

REGISTERED COMPANY NUMBER: SC381152 (Scotland)
REGISTERED CHARITY NUMBER: SC016309

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 March 2023
for
The Berwickshire Association
for Voluntary Service

Gall Robertson CA
Tweedside Park
Tweedbank
Galashiels
Selkirkshire
TD1 3TE

**The Berwickshire Association
for Voluntary Service**

**Contents of the Financial Statements
for the Year Ended 31 March 2023**

| | Page |
|--|-------------|
| Report of the Trustees | 1 to 6 |
| Independent Examiner's Report | 7 |
| Statement of Financial Activities | 8 |
| Balance Sheet | 9 to 10 |
| Notes to the Financial Statements | 11 to 22 |

**The Berwickshire Association
for Voluntary Service**

**Report of the Trustees
for the Year Ended 31 March 2023**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2023. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

Berwickshire Association for Voluntary Service (BAVS) is an independent voluntary organisation, engaging and nurturing communities to be part of a society where we can all make a difference to the causes we believe in. Our mission is to help voluntary organisations and volunteers to make the biggest difference they can.

The principal aim of the charity is to advance community development by promoting the voluntary sector and the effectiveness and efficiency of community organisations charities by:

- > Supporting voluntary sector voices enabling them to be heard
- > Building capacity in the 3rd sector in the Borders
- > Identifying and promoting projects based on community need
- > Fostering a collaborative culture
- > Maximising resources by working in partnership

Significant activities

In order to carry out our mission and meet our ambitious aims, we have adopted the following values to help shape out culture and guide our actions:

We will:

- > Use evidence - we base what we say and do on the best research and our members' experiences
- > Be creative - we explore new ideas and approaches, looking to identify what will add real value
- > Be collaborative - we work with our members and partners to achieve the optimal outcomes
- > Work with integrity - we are open and honest and do what we believe is best for our members, volunteers and the voluntary sector
- > Be inclusive - we value diversity and work to make sure that opportunities are open to all

The Common thread in all our activities is that we are there to enable people to help themselves both directly by, giving advisory, development and funding support and indirectly by building capacity and providing a voice for the voluntary sector.

Our main focus is on enabling voluntary organisations to respond to identified needs within our essentially rural environment. We provide a direct service to the people of Berwickshire through the operation of Wheels which provides transport for those without easy access to affordable safe transport when they need it.

Public benefit

The Trustees have complied with their duty to have due regard to the guidance on public benefit published by the Office of the Scottish Charity Regulator in exercising their powers or duties.

**The Berwickshire Association
for Voluntary Service**

**Report of the Trustees
for the Year Ended 31 March 2023**

ACHIEVEMENT AND PERFORMANCE

Charitable activities

This year we have continued to recover from the impact of Covid 19 and have helped to alleviate the cost and stress of high energy prices and high inflation which had a big impact in Berwickshire. About Berwickshire started a "Winter Woollies" project to distribute warm clothing. Bavs also started a Warm and Well project handing out grants to businesses and clubs that could offer up a warm space for people to meet, socialise, and stay warm. This was a most successful initiative.

Bavs about Berwickshire Project:

The about Berwickshire came to an end of its two-year funding on 30th April. Having carried out consultations and larger events in year one, the second year has been very successful. They have hosted 45 events, engaged 95 volunteers, and had an estimated 533 beneficiaries. This has reduced isolation, improved mental and physical health and wellbeing. This has developed community connections and expanded services. The social return on investment evaluation has shown About Berwickshire has created a considerable social value of £6.84 for every pound spent.

Digital Inclusion:

The Digital work that we carried out continues to develop rapidly. We have delivered personalised Digital Workshops and as a follow on from these we have also set up 2 digital drop-in centres which continue to run with the support of Digital Champions. We have also started to develop an opportunity for young people to Volunteer as Digital Champions. We will attend careers events at the high schools to recruit volunteers. This will be accredited by Saltire awards.

Shops:

To increase income, the shops have begun to look at additional revenue streams. They have started to use online selling platforms and trading apps. Using these methods has shown the Duns shop has added £2000 to its annual income. This idea has now been adopted in Eyemouth and Coldstream. The added benefit from this are the shops can handle more donations and have a better selection of clothes and books.

The shops have supported various initiatives and organisations this year. Eyemouth continued to accept splash cards, provided clothing and household goods to those most in need. BAVS was able to assist several Ukrainian families with much needed clothing. Eyemouth and Duns handed out free school uniforms, over 300 items were handed out in Duns alone.

The shops continue to be placing donations in local community groups, providing equipment to the local cadets, loose play parts for nurseries and children's books to school. Donated sports equipment and have been given to Berwickshire High School. In addition, any excess children's clothes have been given to Berwickshire Swap.

The shops have taken part in various events in the local community. Duns partnered with Borders Pet Rescue charity shop to host a very successful Christmas shopping event. Managers have participated at Job Fairs, in schools and an annual coffee morning in Coldstream.

The shops have supported employability programmes, provided working placements for students from Borders College, Berwickshire High School and those taking part in Duke of Edinburgh Award scheme. Volunteers continue to be our most valued asset, generously giving BAVS over 9000 hours of their precious time. They have helped to process more than 56 tonnes of donations, that could otherwise have gone to landfill, generating over £114k in donations.

Berwickshire Wheels.

Bookings started to return to pre- Covid numbers. BAVS continued to provide door to door transport throughout Berwickshire. Group bookings were up to 274. Overall, 4424 people including 49 wheelchair users benefitting from our service. A total of 44655 miles were covered with 2688 of volunteering time dedicated to our passengers.

Our new electric vehicles covered 9623 miles and saved 2055kgs of Co2.

Third Sector Interface/ Borders Community Action Group.

Bavs has continued to be involved with the formation of the new TSI. Two of Bavs Board members were seconded to the Shadow Board when it was formed. They have now resigned from the Bavs Board to become full time members of the Borders Community Action Board. The TSI is now known as The Borders Community Action Group. The CEO for Bavs, Juliana Amaral resigned at the end of the financial year and is now CEO of the BCAG. We look forward to working with them for the greater good of Berwickshire. The BCAG was formed on 1st of April.

**The Berwickshire Association
for Voluntary Service**

**Report of the Trustees
for the Year Ended 31 March 2023**

FINANCIAL REVIEW

Financial position

Financial position

Charitable funds have decreased in the 22/23 year to £308,224 (from £315,144 on 31/03/22). The decrease was in restricted funds and was due to a completion of projects during the year and a reduced uptake of new projects as we approached handing over TSI responsibilities.

The current charitable funds include £144,963 restricted (31/3/22 £178,632) and £ 163,261 unrestricted (31/3/22 £136,512) comprising both cash and fixed assets. The unrestricted fund includes the Adapt and Thrive Fund which has been designated for service adaptation and improvement following the TSI restructuring. The increase in unrestricted funds is attributable to improved shop profitability, and better control of Core and Community Transport costs.

The unrestricted reserves at 31/3/23 were £113,915 (31/3/22, £82,674) including £32,172 in the unrestricted Adapt and Thrive Fund which has been designated for service adaptation and improvement following the TSI restructuring. The available reserves of £76,753 constitutes approximately 4.6 months of core overheads for the organisation, in line with our target reserve level of 3 - 6 months.

Our closing net cash balance stands at £380,842, as compared to £276,444 in March 2022. This cash figure includes the balance of a £50,000 government backed loan and £125,165 held for restricted purposes. The net cash also includes custodian funds of £99,289 as detailed on Page 6.

Bavs is in the process of reviewing the 2021 financial policy considering staff changes and updated working practices following the TSI restructure.

The financial position is monitored on a regular and timely basis through monthly reporting to the board.

Borrowing

Bavs took advantage of the government backed Business Bounce Back loan scheme to borrow £50,000 from RBS in August 2020 in case of unexpected cash shortfalls. Interest (2.5%) and capital repayments commenced in August 2021. Although there are no cash shortfalls forecast, the directors decided not to repay the loan early, as we prepare to invest in retail premises improvements.

Reserves policy

The trustees are committed to using Bavs' financial resources for the benefit of our Berwickshire communities. Our policy is to hold 3 - 6 months of overheads in available unrestricted reserves. The overheads requirement is calculated from the budgeted annual unrestricted costs (without restricted costs which are covered by specific grant funding).

At the year end, available reserves were £76,753 (2022 - £44,639) and these exclude unrestricted fixed assets of £49,346 (2022 - £53,838). The average monthly unrestricted overhead budget for 22-23 is £16,963, so the available reserves represent 4.6 months of overheads.

Going concern

The trustees have reviewed the circumstances of the charity and consider that adequate resources continue to be available to fund the activities of the charity for the foreseeable future. The trustees are of the view that the charity is a going concern and the accounts have been prepared on that basis.

We would like to acknowledge the work and financial support of the organisations which have provided grants to Bavs during the year:

Bank Of Scotland Reach, The National Lottery Awards for All, Financial Inclusion Fund 2, Scottish Borders Council Community Fund, Blackhill Community Fund, Community Based Adult Learner Recovery Fund (CBAL), Robertsons Trust - Community Vehicle Grant, COMOUK, Scottish Borders Council Queen's Platinum Jubilee, Data Lab - Employer Fund, Scotland Loves Local - Ebikes, and SSE Renewables.

**The Berwickshire Association
for Voluntary Service**

**Report of the Trustees
for the Year Ended 31 March 2023**

FUTURE PLANS

- Community Development; While Bavs no longer provides the TSI functions of supporting third sector organisations, we intend to increase our capacity to incubate and deliver grassroots community projects, We are working on the strategic framework and business plan currently for review by members. We continue to maintain a conservative approach to staffing and overheads while we gain a clearer picture of the funding landscapes for future projects.

- Community Transport: We are working with partners across the Borders to shape a more collaborative approach to community transport across the region.

- Shops: with improved technology and staff training, the shops are operating more effectively. Our next step is to implement a Gift Aid for donated goods system to increase the funds available to the charity from the support of our donors.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Charity constitution

It was registered under the Companies Act 2006 on 29th June 2010 and its governing constitution is its Articles of Association. In 2010 the charity assumed the assets and undertaking of the Berwickshire Association for Voluntary Service, an unincorporated association which had been a charity since 1 June 1972.

Recruitment and appointment of new trustees

Trustees are either elected by the members or co-opted by the Board subject to confirmation at the next AGM. On appointment trustees are currently inducted into the charity's policies and procedures by the Chairman and the Executive Officer. It has been decided to formalise the induction process as part of an on-going review of governance best practice.

Organisational structure

The management of the charity is the responsibility of its Board of Trustees who are elected and co-opted according to the terms of the Articles of Association.

The Board oversees the charity's activities and is responsible for the charity's strategy, policy and governance. The Board meets each calendar month. The Executive Officer has operational responsibility for the charity as a whole and reports to the Board.

The Board appoints sub-committees as required to advise on specific areas of management. These sub-committees report to the Main Board. There are currently two:

Finance and Fundraising has responsibility for financial reporting to the Board. The remit for this sub-committee is to be expanded to include responsibility for identifying new income sources and ensuring that we comply with fund givers' requirements.

Charity Shops sub-committee was set up to consider ways in which the management of the shops, the shop managers and the volunteers could be optimised and the value added to the community maximised.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

SC381152 (Scotland)

Registered Charity number

SC016309

Registered office

55 Newtown Street
Duns
BERWICKSHIRE
TD11 3AU

**The Berwickshire Association
for Voluntary Service**

**Report of the Trustees
for the Year Ended 31 March 2023**

Trustees

B Sweenie Director
G W Megahy Retired
Mrs M Romanes Company Director
R Landon Director
M Wilson Retired
L Wood Development manager (resigned 30.5.23)
M P M Tennant HR Professional
D Nimmo Retired
N Woodhead Retired
C Easton Retired (resigned 7.3.23)
R C Hamilton Student

Independent Examiner

Pamela Baillie
Gall Robertson CA
Tweedside Park
Tweedbank
Galashiels
Selkirkshire
TD1 3TE

Adviser

Councillor John Greenwell SBC

**The Berwickshire Association
for Voluntary Service**

**Report of the Trustees
for the Year Ended 31 March 2023**

FUNDS HELD AS CUSTODIAN FOR OTHERS

The Charity is acting as a custodian trustee for a project that is not constituted a group. The assets which are included within Cash at bank in the accounts are held by the charity, in safe custody, within its bank accounts.

The name and objectives of the project are as follows:

Hygge Club

The Hygge club is supported by BAVS to develop their governance and become constituted as well as with the management of funds.

Creditor balance due at year end: £296 (2022 - £116).

FIF1+2 (formerly FIF Good Food Partnership)

This group worked with Scottish Borders Council to obtain this fund in order to support local charities operating in Eyemouth around food crisis response. They worked with the community and NHS Healthy Living Network to identify priorities, the funds were allocated as per Eyemouth Good Food Partnership agreement. Money has been dispersed to Splash for the development of the larder, Links Eyemouth and the Food Bank. The balance of £2,779.45 was transferred to unrestricted funds at the year end as the management charge for fund administration.

Creditor balance due at year end: £0 (2022 - £4,605).

FIF3

Creditor balance due at year end: £7,832 (2022 - NIL).

Supporting Communities Lottery Grant

A total of £64,000 was obtained and re-distributed to local charities operating in Berwickshire during the COVID19 pandemic. This enabled local charities to respond to the crisis offering support to Berwickshire residents. The supported ranged from food provision to children and families support, mental health and wellbeing, risk assessment, support to charity leaders and organisations working to alleviate loneliness and isolation with the provision of digital devices/activities to those most at risk in our communities. A film was produced which highlighted all the good work that happened during the COVID19 pandemic across our Berwickshire communities, documenting a legacy of community activism and resilience. The fund was fully utilised and closed at the year end.

Creditor balance due at year end: £0 (2022 - £5,485).

BFVH

Support to the Berwickshire Federation of Village Halls has been provided with admin, grant support, information and risk-assessments for hall use during the pandemic. BAVS supported all Village Halls to apply for Small Grant Business closure and distributed small grants to ensure Village Halls could cover their ongoing bills during the pandemic since all halls were forced to close. This helped Berwickshire Village Halls to offset the losses incurred as a result of the impact COVID19.

Creditor balance due at year end: £1,646 (2022 - £823).

Blackhill Windfarm Community Fund

Custodian for Berwickshire Alliance

Creditor balance due at year end: £3,514.98 (2022 - NIL)

Third Sector

Custodian balance for TSI

Creditor balance due at year end £86,000.00 (2022 - NIL)

Approved by order of the board of trustees on and signed on its behalf by:

.....
M Wilson - Trustee

**Independent Examiner's Report to the Trustees of
The Berwickshire Association
for Voluntary Service**

I report on the accounts for the year ended 31 March 2023 set out on pages eight to twenty two.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). The charity's trustees consider that the audit requirement of Regulation 10(1)(a) to (c) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under Section 44(1)(c) of the Act and to state whether particular matters have come to my attention.

Basis of the independent examiner's report

My examination was carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with my examination, no matter has come to my attention :

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
- to keep accounting records in accordance with Section 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations; and
 - to prepare accounts which accord with the accounting records and to comply with Regulation 8 of the 2006 Accounts Regulations

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Pamela Baillie
The Institute of Chartered Accountants of Scotland

Gall Robertson CA
Tweedside Park
Tweedbank
Galashiels
Selkirkshire
TD1 3TE

Date:

**The Berwickshire Association
for Voluntary Service**

**Statement of Financial Activities
(Incorporating an Income and Expenditure Account)
for the Year Ended 31 March 2023**

| | Notes | Unrestricted funds £ | Restricted funds £ | 31.3.23 Total funds £ | 31.3.22 Total funds £ |
|-------------------------------------|-------|----------------------------|---------------------------|--------------------------------|--------------------------------|
| INCOME AND ENDOWMENTS FROM | | | | | |
| Donations and legacies | | 2,993 | 2 | 2,995 | 9,044 |
| Charitable activities | | | | | |
| Charitable activities | | 22,122 | 172,899 | 195,021 | 259,513 |
| Other trading activities | 2 | 193,259 | - | 193,259 | 183,479 |
| Other income | 3 | - | - | - | 13,583 |
| Total | | <u>218,374</u> | <u>172,901</u> | <u>391,275</u> | <u>465,619</u> |
| EXPENDITURE ON | | | | | |
| Raising funds | | | | | |
| Other trading activities | | 98,334 | 10,265 | 108,599 | 93,660 |
| | | <u>98,334</u> | <u>10,265</u> | <u>108,599</u> | <u>93,660</u> |
| Charitable activities | | | | | |
| Other | | - | - | - | 1,461 |
| Charitable activities | | 47,586 | 242,010 | 289,596 | 296,409 |
| Total | | <u>145,920</u> | <u>252,275</u> | <u>398,195</u> | <u>391,530</u> |
| NET INCOME/(EXPENDITURE) | | | | | |
| Transfers between funds | 15 | 72,454 <u>(45,705)</u> | (79,374) <u>45,705</u> | (6,920) <u>-</u> | 74,089 <u>-</u> |
| Net movement in funds | | 26,749 | (33,669) | (6,920) | 74,089 |
| RECONCILIATION OF FUNDS | | | | | |
| Total funds brought forward | | 136,512 | 178,632 | 315,144 | 241,055 |
| TOTAL FUNDS CARRIED FORWARD | | <u><u>163,261</u></u> | <u><u>144,963</u></u> | <u><u>308,224</u></u> | <u><u>315,144</u></u> |

The notes form part of these financial statements

**The Berwickshire Association
for Voluntary Service**

**Balance Sheet
31 March 2023**

| | Notes | Unrestricted funds £ | Restricted funds £ | 31.3.23 Total funds £ | 31.3.22 Total funds £ |
|--|-------|----------------------------|--------------------------|--------------------------------|--------------------------------|
| FIXED ASSETS | | | | | |
| Tangible assets | 8 | 49,346 | 34,530 | 83,876 | 98,810 |
| CURRENT ASSETS | | | | | |
| Debtors | 9 | 15,317 | 7,201 | 22,518 | 30,616 |
| Cash at bank and in hand | 10 | 255,677 | 125,165 | 380,842 | 276,444 |
| | | <u>270,994</u> | <u>132,366</u> | <u>403,360</u> | <u>307,060</u> |
| CREDITORS | | | | | |
| Amounts falling due within one year | 11 | (133,054) | (21,933) | (154,987) | (57,031) |
| NET CURRENT ASSETS | | | | | |
| | | <u>137,940</u> | <u>110,433</u> | <u>248,373</u> | <u>250,029</u> |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | | | | |
| | | 187,286 | 144,963 | 332,249 | 348,839 |
| CREDITORS | | | | | |
| Amounts falling due after more than one year | 12 | (24,025) | - | (24,025) | (33,695) |
| NET ASSETS | | | | | |
| | | <u>163,261</u> | <u>144,963</u> | <u>308,224</u> | <u>315,144</u> |
| FUNDS | | | | | |
| Unrestricted funds | 15 | | | 163,261 | 136,512 |
| Restricted funds | | | | 144,963 | 178,632 |
| TOTAL FUNDS | | | | | |
| | | | | <u>308,224</u> | <u>315,144</u> |

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

**The Berwickshire Association
for Voluntary Service**

**Balance Sheet - continued
31 March 2023**

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on and were signed on its behalf by:

.....
M Wilson - Trustee

.....
R Landon - Trustee

**The Berwickshire Association
for Voluntary Service**

**Notes to the Financial Statements
for the Year Ended 31 March 2023**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Going Concern

The directors have assessed a period of 12 months from the date of approval of the financial statements and consider that no material uncertainties exist that cast significant doubt about the ability of the company to continue as a going concern. Thus the directors adopt the going concern basis of accounting in preparing the financial statements.

Income

Income is recognised when the charity is legally entitled to the funds, any performance conditions have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether capital grants, or revenue grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the charity that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Income received in advance of provision of community transport or other specified service is deferred until the criteria for income recognition are met.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

In accordance with Charities SORP (FRS102), the general volunteer time of volunteers is not recognised.

Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Expenditure on raising funds are those incurred in seeking voluntary contributions, grants, the generation of funds through fundraising events, the costs of operating the charity shops for the sale of donated goods and their associated support costs.

- Expenditure on charitable activities comprise the costs incurred by the Charity in working to meet its charitable objectives and their associated support costs. Included in expenditure on charitable activities are governance costs which are those costs incurred in providing the governance infrastructure which allows the Charity to operate and comply with constitutional and statutory requirements.

Irrecoverable VAT is charged against the activity for which the expenditure was incurred.

**The Berwickshire Association
for Voluntary Service**

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2023**

1. ACCOUNTING POLICIES - continued

Expenditure

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Tangible fixed assets

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

| | |
|-------------------|----------------|
| Freehold property | - not provided |
| Motor vehicles | - 25% on cost |
| Office equipment | - 25% on cost |

Tangible assets are initially recorded at cost, and are subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses. If there is an indication that there has been a significant change in depreciation rate, useful life or residual value of tangible assets, the depreciation is revised prospectively to reflect the new estimates.

An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other comprehensive income and accumulated in capital and reserves, except to the extent it reverses a revaluation decrease of the same asset previously recognised in profit or loss. A decrease in the carrying amount of an asset as result of revaluation is recognised in other comprehensive income to the extent of any previously recognised revaluation increase accumulated in capital and reserves in respect of that asset. Where a revaluation decrease exceeds the accumulated revaluation gains accumulated in capital and reserves in respect of that asset, the excess shall be recognised in profit or loss.

Impairment

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

When it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that are largely independent of the cash inflows from other assets or groups of assets.

Taxation

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

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Designated funds are unrestricted funds which the Trustees have set aside for specific purposes necessary for the future operation of the Charity. The Trustees have the power to reallocate such funds within unrestricted funds as they see fit or until fully expended.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

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

Donated goods

Donated goods are valued at nil cost with the income from these goods being recognised at the point of sale.

**The Berwickshire Association
for Voluntary Service**

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2023**

1. ACCOUNTING POLICIES - continued

Provisions

Provisions are recognised when the entity has an obligation at the reporting date as a result of a past event; it is probable that the entity will be required to transfer economic benefits in settlement and the amount of the obligation can be estimated reliably. Provisions are recognised as a liability in the statement of financial position and the amount of the provision as an expense.

Provisions are initially measured at the best estimate of the amount required to settle the obligation at the reporting date and subsequently reviewed at each reporting date and adjusted to reflect the current best estimate of the amount that would be required to settle the obligation. Any adjustments to the amounts previously recognised are recognised in profit or loss unless the provision was originally recognised as part of the cost of an asset. When a provision is measured at the present value of the amount expected to be required to settle the obligation, the unwinding of the discount is recognised in finance costs in profit or loss in the period it arises.

2. OTHER TRADING ACTIVITIES

| | 31.3.23 | 31.3.22 |
|-----------------------------|----------------|----------------|
| | £ | £ |
| Sale of donated goods | 178,115 | 126,871 |
| Other misc income | 8,265 | - |
| Government grants - trading | 6,879 | 56,608 |
| | <u>193,259</u> | <u>183,479</u> |

3. OTHER INCOME

| | 31.3.23 | 31.3.22 |
|---------------------------------------|----------|---------------|
| | £ | £ |
| Gain on sale of tangible fixed assets | - | 13,583 |
| | <u>-</u> | <u>13,583</u> |

4. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

| | 31.3.23 | 31.3.22 |
|-------------------------------------|---------------|---------------|
| | £ | £ |
| Depreciation - owned assets | 22,194 | 23,490 |
| Surplus on disposal of fixed assets | - | (13,583) |
| Independent examination fees | 3,850 | 2,750 |
| Other accountancy services | 10,671 | 10,260 |
| | <u>10,671</u> | <u>10,260</u> |

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2023 nor for the year ended 31 March 2022.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2023 nor for the year ended 31 March 2022.

**The Berwickshire Association
for Voluntary Service**

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2023**

6. STAFF COSTS

| | 31.3.23 | 31.3.22 |
|-----------------------|----------------|----------------|
| | £ | £ |
| Wages and salaries | 189,054 | 223,000 |
| Social security costs | 10,339 | 11,407 |
| Other pension costs | 4,009 | 4,119 |
| | <u>203,402</u> | <u>238,526</u> |

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

| | 31.3.23 | 31.3.22 |
|-------------|-----------|-----------|
| Total staff | <u>11</u> | <u>12</u> |

No employees received emoluments in excess of £60,000.

The Key Management Personnel of the charity were paid £43,950 during the year (2022 £41,899)).

7. INDEPENDENT EXAMINATION

The amount payable to Gall Robertson CA for the year for independent examination of the accounts is £3,850 (2022 - £2,750)

The amount payable to Gall Robertson CA for the year for other financial services (bookkeeping and payroll) is £10,671 (2022 - £13,443).

8. TANGIBLE FIXED ASSETS

| | Freehold property £ | Motor vehicles £ | Office equipment £ | Totals £ |
|-----------------------|---------------------------|------------------------|--------------------------|----------------|
| COST | | | | |
| At 1 April 2022 | 40,857 | 185,542 | 25,778 | 252,177 |
| Additions | - | 6,147 | 1,113 | 7,260 |
| | <u>40,857</u> | <u>191,689</u> | <u>26,891</u> | <u>259,437</u> |
| At 31 March 2023 | 40,857 | 191,689 | 26,891 | 259,437 |
| DEPRECIATION | | | | |
| At 1 April 2022 | - | 138,912 | 14,455 | 153,367 |
| Charge for year | - | 17,462 | 4,732 | 22,194 |
| | <u>-</u> | <u>156,374</u> | <u>19,187</u> | <u>175,561</u> |
| At 31 March 2023 | - | 156,374 | 19,187 | 175,561 |
| NET BOOK VALUE | | | | |
| At 31 March 2023 | <u>40,857</u> | <u>35,315</u> | <u>7,704</u> | <u>83,876</u> |
| At 31 March 2022 | <u>40,857</u> | <u>46,630</u> | <u>11,323</u> | <u>98,810</u> |

**The Berwickshire Association
for Voluntary Service**

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2023**

9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | | |
|----------------|---------------|---------------|
| | 31.3.23 | 31.3.22 |
| | £ | £ |
| Trade debtors | 6,626 | 18,184 |
| VAT | 4,348 | 1,731 |
| Accrued income | 4,742 | 2,665 |
| Prepayments | 6,802 | 8,036 |
| | <u>22,518</u> | <u>30,616</u> |

10. CASH IN HAND

| | General fund £ | Designated fund £ | Adapt & Thrive £ | Berwickshire Wheels - Operations £ |
|-----------------|----------------------|-------------------------|------------------------|---|
| Cash in hand | 2,442 | - | - | - |
| Current account | 216,534 | 4,529 | 32,172 | 14,175 |
| Total | <u>218,976</u> | <u>4,529</u> | <u>32,172</u> | <u>14,175</u> |

| | Berwickshire Wheels - Capital £ | Foundation Scotland RRR £ | Digital Inclusion £ | About Berwickshire £ |
|-----------------|--|------------------------------------|---------------------------|----------------------------|
| Current account | 46,487 | 955 | 36 | 21,714 |
| Total | <u>46,487</u> | <u>955</u> | <u>36</u> | <u>21,714</u> |

| | Community Adult Learning £ | Berwickshire Community Fund - E Bikes £ | SBC - Queen's Platinum Jubilee Fund £ | Warm Spaces £ |
|-----------------|-------------------------------------|---|--|------------------|
| Current account | 1,727 | 2,623 | 191 | 28,711 |
| Total | <u>1,727</u> | <u>2,623</u> | <u>191</u> | <u>28,711</u> |

| | Learning Exchange £ | SH-RES-YPG-01 Duns £ | G-RES-Kickstart £ | 31.3.23 Total funds £ | 31.3.22 Total funds £ |
|-----------------|---------------------------|----------------------------|----------------------|--------------------------------|--------------------------------|
| Cash in hand | - | - | - | 2,442 | 1,738 |
| Current account | 552 | 2,664 | 5,330 | 378,400 | 274,706 |
| Total | <u>552</u> | <u>2,664</u> | <u>5,330</u> | <u>380,842</u> | <u>276,444</u> |

**The Berwickshire Association
for Voluntary Service**

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2023**

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 31.3.23 | 31.3.22 |
|---|----------------|---------------|
| | £ | £ |
| Bank loans and overdrafts (see note 13) | 20,265 | 10,900 |
| Trade creditors | 14,594 | 13,917 |
| Social security and other taxes | 4,759 | 4,224 |
| Custodian trustee creditors | 99,289 | 11,030 |
| Accrued expenses | 16,080 | 16,960 |
| | <u>154,987</u> | <u>57,031</u> |

12. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

| | 31.3.23 | 31.3.22 |
|--------------------------|---------------|---------------|
| | £ | £ |
| Bank loans (see note 13) | 24,025 | 33,695 |
| | <u>24,025</u> | <u>33,695</u> |

13. LOANS

An analysis of the maturity of loans is given below:

| | 31.3.23 | 31.3.22 |
|---|---------------|---------------|
| | £ | £ |
| Amounts falling due within one year on demand: | | |
| Bank overdrafts | 10,265 | - |
| Bank loans | 10,000 | 10,900 |
| | <u>20,265</u> | <u>10,900</u> |
| Amounts falling between one and two years: | | |
| Bank loans - 1-2 years | 10,000 | 10,000 |
| | <u>10,000</u> | <u>10,000</u> |
| Amounts falling due between two and five years: | | |
| Bank loans - 2-5 years | 14,025 | 23,695 |
| | <u>14,025</u> | <u>23,695</u> |

14. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

| | 31.3.23 | 31.3.22 |
|----------------------------|--------------|---------------|
| | £ | £ |
| Within one year | 2,500 | 6,696 |
| Between one and five years | - | 6,348 |
| | <u>2,500</u> | <u>13,044</u> |

**The Berwickshire Association
for Voluntary Service**

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2023**

15. MOVEMENT IN FUNDS

| | At 1.4.22 £ | Net movement in funds £ | Transfers between funds £ | At 31.3.23 £ |
|---------------------------------------|-----------------------|----------------------------------|------------------------------------|-----------------------|
| Unrestricted funds | | | | |
| General fund | 98,477 | 73,327 | (45,705) | 126,099 |
| Designated fund | 4,529 | - | - | 4,529 |
| Adapt & Thrive | 33,506 | (873) | - | 32,633 |
| | <u>136,512</u> | <u>72,454</u> | <u>(45,705)</u> | <u>163,261</u> |
| Restricted funds | | | | |
| Third Sector Interface | - | (45,705) | 45,705 | - |
| Berwickshire Wheels - Operations | 43,516 | (27,102) | - | 16,414 |
| Berwickshire Wheels - Capital | 81,618 | (13,134) | - | 68,484 |
| Foundation Scotland RRR | 3,053 | (1,285) | - | 1,768 |
| Digital Inclusion | 12,280 | (8,186) | - | 4,094 |
| About Berwickshire | 22,862 | (7,082) | - | 15,780 |
| Community Adult Learning | 1,800 | (73) | - | 1,727 |
| Berwickshire Community Fund - E Bikes | 11,003 | (1,382) | - | 9,621 |
| SBC - Queen's Platinum Jubilee Fund | 2,500 | (2,309) | - | 191 |
| Warm Spaces | - | 28,711 | - | 28,711 |
| Learning Exchange | - | 444 | - | 444 |
| SME Loan/grant | - | (10,265) | - | (10,265) |
| SH-RES-YPG-01 Duns | - | 2,664 | - | 2,664 |
| G-RES-Kickstart | - | 5,330 | - | 5,330 |
| | <u>178,632</u> | <u>(79,374)</u> | <u>45,705</u> | <u>144,963</u> |
| TOTAL FUNDS | <u><u>315,144</u></u> | <u><u>(6,920)</u></u> | <u><u>-</u></u> | <u><u>308,224</u></u> |

**The Berwickshire Association
for Voluntary Service**

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2023**

15. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

| | Incoming resources £ | Resources expended £ | Movement in funds £ |
|---------------------------------------|----------------------------|----------------------------|---------------------------|
| Unrestricted funds | | | |
| General fund | 218,373 | (145,046) | 73,327 |
| Adapt & Thrive | 1 | (874) | (873) |
| | <u>218,374</u> | <u>(145,920)</u> | <u>72,454</u> |
| Restricted funds | | | |
| Third Sector Interface | 49,300 | (95,005) | (45,705) |
| Berwickshire Wheels - Operations | 44,819 | (71,921) | (27,102) |
| Berwickshire Wheels - Capital | - | (13,134) | (13,134) |
| Foundation Scotland RRR | - | (1,285) | (1,285) |
| Digital Inclusion | (5,000) | (3,186) | (8,186) |
| About Berwickshire | 30,373 | (37,455) | (7,082) |
| Community Adult Learning | - | (73) | (73) |
| Berwickshire Community Fund - E Bikes | 525 | (1,907) | (1,382) |
| SBC - Queen's Platinum Jubilee Fund | - | (2,309) | (2,309) |
| Warm Spaces | 44,221 | (15,510) | 28,711 |
| Learning Exchange | 669 | (225) | 444 |
| SME Loan/grant | - | (10,265) | (10,265) |
| SH-RES-YPG-01 Duns | 2,664 | - | 2,664 |
| G-RES-Kickstart | 5,330 | - | 5,330 |
| | <u>172,901</u> | <u>(252,275)</u> | <u>(79,374)</u> |
| TOTAL FUNDS | <u><u>391,275</u></u> | <u><u>(398,195)</u></u> | <u><u>(6,920)</u></u> |

**The Berwickshire Association
for Voluntary Service**

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2023**

15. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

| | At 1.4.21 £ | Net movement in funds £ | Transfers between funds £ | At 31.3.22 £ |
|---------------------------------------|-----------------------|----------------------------------|------------------------------------|-----------------------|
| Unrestricted funds | | | | |
| General fund | 72,795 | 65,222 | (39,540) | 98,477 |
| Designated fund | (1,381) | 5,910 | - | 4,529 |
| Adapt & Thrive | 41,761 | (8,255) | - | 33,506 |
| | <u>113,175</u> | <u>62,877</u> | <u>(39,540)</u> | <u>136,512</u> |
| Restricted funds | | | | |
| Third Sector Interface | 5,387 | (50,958) | 45,571 | - |
| Berwickshire Wheels - Operations | 2,544 | (956) | 41,928 | 43,516 |
| Berwickshire Wheels - Capital | 46,131 | 35,487 | - | 81,618 |
| Flow Centre | 35,557 | (620) | (34,937) | - |
| What Wheely Matters | 11,506 | (5,475) | (6,031) | - |
| Postcode Neighbourhood Trust | 6,991 | - | (6,991) | - |
| Foundation Scotland RRR | 4,468 | (1,415) | - | 3,053 |
| Digital Inclusion | 8,296 | 3,984 | - | 12,280 |
| About Berwickshire | 7,000 | 15,862 | - | 22,862 |
| Community Adult Learning | - | 1,800 | - | 1,800 |
| Berwickshire Community Fund - E Bikes | - | 11,003 | - | 11,003 |
| SBC - Queen's Platinum Jubilee Fund | - | 2,500 | - | 2,500 |
| | <u>127,880</u> | <u>11,212</u> | <u>39,540</u> | <u>178,632</u> |
| TOTAL FUNDS | <u><u>241,055</u></u> | <u><u>74,089</u></u> | <u><u>-</u></u> | <u><u>315,144</u></u> |

**The Berwickshire Association
for Voluntary Service**

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2023**

15. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

| | Incoming resources £ | Resources expended £ | Movement in funds £ |
|---------------------------------------|----------------------------|----------------------------|---------------------------|
| Unrestricted funds | | | |
| General fund | 192,458 | (127,236) | 65,222 |
| Designated fund | 5,910 | - | 5,910 |
| Adapt & Thrive | 1 | (8,256) | (8,255) |
| | <u>198,369</u> | <u>(135,492)</u> | <u>62,877</u> |
| Restricted funds | | | |
| Third Sector Interface | 49,425 | (100,383) | (50,958) |
| Berwickshire Wheels - Operations | 71,317 | (72,273) | (956) |
| Berwickshire Wheels - Capital | 51,469 | (15,982) | 35,487 |
| Flow Centre | 23,462 | (24,082) | (620) |
| What Wheely Matters | 11,461 | (16,936) | (5,475) |
| Foundation Scotland RRR | - | (1,415) | (1,415) |
| Digital Inclusion | 9,138 | (5,154) | 3,984 |
| About Berwickshire | 31,456 | (15,594) | 15,862 |
| Community Adult Learning | 3,000 | (1,200) | 1,800 |
| Berwickshire Community Fund - E Bikes | 11,622 | (619) | 11,003 |
| Digital Skills for Work | 2,400 | (2,400) | - |
| SBC - Queen's Platinum Jubilee Fund | 2,500 | - | 2,500 |
| | <u>267,250</u> | <u>(256,038)</u> | <u>11,212</u> |
| TOTAL FUNDS | <u><u>465,619</u></u> | <u><u>(391,530)</u></u> | <u><u>74,089</u></u> |

Third Sector Interface

The Scottish Government funds the Borders Third Sector Interface, as a partner, Bavs receives 16% from this fund to cover the Charity's core activity participating in the Third Sector by building intelligence, voice, capacity and connections.

Interface Partnership in the Scottish Borders to undertake four key, local infrastructure functions:

- Support to voluntary organisations operating in the area, both local and those national organisations that deliver services at the local level.
- Support to and promotion of volunteering.
- Support and development of social enterprise.
- Connection between the Community Planning Partnership and the third sector.

At the year end the balance comprised of cash at bank £NIL.

At the year end, the charity transferred the deficit of £45,705 from this project to the unrestricted fund.

Berwickshire Wheels - Operations

Scottish Borders Council and the Scottish Executive have contributes towards the operational costs of the accessible transport service operated by the Charity under the name Berwickshire Wheels.

At the year end the balance comprised of cash at bank £14,174, prepayments of £2,459, trade creditors of £696 and £4,267 of prepaid expenses.

Berwickshire Wheels - Capital

**The Berwickshire Association
for Voluntary Service**

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2023**

15. MOVEMENT IN FUNDS - continued

Various grants and a legacy have been received for the acquisition of motor vehicles to be used in the community transport service operated by the Charity under the name Berwickshire Wheels.

The resources expended represents that proportion of the depreciation charge for the year, which the grant and/or legacy bears to the cost these vehicles.

At the year end the balance comprised of cash at bank of £46,487 and motor vehicles with a net book value of £21,997.

Foundation Scotland RRR

The fund enabled Bavs to develop working practices to operate remotely and meet increased need. The funding has facilitated the purchase of equipment; training and familiarisation for staff, volunteers and service users; and the development of systems to allow the projects to deal with greater numbers and collaborate more effectively with other service providers.

At the year end the balance comprised of cash at bank of £955.

Digital Inclusion (Digital Boost)

The fund was focused on digital improvements and match funded the design of a new Bavs website, Epos system implementation and covered the costs of equipment to staff.

At the year end the balance comprised of cash at bank of £36 and office equipment with a net book value of £4,058.

Berwickshire About

Funded by the National Lottery, the 2-year project aims to help address some of the social isolation we see in our communities, as well as building upon the community activism that has emerged during the pandemic. The aims of the project are:

- Engage with communities by going to them - taking part in community activities, adding value to established events and supporting the set-up of new community activities and groups.
- Running a series of free roadshow events and taster sessions in community venues, in partnership with other local third sector organisations across Berwickshire, building connections and community capacity.
- Providing a vehicle for national and Borders wide charities to engage with rural communities where they may not have had much connection or found it hard to engage.

At the year end the balance comprised of cash at bank of £21,714 and trade creditors of £6,526.

16. EMPLOYEE BENEFIT OBLIGATIONS

The Charity automatically enrolls employees into the NEST pensions scheme which is funded by contributions from employee and employer.

The employer's contributions made to the scheme and treated as an expense in 2022 were £4,008 (2022 - £4,469). The expense is split as in the same allocation as salary costs.

**The Berwickshire Association
for Voluntary Service**

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2023**

17. RELATED PARTY DISCLOSURES

E M Landon, wife of Trustee R Landon, was paid £19,435 during the year (2022 £7,175).
Nathan Landon, son of Trustee R Landon, was paid £200 during the year (2022-Nil)