7th September 2015 Wynne Garnett - Chair to 30th July 2015 Marlon Imamshah - resigned 10th November 2014 David Lloyd - appointed 21st January 2015 Michael Longdon - appointed 21st January 2015, resigned 1st November 2015, Chair from 30th July 2015 to 1st November 2015 Jennifer Martin - appointed 21st January 2015, resigned 23rd November 2015 Ann Norman - resigned 21st May 2015 Ian Robinson Julian Stocks - resigned 18th February 2015 Paul Webster - appointed 21st January 2015, Chair from 1st November 2015 Lesley Wright - appointed 21st May 2015, resigned 29th July 2015
Operations Manager	Ian Marshall - resigned 13th October 2015
Auditors	Stephenson Nuttall & Co Chartered Accountants Registered Auditor Ossington Chambers 6/8 Castle Gate Newark Nottinghamshire NG24 1AX
Bankers	Barclays Bank PLC 23 Market Place Mansfield Nottinghamshire NG18 1HT CAF Cash Kings Hill West Malling Kent ME19 4JQ The Co-operative Bank PLC Queen Street Mansfield Nottinghamshire NG18 1HN

**MANSFIELD COMMUNITY AND VOLUNTARY SERVICE (CVS)
(REGISTERED NUMBER: 04715323) (a company limited by guarantee)**

**Trustees' Annual Report
For the year ended 31st March 2015**

The Trustees, who are also directors of the company for the purposes of the Companies Act, submit their annual report and the financial statements of Mansfield Community and Voluntary Service for the year ended 31st March 2015. The Trustees confirm that the annual report and financial statements of the company comply with current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in March 2005 (2nd Edition - May 2008).

CHAIRMAN'S REPORT

The period covered by this Annual Report is April 2014 to March 2015. As such it always feels strange to write about a period, which by the time of the AGM is already some time ago! This year is particularly strange as I have since stepped down as chair.

It is fair to say that 2014/15 was both positive but also frustrating. The working context for CVS continued to be very challenging. The need to support local groups by promoting their contribution and helping them with issues related to reducing funding continued to grow. Our statutory partners have also had to cope with similar shrinking resources. Unfortunately traditional sources of funding for our activity have also either reduced or disappeared. The Big Lottery Fund still doesn't fund infrastructure activity and in Nottinghamshire a decision was made by the County Council to fund infrastructure support on a county basis, (a decision that unfortunately appears to have brought little benefit to local organisations).

In this context it has been important for us to look at new ways of funding the CVS and at how we can help open up funding opportunities to local groups.

In 2014/15 our trading company, Scintilla, continued to grow and achieved the necessary accreditation to look at larger direct contracts. Scintilla will be vital to CVSs future by generating profits that can then be invested in CVS core activity.

We also worked hard to build relationships between the NHS Clinical Commissioning Group, NHS providers and local voluntary organisations. A couple of conferences were very successful in helping to raise awareness with NHS bodies about the diversity of the local voluntary sector and the contribution it could make to achieving health outcomes. One of the most significant outcomes was the decision to develop a Special Purpose Vehicle (SPV) that would enable voluntary sector providers collectively to engage with commissioners and bid for/take on contracts. Work has continued on this beyond the year covered in this report and it is hoped that this will create new funding opportunities for groups and help us to support them so that they are able to take advantage of this opportunity.

Activities to support groups are detailed elsewhere in the report but initiatives such as Food for Thought and the new website helped us engage and communicate with local groups which had been one of our priority aspirations at the beginning of the year.

Internally, Ian Marshall, as Operations Manager, provided us with much needed management capacity. In addition we worked on creating a clear strategic plan and a framework of supervision and appraisal to take this forward. We also identified issues we wanted to address, one positive outcome of which was to ensure all staff were paid at least the living wage.

Unfortunately, despite these positive steps there were also a number of frustrations. Although Ian gave us much needed management capacity much of his time increasingly went into the development of the SPV at the cost of not being able to implement the internal improvements we hoped to make. Scintilla and CVS also had to invest significant time in resolving cash flow issues with a creditor.

Looking forward, the foundations are there to give CVS the opportunity of a future that will enable it to continue to support local groups. However, this is by no means guaranteed (as the closure and disappearance of CVSs and infrastructure groups in Nottinghamshire this year proves) and there is much hard work still to be done.

In conclusion, I would like to thank our funders and to the staff who have continued to be committed, constructive and resilient. I would especially like to thank my fellow board members. Undertaking the role of a trustee in today's environment can be very challenging, time consuming and thankless. Their commitment, contribution and support was immensely helpful to me during the year.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The organisation is a charitable company limited by guarantee, incorporated on 28th March 2003 and was registered as a charity on 17th November 1980. The company was formed 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 the liability of the members is limited by guarantee to £1 each.

Recruitment and Appointment of Trustee Board

The directors of the company are also charity trustees for the purposes of charity law. Under the requirements of the Memorandum and Articles of Association the directors are elected to serve for a period of three years. We have thirteen places on the trustee board. Vacancies are filled by nomination formally through the charity's membership and provide a written and oral statement about their fitness for purpose in relation to the board and its skills requirements at the AGM. We are able to co-opt in order to bring in additional skills should we need to.

All members of the trustee board give their time voluntarily and receive no benefits from the charity.

Trustee Induction and Training

All trustees are issued with a comprehensive trustee Induction Pack, which covers matters such as legal liabilities and responsibilities and specific role responsibilities. The senior staff and trustees are also currently developing a comprehensive risk management process, to sit alongside the risk management strategy. This will form part of the Induction Pack.

Mansfield Community and Voluntary Service has twice undertaken a skills audit of the trustees in the last few years against a number of key organisational criteria. This process is intended to become a permanent part of our annualised work plan. The current trustees are very strong in terms of the requisite skills, experience and expertise.

Organisational Structure

Mansfield Community and Voluntary Service is governed by its trustee board which is responsible for setting the strategic direction of the organisation and the policy of the charity. The trustees carry the ultimate responsibility for the conduct of Mansfield Community and Voluntary Service and for ensuring that the charity satisfies its legal and contractual obligations. The trustees meet as a minimum quarterly and delegate the day-to-day operation of the organisation to senior management. The trustee board is independent from management. A register of members' interest is maintained at the registered office and is available to the public.

We have a Chair, Vice Chair and Treasurer who form part of the Finance and Personnel sub groups along with senior staff, such as the Operations Manager. These groups are mandated to make key decisions in relation to personnel, finance and asset management which are then reported back to the trustee board with recommendations for action.

Related Parties

The charity also co-operates and liaises with a number of other advisory services, local charities and social services departments on behalf of clients. Where one of the trustees holds the position of trustee/director of another charity they may be involved in discussion regarding that other charity but not in the ultimate decision making process.

Major Risks

Mansfield Community and Voluntary Service has worked on a Corporate Risk Management exercise. A risk management strategy and risk register were agreed by the trustee board. The trustee board recognise that any major risks to which the charity is exposed need to be reviewed and systems put in place to mitigate those risks. To that end Mansfield Community and Voluntary Service is continually monitoring and managing its risk, reviewing the corporate risk register and ensuring action plans are in place to mitigate its key risks.

Included in external risks is that of the loss of funding. The effects of this have been minimised by the procedures in place, which have resulted in funding being secured from a variety of sources. The charity continues to seek to diversify its funding sources. Internal risks are minimised by the implementation of procedures for authorisation of all transactions and projects and to ensure consistent quality of delivery for all operational aspects of the charitable company. These procedures are periodically reviewed to ensure that they still meet the needs of the charity.

OBJECTIVES AND ACTIVITIES

Objects

The company's objects are:

- 1) To promote any charitable purposes for the benefit of the public, principally but not exclusively in the local government area of Nottinghamshire and its environs (hereafter called the "area of benefit") and in particular build the capacity of third sector organisations and provide them with the necessary support, information and services to enable them to pursue or contribute to any charitable purpose.
- 2) To promote organise and facilitate co-operation and partnership working between the third sector and other relevant bodies in the achievement of the above purposes within the area of benefit.

Aims, Objectives, Strategies and Activities for the year

Whilst Mansfield Community and Voluntary Service encourages considerable cross-team working within the organisation, we also had to make a decision about how the key functions of the organisation are articulated separately, particularly given that much of our work is project funded and highly specific in terms of outputs, monitoring and contractual obligations. This is reflected in our teams – hence the focus on

- Developing communities;
- Volunteering;
- Getting into work;
- Supporting organisations;
- Promoting the contribution of community and voluntary groups;
- Health and social care

as our main external areas of work. Internally, we have structures or staff members related to Governance – encompassing the work of the Operations Manager and trustees, Building and Resource Management and Finance. These 'splits' are reflected throughout the Annual Report and accounts and show how we manage our resources.

The charity is committed to promoting equality of opportunity for all, and to ensuring that no individual is discriminated against in the planning and delivery of any of our activities. We therefore aim to ensure that the values of equality, diversity, and respect for all are embedded into everything that we do.

The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities.

Grant Making Policy

The charity awards grants subject to the restrictions imposed by the original donor of the funds. These are identified as such within the accounts.

Volunteers

The work of the charity benefits from many hours of voluntary work contributed by its supporters. The charity is most grateful for this help, without which much of the work it undertakes could not be achieved.

ACHIEVEMENTS AND PERFORMANCE

Health Team

During 2014/2015, the Health & Social Care Team:

- Chaired and facilitated the popular Older People's Consultation Group for its 12th year;
- Continued to support the Mansfield and Ashfield Clinical Commissioning Group (MACCG) by representing the voluntary sector in Mansfield on the Citizen's Reference Panel and its sub-groups, the Citizen's Board and the Self Care Task and Finish Group;
- In partnership with MACCG, Ashfield Voluntary Action and Newark & Sherwood CVS we organised the All Together Healthier Conference which brought together Health and the Third Sector to look at ways the CCGs in Mid Nottinghamshire could commission services from the third sector in the future;
- Developed links with the Eastern European and Homeless communities in Mansfield, to ensure they were receiving fair access to healthcare services;
- Worked closely with the MACCG and Ashfield Voluntary Action to organise The Big Health Check Day for people with Learning Disabilities (LD), Quarterly Health Action Group meetings for people with LD and their carers and Patient Participation Group Networking Events.

The Community Outreach Advisors (COAs) gave direct help to 243 people, which is less than the previous year's figure. The reason for this was the loss of services in the community due to lack of funds resulting in the COAs service having to find alternative services/funding resulting in more lengthy referrals with clients. People of Mansfield benefited from home visits receiving information packs, advice and referrals to services that would help them stay safe and independent within their own homes such as having smoke alarms fitted, adaptations, sourcing benefit entitlement, Homefinder application forms and introducing people over the age of 50 to lunch clubs and exercise groups for the first time.

The COAs organised an older people's event which was funded by the Fire Service on 1st October 2014 at the Manor sports complex. The day was around wellbeing using chair base exercise and singing for the brain which was well attended and enjoyed by all.

First Contact supported 572 older people in Mansfield, generating 1,057 referrals to partner agencies.

Also, training included staff and Colleagues at Prism Teams, Trading Standards and Falls Teams.

Group Support

During 2014/15 we have worked closely with the following:

- Big Lottery Warsop Partnership (Development work and LTO responsibility);
- ROLO (Big Lottery Warsop & Rotary Community Chest Committee);
- Warsop Carnival Committee;
- Mansfield Children's Centres;
- Oak Tree Neighbourhood Management Team (including supervision and management of staff);
- Mansfield TEA-M (Transforming information services project);
- Ravensdale 'In Our Hands' outreach project in partnership with The National Holocaust Centre.

We also continued our involvement in and attendance at NCC CLG, MPAC Executive Group, Partnership Plus, Community Exchange, MASP Officer Group and MASP Board ensuring voluntary and community sector representation at a strategic level.

Volunteering

During 2014/15 the volunteer centre:

- Dealt with approximately 100 volunteering interviews/enquiries per month;
- Promoted volunteering at schools, Millbrook Hospital, West Notts College, Children's Centres and at the joint MDC/ADC employment fair;
- Worked with MDC and various community partners to raise funds for and host the annual 'Mansfield Volunteer of The Year' awards ceremony.

Trustees' Annual Report - Continued
For the year ended 31st March 2015

Building

During 2014/15 we:

- Continued to rent offices to a variety of tenants;
- Held regular tenants meetings;
- Continued to actively promote office space and room hire facilities;
- Recarpeted the stairs from reception;
- Relunched our Atrium meeting space, after the fitting of a new carpet and the purchase of new furniture;
- Offered bi-monthly social media surgeries to community groups;
- Launched a quarterly networking meeting for the local voluntary sector, Food for Thought, held at Community House.

Grants and Donations Received

The trustee board extend their gratitude to the following organisations which funded the charity during the year:

- Big Lottery (Awards for All)
- Sir John Eastwood Foundation
- Boots Charitable Trust
- Souter Charitable Trust
- Cllr Langton – Notts County Council
- Coles-Medlock Foundation
- Casa Stella Trust
- Thomas Farr Charity
- Lady Hind Trust
- The Gray Trust

FUTURE PLANS

Looking forward our priority remains trying to ensure that CVS has a secure and sustainable funding base that is sufficient for us to deliver the core support services that local groups need. Particular priorities include:

- Continuing to develop our trading company, Scintilla, so that it is able to invest funds back into CVS to secure core activities.
- Continuing to work with partners at TEA-M and the Clinical Commissioning Group to develop a model that will enable local voluntary groups to tender and take advantage of NHS commissioning opportunities. The model will act as a single point of access for the CCG and other bodies and enable groups to work together to have the critical mass necessary to tender. Support will be given to organisations wishing to join to ensure that they have the necessary capability. The model has already been established in the first part of 2015/16, organisations are joining and it is formally recognised by the CCG and other partners. The challenge is to now make it work.
- Increasing management capacity. Board members have committed as much time as they can and the appointment of Ian Marshall significantly increased our day-to-day operational management capacity. However, we recognised that we needed to try and find the resources necessary to support strategic day to day leadership and relationship building with key stakeholders. This has become even more important with the departure of Ian Marshall. Ideally we want to recruit a new Operations Manager and we will be looking to see how we can make this happen. This capacity is critical if we are to take our Strategic Plan forward and instigate the supervision and appraisal systems that are ready to support staff in its implementation. It will also help us to become less reactive and more outward facing in building relationships with stakeholders and the wider sector. We also hope to build the capacity of the trustee board, attracting a wide range of skills that will help it undertake its role.
- Building our links with local groups. In 2014/15 we were working on our new website and this has since been launched to excellent feedback. We want to see our website as a resource for local groups. We hope to build on this and initiatives such as “Food for Thought” to ensure that we sustain and develop our relationship with members and the wider sector.

MANSFIELD COMMUNITY AND VOLUNTARY SERVICE (CVS)
(REGISTERED NUMBER: 04715323) (a company limited by guarantee)

Trustees' Annual Report - Continued
For the year ended 31st March 2015

FINANCIAL REVIEW

Financial Position

Incoming resources for the year were £345,875 (2014: £349,011) of which £202,704 (2014: £208,413) related to restricted funds.

The deficit of income over expenditure for the year amounted to £16,416 (2014: £59,712). At 31st March 2015, total reserves were £473,499 (2014: £489,915) of which £460,916 (2014: £460,916) were restricted.

Profits for the year payable under gift aid to the charity by Scintilla Consulting were £4,871 (2014 - £14,600).

The trustees are continuously reviewing the current position and possible future activities of the charity and are aware of the requirement for sufficient working capital to meet ongoing running costs. The trustees are also aware that the charity is currently reliant on grant funding received in advance in order to provide working capital to meet ongoing running costs. If this funding in advance was to significantly reduce and sufficient future surpluses were not generated then the trustees may need to seek additional finance which may require the charity's freehold property to be provided as security.

Reserves Policy

The trustees have reviewed and assessed the charity's requirement for reserves in line with the guidance issued by the Charity Commission and in furtherance of the objectives of Mansfield Community and Voluntary Service.

The level of restricted funds and designated funds maintained by the charity is determined by reference to specific requirements attached to such funds.

The level of general reserves, over and above the designated and restricted funds, is intended to ensure adequate financial resources are available to the charity in order to meet anticipated running costs for a period of at least three months.

The reserves policy of Mansfield Community and Voluntary Service reflects the need for maintaining sufficient funding to enable the organisation to remain sustainable for the foreseeable future, to enable retention of staff and maintenance of services. It represents a response to a continuously shifting funding pattern and a need for longer-term planning. Such funds also aim to safeguard the charity's service commitment in the event of delays in receipt of grants.

As an essential part of our good financial management practice, and in line with Charity Commission guidelines, Mansfield Community and Voluntary Service trustees will review the reserves policy and monitor the necessary levels of reserves on an annual basis.

Subsidiary Undertaking

The charity has control over Scintilla Consulting, a company incorporated in England and Wales under company number 05722254 and limited by guarantee. The charity is the sole member of Scintilla Consulting and thus the charity has control over the company. Details of the trading results are shown in note 9 to the financial statements.

Trustees' Annual Report - Continued
For the year ended 31st March 2015

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also directors of Mansfield Community and Voluntary Service for the purposes of company law) are responsible for preparing the Report of the Trustees 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 the year. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of 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 that the company will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. 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.

STATEMENT AS TO DISCLOSURE OF INFORMATION TO AUDITORS

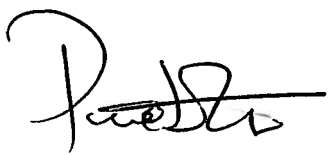
So far as the trustees are aware, there is no relevant audit information (as defined by Section 418 of the Companies Act 2006) of which the charitable company's auditors are unaware, and the trustees have taken all the steps that they ought to have taken as trustees in order to make themselves aware of any relevant audit information and to establish that the charitable company's auditors are aware of that information.

AUDITORS

The auditors, Stephenson Nuttall & Co, will be proposed for re-appointment at the forthcoming Annual General Meeting.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

ON BEHALF OF THE BOARD:



.....
Paul Webster - Trustee

21st December 2015

Date:

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF
MANSFIELD COMMUNITY AND VOLUNTARY SERVICE (CVS)
(REGISTERED NUMBER: 04715323) (a company limited by guarantee)**

We have audited the financial statements of Mansfield Community and Voluntary Service for the year ended 31st March 2015 which comprise the Statement of Financial Activities, the Summary Income and Expenditure Account, the Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective April 2008) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

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. Our audit work has been undertaken so that we might state to the charitable company's members 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 and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditors

As explained more fully in the Trustees' Responsibilities Statement set out on page eight, 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.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors, including "APB Ethical Standard - Provisions Available for Small Entities (Revised)", in the circumstances set out in note twenty one to the financial statements.

Scope of the audit of the financial statements

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

Opinion on financial statements

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 2015, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended; and
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Trustees' Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF
MANSFIELD COMMUNITY AND VOLUNTARY SERVICE (CVS)
(REGISTERED NUMBER: 04715323) (a company limited by guarantee)**

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate 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 trustees' 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 exemption in preparing the Trustees' Annual Report and take advantage of the small companies exemption from the requirement to prepare a strategic report.



A P Haigh FCA (Senior Statutory Auditor)
for and on behalf of Stephenson Nuttall & Co., Statutory Auditor
Chartered Accountants
6/8 Castle Gate
Newark
Nottinghamshire
NG24 1AX

Dated: 21st December 2015

MANSFIELD COMMUNITY AND VOLUNTARY SERVICE (CVS)
(REGISTERED NUMBER: 04715323) (a company limited by guarantee)

Statement of Financial Activities
(incorporating an Income and Expenditure account)
For the year ended 31st March 2015

	Notes	Unrestricted Funds 2015 £	Restricted Funds 2015 £	Total Funds 2015 £	Total Funds 2014 £
INCOMING RESOURCES					
Incoming resources from generated funds:					
Voluntary income	1	27,106	-	27,106	28,828
Activities for generating funds	2	2,929	-	2,929	7,741
Investment income	3	4,888	-	4,888	14,673
		<hr/>	<hr/>	<hr/>	<hr/>
		34,923	-	34,923	51,242
Incoming resources from charitable activities	4	108,248	202,704	310,952	297,769
		<hr/>	<hr/>	<hr/>	<hr/>
TOTAL INCOMING RESOURCES		143,171	202,704	345,875	349,011
		<hr/>	<hr/>	<hr/>	<hr/>
RESOURCES EXPENDED					
Costs of generating funds	5	85,976	-	85,976	112,257
Charitable activities	6	61,385	189,422	250,807	267,847
Governance costs	7	25,508	-	25,508	28,619
		<hr/>	<hr/>	<hr/>	<hr/>
TOTAL RESOURCES EXPENDED		172,869	189,422	362,291	408,723
		<hr/>	<hr/>	<hr/>	<hr/>
NET INCOMING/(OUTGOING) RESOURCES BEFORE TRANSFERS					
		(29,698)	13,282	(16,416)	(59,712)
Transfers between funds		13,282	(13,282)	-	-
		<hr/>	<hr/>	<hr/>	<hr/>
NET MOVEMENT IN FUNDS	8	(16,416)	-	(16,416)	(59,712)
		<hr/>	<hr/>	<hr/>	<hr/>
RECONCILIATION OF FUNDS					
Total funds brought forward		28,999	460,916	489,915	549,627
		<hr/>	<hr/>	<hr/>	<hr/>
TOTAL FUNDS CARRIED FORWARD		12,583	460,916	473,499	489,915
		<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

The notes form part of these financial statements

MANSFIELD COMMUNITY AND VOLUNTARY SERVICE (CVS)
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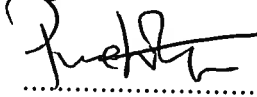
Balance Sheet
As at 31st March 2015

		2015		2014	
	Notes	£	£	£	£
FIXED ASSETS					
Tangible assets	12		466,233		461,623
CURRENT ASSETS:					
Debtors	13	57,951		83,710	
Cash at bank and in hand		12,983		1,093	
		70,934		84,803	
CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR					
	14	63,668		56,511	
NET CURRENT ASSETS					
			7,266		28,292
NET ASSETS					
	16		473,499		489,915
CAPITAL AND RESERVES:					
Unrestricted funds:					
General	17		7,266		18,292
Capital			5,317		707
Building Maintenance			-		10,000
			12,583		28,999
Restricted fund:					
Capital			460,916		460,916
			473,499		489,915

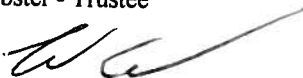
These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

These financial statements were approved by the Trustees on 25th December 2015

Signed on behalf of the Trustees



Paul Webster - Trustee



.....
 Wynne Garnett - Trustee

The notes form part of these financial statements

MANSFIELD COMMUNITY AND VOLUNTARY SERVICE (CVS)
(REGISTERED NUMBER: 04715323) (a company limited by guarantee)

Notes to the Financial Statements
For the year ended 31st March 2015

ACCOUNTING POLICIES

Accounting Convention

The financial statements have been prepared under the historical cost convention and are in accordance with the Companies Act 2006, the Financial Reporting Standard for Smaller Entities (effective April 2008) and the Statement of Recommended Practice on Accounting and Reporting by Charities published in March 2005 (2nd edition - May 2008).

As stated in the Charities Act 2011 (Group Accounts) Regulations 2015, and the Charities (Accounts and Reports) Regulations 2008, any parent charity where the aggregate gross income of the group, the parent charity and its subsidiaries, does not exceed £1,000,000 after consolidation adjustments, is not required to prepare group accounts. Accordingly, group accounts consolidating the financial statements of the charity and its subsidiary undertaking have not been prepared.

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 by way of donations and gifts is included in the Statement of Financial Activities when received.
- Grants where entitlement is not conditional on the delivery of a specific performance by the charity are recognised when receivable. Where entitlement is conditional on the delivery of a specific performance, the income is recognised in the Statement of Financial Activities when that performance has been met.
- Grants received for specific projects are classified as restricted funds. Grants towards capital expenditure are released to the Statement of Financial Activities when the assets are purchased from a restricted capital fund.
- 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 the accounts.
- Investment income is included when receivable.
- Activities for generating funds are accounted for when receivable.
- Income from rent and room hire is accounted for when receivable.

Resources Expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes VAT, which cannot be recovered as the charity is not VAT registered, and is reported as part of the expenditure to which it relates:

- Costs of generating funds comprise the costs associated with attracting voluntary income and activities for generating funds.
- Charitable activities expenditure comprises those costs incurred by the charity in the delivery of its activities and its services for its beneficiaries. It includes both costs that can be allocated to such activities and those costs of an indirect nature necessary to support them. Expenditure on grants is recorded once the charity has made an unconditional commitment to pay the grants and this is communicated to the beneficiary or the grant has been paid whichever is the earlier. The charity has not made any grant commitments of more than one year.
- Governance costs include 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.
- Costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resources. Cost allocation includes an element of judgement and the charity has had to consider the cost benefit of all detailed calculations and record keeping. Directly attributable costs are allocated to the respective cost headings, including support costs where these are directly attributable. Other support costs have been appropriately allocated either on a per capita basis or on an estimated usage basis, as considered appropriate.

MANSFIELD COMMUNITY AND VOLUNTARY SERVICE (CVS)
(REGISTERED NUMBER: 04715323) (a company limited by guarantee)

Notes to the Financial Statements - Continued
For the year ended 31st March 2015

ACCOUNTING POLICIES – CONTINUED

Fund Accounting

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

Restricted funds are to be used for a specific purpose in accordance with restrictions imposed by donors.

Designated funds are allocated out of unrestricted funds by the trustees for specific purposes. The use of such funds is at the trustees' discretion.

The costs of administering each fund are charged against the relevant fund, together with a fair allocation of management costs.

Transfers between funds are made if required and allowed under the restrictions and conditions of the particular funds involved. Where restricted funds become available for general purposes once certain criteria have been met, the surplus of income received over expenditure incurred is then transferred from restricted to unrestricted funds.

Depreciation

Depreciation is calculated so that assets are written down to their residual value over their anticipated useful economic lives. Depreciation is not charged on the freehold building as it is regularly maintained and considered to have a residual value in excess of its original cost. Depreciation is provided on other assets using the following annual rates:

Fixtures and fittings - 25% (reducing balance basis)

Computer equipment - 25% (straight line basis)

Operating Leases

Rental costs under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the leases.

Pension Costs

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Taxation

The charity is exempt from tax on income and gains falling within Chapter 3 of Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objectives. No tax charges have arisen during the year.

Going Concern

The trustees are continuously reviewing the current position and possible future activities of the charity and consider it appropriate to prepare the financial statements on a going concern basis. The trustees are aware of the requirement for sufficient working capital to meet ongoing running costs and are also aware that the charity is currently reliant on grant funding received in advance in order to provide working capital to meet ongoing running costs. If this funding in advance was to significantly reduce and sufficient future surpluses were not generated then the trustees may need to seek additional finance which may require the charity's freehold property to be provided as security.

**MANSFIELD COMMUNITY AND VOLUNTARY SERVICE (CVS)
(REGISTERED NUMBER: 04715323) (a company limited by guarantee)**

Notes to the Financial Statements - Continued
For the year ended 31st March 2015

1. VOLUNTARY INCOME

	Unrestricted Funds £	Restricted Funds				Total Funds 2015 £	Total Funds 2014 £
		Improving Technology £	Health £	Group Support £	Community Outreach £		
Grant income	25,750	-	-	-	-	25,750	28,500
Donations	<u>1,356</u>	-	-	-	-	<u>1,356</u>	<u>328</u>
	<u>27,106</u>	-	-	-	-	<u>27,106</u>	<u>28,828</u>

2. ACTIVITIES FOR GENERATING FUNDS

	Unrestricted Funds £	Restricted Funds				Total Funds 2015 £	Total Funds 2014 £
		Improving Technology £	Health £	Group Support £	Community Outreach £		
Printing, postage and stationery	958	-	-	-	-	958	5,622
Other services	<u>1,971</u>	-	-	-	-	<u>1,971</u>	<u>2,119</u>
	<u>2,929</u>	-	-	-	-	<u>2,929</u>	<u>7,741</u>

3. INVESTMENT INCOME

	Unrestricted Funds £	Restricted Funds				Total Funds 2015 £	Total Funds 2014 £
		Improving Technology £	Health £	Group Support £	Community Outreach £		
Gift aid donation from subsidiary	4,871	-	-	-	-	4,871	14,600
Bank interest	<u>17</u>	-	-	-	-	<u>17</u>	<u>73</u>
	<u>4,888</u>	-	-	-	-	<u>4,888</u>	<u>14,673</u>

MANSFIELD COMMUNITY AND VOLUNTARY SERVICE (CVS)
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Notes to the Financial Statements - Continued
For the year ended 31st March 2015

4. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	Restricted Funds						Total Funds 2014 £
	Unrestricted Funds £	Improving Technology £	Health £	Group Support £	Community Outreach £	Total Restricted Funds £	
Rent	21,152	-	-	-	-	-	21,152
Car parking	2,917	-	-	-	-	-	2,917
Room hire	35,063	-	-	-	-	-	35,063
Management fees	3,111	-	-	-	-	-	3,111
Training	2,774	-	-	-	-	-	2,774
Grant income	<u>43,231</u>	<u>6,382</u>	<u>108,279</u>	<u>88,043</u>	-	<u>202,704</u>	<u>245,935</u>
	<u>108,248</u>	<u>6,382</u>	<u>108,279</u>	<u>88,043</u>	-	<u>202,704</u>	<u>310,952</u>
							<u>297,769</u>

MANSFIELD COMMUNITY AND VOLUNTARY SERVICE (CVS)
(REGISTERED NUMBER: 04715323) (a company limited by guarantee)

Notes to the Financial Statements - Continued
For the year ended 31st March 2015

5. COSTS OF GENERATING FUNDS

	Unrestricted Funds £	Restricted Funds			Total Funds 2015 £	Total 2014 £
		Improving Technology £	Group Health £	Community Support £		
Activities undertaken directly:						
Salaries	3,476	-	-	-	-	6,403
Employment termination costs	-	-	-	-	-	15,000
Staff training and travel	1,255	-	-	-	-	768
Consultancy fees	<u>6,000</u>	-	-	-	-	<u>3,400</u>
	<u>10,731</u>	-	-	-	-	<u>25,571</u>
Support costs:						
Printing, postage and stationery	30	-	-	-	-	5,137
Telephone	2,389	-	-	-	-	2,450
Refreshments	47	-	-	-	-	188
Bank charges	456	-	-	-	-	99
Publications and subscriptions	-	-	-	-	-	926
Volunteer expenses	83	-	-	-	-	-
Promotional material	350	-	-	-	-	83
Equipment maintenance	890	-	-	-	-	350
Depreciation	1,772	-	-	-	-	890
Salaries	59,098	-	-	-	-	1,772
Pension costs	4,566	-	-	-	-	59,098
Life assurance and healthcare	1,053	-	-	-	-	4,566
Professional indemnity insurance	557	-	-	-	-	1,053
Consultancy fees	2,601	-	-	-	-	801
Sundries	210	-	-	-	-	699
Training non-staff	900	-	-	-	-	2,863
Computer maintenance contracts	<u>243</u>	-	-	-	-	28
	<u>75,245</u>	-	-	-	-	<u>552</u>
	<u>85,976</u>	-	-	-	-	<u>86,686</u>
						<u>112,257</u>

MANSFIELD COMMUNITY AND VOLUNTARY SERVICE (CVS)
(REGISTERED NUMBER: 04715323) (a company limited by guarantee)

Notes to the Financial Statements - Continued
For the year ended 31st March 2015

6. CHARITABLE ACTIVITIES

	Restricted Funds					Total Funds 2015 £	Total Funds 2014 £
	Unrestricted Funds £	Improving Technology £	Health £	Group Support £	Community Outreach £		
Activities undertaken directly:							
Building costs and repairs	4,535	-	5,191	682	-	10,408	20,164
Rates and water	6,707	-	-	-	12	6,719	5,699
Light and heat	8,375	-	-	-	-	8,375	9,707
Building insurance	2,807	-	-	-	-	2,807	2,163
Salaries	28,225	-	67,972	30,946	976	128,119	134,933
Pension costs	-	-	2,841	-	-	2,841	3,960
Life assurance and healthcare	119	-	468	88	-	675	673
Staff training and travel	515	-	710	246	-	1,471	1,456
	<u>51,283</u>	<u>-</u>	<u>77,182</u>	<u>31,962</u>	<u>988</u>	<u>161,415</u>	<u>178,755</u>
Grant funding of activities:							
Beneficiary costs	-	-	-	51,324	-	51,324	44,412
	-	-	-	51,324	-	51,324	44,412
Support costs:							
Printing, postage and stationery	2,684	-	4,852	142	-	7,678	8,253
Telephone	1,723	-	2,950	-	-	4,673	7,333
Refreshments	229	-	255	-	-	484	240
Bank charges	196	-	340	20	-	556	80
Room hire	75	-	48	53	-	176	700
Publications and subscriptions	84	-	146	-	-	230	425
Volunteer expenses	1,669	-	110	207	-	1,986	1,599
Promotional material	51	-	799	299	-	1,149	1,533
Equipment maintenance	415	-	670	-	-	1,085	453
Salaries	-	-	15,996	-	-	15,996	16,001
Consultancy fees	-	-	-	-	-	-	7,200
Sundries	2,082	-	284	31	133	2,530	575
Training non staff	712	-	75	240	-	1,027	-
Computer maintenance contracts	182	-	316	-	-	498	288
	<u>10,102</u>	<u>-</u>	<u>26,841</u>	<u>992</u>	<u>133</u>	<u>38,068</u>	<u>44,680</u>
	<u>61,385</u>	<u>-</u>	<u>104,023</u>	<u>84,278</u>	<u>1,121</u>	<u>250,807</u>	<u>267,847</u>

MANSFIELD COMMUNITY AND VOLUNTARY SERVICE (CVS)
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Notes to the Financial Statements - Continued
For the year ended 31st March 2015

7. GOVERNANCE COSTS

	Unrestricted Funds £	Improving Technology £	Health £	Group Support £	Restricted Funds		Total Funds 2014 £
					Community Outreach £	Total Restricted Funds £	
Activities undertaken directly:							
Salaries	6,952	-	-	-	-	-	12,807
Consultancy fees	<u>12,000</u>	-	-	-	-	-	<u>6,800</u>
	<u>18,952</u>	-	-	-	-	-	<u>19,607</u>
Support costs:							
Sundry governance costs	1,190	-	-	-	-	-	2,380
Accountancy, audit and AGM	<u>5,366</u>	-	-	-	-	-	<u>6,632</u>
	<u>6,556</u>	-	-	-	-	-	<u>9,012</u>
	<u>25,508</u>	-	-	-	-	-	<u>28,619</u>

MANSFIELD COMMUNITY AND VOLUNTARY SERVICE (CVS)
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Notes to the Financial Statements - Continued
For the year ended 31st March 2015

8. NET MOVEMENT IN FUNDS

	2015	2014
	£	£
This is stated after charging:		
Depreciation	1,772	235
Operating lease costs	11,826	12,502
Auditors' remuneration - audit work	4,200	4,200
- accountancy	1,800	2,100
	18,600	19,042

9. RESULTS FROM TRADING ACTIVITIES OF SUBSIDIARY

The charity has control over a trading subsidiary, Scintilla Consulting, incorporated in England and Wales and limited by guarantee.

	2015	2014
	£	£
Aggregate capital and reserves	-	-
	-	-
Profit for the year payable under gift aid to the charity	4,871	14,600
	4,871	14,600

10. INFORMATION REGARDING EMPLOYEES

	2015	2014
	£	£
Wages and salaries	203,887	223,921
Social security costs	9,754	13,842
Pension costs	7,407	7,522
	221,048	245,285

The average number of employees, analysed by function was:

	2015	2014
	Number	Number
Management and administration of the charity	3	4
Project management	8	10
	11	14

No employee received remuneration of more than £60,000.

No members of the trustee board received any remuneration during the year.

11. PENSION COSTS

The pension cost shown in the financial statements for the year represents contributions payable by the charity and amounted to £7,407 (2014 - £7,522). There were no contributions payable or outstanding at the year end.

MANSFIELD COMMUNITY AND VOLUNTARY SERVICE (CVS)
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Notes to the Financial Statements - Continued
For the year ended 31st March 2015

12. TANGIBLE FIXED ASSETS

	Freehold Building £	Fixtures, and Fittings £	Computer Equipment £	Total £
Cost:				
At 1st April 2014	460,916	124,740	6,334	591,990
Additions	-	-	6,382	6,382
	<hr/>	<hr/>	<hr/>	<hr/>
At 31st March 2015	460,916	124,740	12,716	598,372
Depreciation:				
At 1st April 2014	-	124,033	6,334	130,367
Charge for the year	-	177	1,595	1,772
	<hr/>	<hr/>	<hr/>	<hr/>
At 31st March 2015	-	124,210	7,929	132,139
Net Book Value:				
At 31st March 2015	460,916	530	4,787	466,233
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
At 31st March 2014	460,916	707	-	461,623
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

The freehold building is held on trust in the name of the Official Custodian for Charities on behalf of and for the usage of the charity.

13. DEBTORS

	2015 £	2014 £
Amounts due from subsidiary	46,498	64,706
Other debtors	6,695	15,560
Prepayments and accrued income	4,758	3,444
	<hr/>	<hr/>
	57,951	83,710
	<hr/> <hr/>	<hr/> <hr/>

14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2015 £	2014 £
Other taxes and social security	4,704	9,735
Accruals and other creditors	19,120	20,926
Deferred income	39,844	25,850
	<hr/>	<hr/>
	63,668	56,511
	<hr/> <hr/>	<hr/> <hr/>

Grant income totalling £39,844 (2014 - £25,850) was deferred during the year in respect of project management and support costs. The balance of deferred income carried forward at 31st March 2015 was £39,844 (2014 - £25,850). Included within deferred income is an amount of £3,606 relating to the Awards for All Fund funded by the Big Lottery Fund. The deferred income balance carried forward represents an amount received during the year of £9,988 less expenditure incurred of £6,382.

**MANSFIELD COMMUNITY AND VOLUNTARY SERVICE (CVS)
(REGISTERED NUMBER: 04715323) (a company limited by guarantee)**

**Notes to the Financial Statements - Continued
For the year ended 31st March 2015**

15. OPERATING LEASE COMMITMENTS

The following operating lease payments are committed to be paid within one year.

	2015 £	2014 £
Expiring:		
Within one year	-	-
Between one and five years	10,885	7,065
In more than five years	1,762	3,821
	-	11,647

16. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	General Funds £	Designated Funds £	Restricted Funds £	Total Funds £
Tangible fixed assets	-	5,317	460,916	466,233
Current assets	25,335	-	45,599	70,934
Creditors: Amounts falling due within one year	(18,069)	-	(45,599)	(63,668)
	7,266	5,317	460,916	473,499

17. STATEMENT OF FUNDS

	At 01.04.2014 £	Incoming Resources £	Resources Expended £	Transfers £	At 31.03.2015 £
Unrestricted Funds:					
General	18,292	143,171	171,097	16,900	7,266
Capital	707	-	1,772	6,382	5,317
Building Maintenance	10,000	-	-	(10,000)	-
	28,999	143,171	172,869	13,282	12,583
Restricted Funds:					
<u>Revenue projects</u>					
Health	-	108,279	104,023	(4,256)	-
Group Support	-	88,043	84,278	(3,765)	-
Community Outreach	-	-	1,121	1,121	-
<u>Capital projects</u>					
Building	460,916	-	-	-	460,916
Improving Technology	-	6,382	-	(6,382)	-
	460,916	202,704	189,422	(13,282)	460,916
Total Restricted Funds	460,916	202,704	189,422	(13,282)	460,916
Total Funds	489,915	345,875	362,291	-	473,499

18. PURPOSE OF FUNDS

Restricted funds

Grants received for capital expenditure are included as Capital Projects Funds. If the subsequent capital expenditure discharges the restriction then a transfer is made into the unrestricted capital fund. All other restricted grants, which are received for shorter term projects, are classified as revenue projects and included as Revenue Projects Funds.

Unrestricted funds

Other funds received which are unrestricted are classified as general funds for the general use of the charity. Where these funds have been used to purchase fixed assets a transfer is made into the unrestricted capital fund. This fund is reduced each year by the depreciation charge associated with the assets purchased.

19. CONTINGENT LIABILITIES

The charity had no contingent liabilities at 31st March 2015 (2014 - none).

20. TRANSACTIONS WITH RELATED PARTIES

During the year accommodation costs totalling £6,252 (2014 - £6,770) and room hire costs totalling £4,948 (2014 - £4,485) were charged by the charity to Scintilla Consulting. Also, during the year employment costs totalling £101,821 (2014 - £96,949) were charged by the charity to Scintilla Consulting relating to individuals who were employed by the charity but seconded to Scintilla Consulting. Included with the charity's financial statements is an amount of £4,871 (2014 - £14,600) payable under gift aid to the charity by Scintilla Consulting. At 31st March 2015 an amount of £46,498 (2014 - £64,706) was owed to the charity by Scintilla Consulting. The charity has control over Scintilla Consulting by virtue of it being the company's sole member. Also, during the year W D Garnett, I W Robinson, J M Stocks and S N Blankesby were also directors of Scintilla Consulting.

During the year consultancy fees totalling £18,000 (2014 - £3,000) were charged to the charity by Ian Marshall Consulting relating to work done by Ian Marshall as the charity's Operations Manager.

During the previous year consultancy fees totalling £7,200 were charged to the charity by Red Gem Consulting Ltd, a company in which W D Garnett is a director and shareholder. These fees related to interim management responsibilities undertaken by W D Garnett prior to the appointment of Ian Marshall as the charity's Operations Manager. This work was undertaken at the request of the board of trustees and in line with Charity Commission guidelines. At 31st March 2014 an amount of £7,200 was owed by the charity to Red Gem Consulting Ltd and was included within other creditors.

All of the above transactions were at market values and on normal commercial terms.

21. APB ETHICAL STANDARD – PROVISIONS AVAILABLE FOR SMALL ENTITIES

In common with many other businesses of our size and nature we use our auditors to assist with the preparation of the financial statements.