

Actions, Achievements and Adventures



The Annual Report
of High Peak CVS
2003 – 2004

An introduction to the year by the Chair and Chief Executive

There have been many new developments for High Peak CVS during the period that this report covers, and our achievements are thanks to the very able, enthusiastic and highly motivated staff team.

This report details examples of our innovative and groundbreaking work, which we have undertaken during the year. While it cannot cover every detail of every piece of work carried out, we hope it gives a flavour of what **your** CVS does. This work would not have been possible without the support and the positive attitudes of partners and our members, especially the voluntary and community groups working within the High Peak, and so we would like to take this opportunity to thank them for engaging with us.

Internally, we have been undertaking a major refurbishment of our Whaley Bridge offices, after completing the purchase of them in April 2003. This will greatly assist us in enabling our services to be accessible to all sections of the community.



Across the voluntary and community sectors investment in core funding seems to be at a standstill with few new opportunities for mainstream funding emerging. At High Peak CVS we are approaching a critical period in our development with the

need to identify core funding to fund our work from April 2005 to enable us to build on the firm foundations we have laid. Whilst some statutory funders have already made positive contributions, there is a need to persuade others to increase their investment.

However, there may be some bright spots on the horizon for the sector - notably significant investment from central government via Futurebuilders and the Infrastructure funding programme – now called “Change Up”.

There will be many changes and challenges for the future. We hope that we are able to report in such a positive light in twelve months time.

Chris Woodcock - Chair
Kevin Skingsley - Chief Executive

High Peak CVS

High Peak CVS' role is to help new and existing voluntary and community groups working in the Borough to be more effective.

We are committed to equality for all, in recruitment, employment, volunteering opportunities and service provision.

'CVS are at the very heart of the local voluntary and community sector – leading local activity and linking up across sectors. Without CVS, organisations falter and individuals miss life-changing opportunities. Put simply, CVS make things happen'.

Mike Eastwood – chair NACVS.

About this report

This report covers the period April 2003 – March 2004, matching our financial year as we are now a charitable company limited by guarantee. As such, some of the period covered in this document was already covered in “A Year in Focus” our review of the period to September 2003.

Although the numbers are important, in this report we have tried to reflect the breadth of the work that we do and the impact that it is having. Wherever possible, we have therefore included real examples of the groups that we work with.

Our Actions, Achievements and Adventures...

1. Helping Groups Grow

One of our core activities is to work with both established and emerging voluntary and community groups. We want to enable people to realise their dreams by helping them to create new groups and by supporting the development of existing groups, through a range of services – practical, information, training, as well as face-to-face development support and advice.

In 2003-04, we assisted 20 new groups to set up and provided support to a total of 130 existing groups that work in the Borough. This represents a growth of 94% over the previous year.

A new group - Pink Peaks

To be a Lesbian or Gay man in a rural area can be a very isolating experience. Unlike the more populous cities where there is often an identifiable gay community with its own amenities, rural lesbians and gay men may not know where to go for social activities and mutual support. For this reason the Small Group Project was delighted to be able to work with the new Pink Peaks Group, whose strap-line of 'Throwing a lifeline to Gays in High Peak' has been more than proven. In only a few months the group has attracted over 60 enquiries and has had many successful meetings. The group also has its own web-site and we, at the CVS, also take messages for the group, for those who do not have internet access.

The Co-ordinator from Pink Peaks says...

'High Peak CVS' Small Group Project has helped us to develop our ideas into a reality. At every stage the CVS went out of its way to provide advice, support and guidance in setting up Pink Peaks lesbian and gay group. The group is now a great asset to the gay community in the High Peak and beyond. Without all the support and encouragement from the Small Group Project Co-ordinator, we could not have done it!!!'

Development work is extremely varied - although many groups initially approach us for what, at first, seems uncomplicated funding advice, these requests often unearth a myriad of development needs. This ranges from how to become constituted and register as a Charity to governance and committee roles, to business planning, crisis management and employment advice.

Ongoing development support - New Mills Youth Basement

High Peak CVS line-managed the project worker for the first three months of the project, back in 2002, while the management committee was formed.

This year we have worked intensively with the committee members, offering them support on a range of issues, including employment practices and health and safety. As well as attending regular meetings, High Peak CVS facilitated a development day in December to allow the committee to discuss the issues that faced the project.

In the second half of the year, High Peak CVS delivered over 21 hours of support to the group – virtually an hour a week.

Unfortunately, the project closed in March 2004, due to lack of funding. However, that was not the end of the story. We ran an evening event "Learning the lessons from the Youth Basement" in conjunction with the local Healthy Living Development Worker, and over twenty people attended. Of the session, one of the attendees wrote:

'we found the discussions most helpful, and we were greatly encouraged by the positive, supportive atmosphere which you helped to create'.

There are now plans from within the community to start a new youth project within New Mills, building on the experiences gained from the Youth Basement.

The Small Group Project has been working in the Borough for five years, and has been part of High Peak CVS for the last two years. It specifically works with the smaller, more marginalized groups and, in this last year, we have seen the maturing of some of the groups that this project has worked with, with a small number entering their next phase of development by taking on project work – such as the access groups (below).

Access in the High Peak

Access Groups work to improve participation for disabled people and others by promoting accessible environments including buildings, services, information and so on. We now have Access Groups in Buxton, Hope Valley, Glossop, one that covers the Countryside, and the latest one, which is for New Mills and surrounding area.

Glossop, Buxton and Hope Valley were all funded by Comic Relief to produce guides to eating out. Glossop and Hope Valley's guides were both recently launched and Buxton will be completing their guide shortly. Two of the groups included for admin support in their funding bids and we were pleased that Andréa of the Small Group Project was able to provide this service which was greatly appreciated.

Alison Salmen, Chair of Hope Valley Access...

'To enable the project to be a success, Hope Valley Access approached CVS for their advice with regards to the presentation and, the printing and publication of the Guide. Andrea Lewis, of the Small Group Project, provided the necessary supervision, i.e. administration skills, which has been invaluable. The Group could not have completed their project without the enthusiastic encouragement of Andrea.'

The Glossop group is now turning its attention to transport issues whilst the Hope Valley Group has completed its second project this year which was to carry out audits of religious establishments. The Countryside Access Group has had funding from Community Champions to develop a project to extend access. They also recently organised an event when Mountain Rescue carried two of the members up Mam Tor on stretchers, with the others following on foot.



The latest Access Group has hit the ground running. This covers New Mills and surrounding areas. It was launched at a well-attended meeting in June and has now a very committed group of people taking it forward.

Helen, Treasurer of the group says...

'Sandy's help has been ongoing. She has helped us with our constitution and has offered to help us in achieving funding so we can become self-supporting. We are pleased to report that the NMDAG is growing in strength. We are looking forward to making a difference in New Mills and District by campaigning for the rights of people with disabilities.'

Much of the work that we carry out is not "a one off" – we are often involved with organisations for a long period of time, assisting them to get to where they want to be. Our involvement with Furness Vale and the New Mills Youth Basement are just a couple of examples of this.

Furness Vale - 'the forgotten village'

Furness Vale straddles the very busy A6 between New Mills and Whaley Bridge. It is often forgotten and when people are asked if they know it, the response is usually 'Oh yes, I drive through it on my way to Buxton'. The village has recently lost important resources such as a church hall and a scout hut. There is a community centre in the village, which was greatly underused by local people. The committee approached the Small Group Project to explore how they could widen participation and together we planned a major consultation, which included devising a questionnaire which was delivered to all the houses in the village and a Consultation Day with facilitated workshops. The findings from the consultation were then used to form the basis of an Action Plan to address the needs that had been identified. This intensive work has paid dividends and new activities now include Spanish, Crafts, Computers, Local History, Friends & Fun for older people and Genealogy.

Frances Footit, Secretary of the Community Association writes...

'We have received wonderful support from High Peak CVS in all this; they have given us help with publicity, provided information on funding and given excellent advice and guidance. During the year we have seen new activities in the village and enthusiasm from all age groups involved in the events arranged with help from the Small Group Project's staff.'

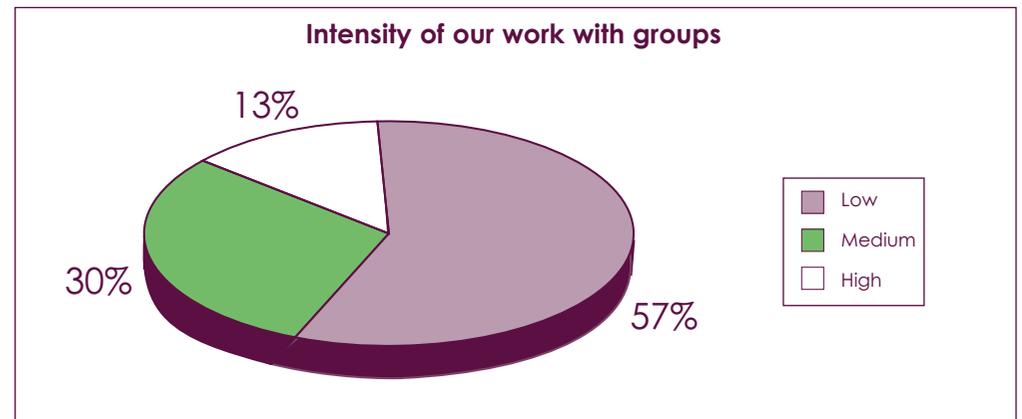
Perhaps one of the most successful spin-offs of the work is 'Furness Kidz Club'. The consultation revealed that provision for young people and children was sadly lacking. SGP worked with local people to set up a group to attract resources and provide quality projects. Also the children and young people themselves have formed a junior committee to advise and inform the main committee.

There have already been several activities taking place including a Youth Bazaar funded by Local Network Fund providing a taste of many activities from kick-boxing to DJ workshop and the chance to input into a Big-Brother style video. The committee has also achieved funding for start-up costs to enable them to carry on the good work.

Nicola Dinsdale, Co-Chair of the group:

'We still need handholding and to be given direction and Sandy continues to give this when needed. We have come a long way in a short time and most of us have had steep learning curves and are developing strengths and skills in areas we had never considered before. So as well as the young people benefiting, us oldies have gained something. We meet new people, develop links and contacts and explore new areas. It is at times very hard work but at least we don't feel isolated'

Over the past year we have implemented new ways of recording the work carried out by logging contacts and work with groups and assessing whether this work with the groups is of low, medium or high intensity – **virtually half the work that we carried out during the year was of high or medium intensity.**



One of our aims has been to increase the capacity of groups with increased resources flowing to them. An example of this is the work we have done in promoting the Local Network Fund and helping groups apply.

Promoting the Local Network Fund - Thornsett Band

Thornsett Band offers youngsters aged 7 – 19 the opportunity to learn a brass instrument regardless of their family's economic circumstances. They provide tuition, free loan of an instrument for the duration of their membership, and opportunities to perform in public. Each term a social activity such as a trip to the theatre or bowling is also arranged.

The band originally came to us asking for advice on completing a grant application to the Local Network Fund. They needed new instruments to expand their membership, and applied to the Local Network Fund to cover the cost of these. As part of their application, the group needed to develop a child protection policy, and High Peak CVS was also able to help with this. Their grant application was successful, enabling them to buy eight new instruments and increase their membership.

Their next project is to modify their building to make it accessible. Again they came to the CVS, this time to use 'Funderfinder' to find suitable pots of money. They now have quotes from their architect and have identified the funds they intend to apply to.

The wide-ranging expertise of the staff at High Peak CVS is a valuable resource for the detailed research and analysis required to assess the feasibility of potential large-scale local community ventures. This year we undertook such a feasibility study for a multifaceted community arts project.

The Magic Carpet Ride

A network of creative people in Buxton recognised the need and benefit for artists, voluntary organisations and businesses to develop ideas together in a shared space. Their vision received a strong stimulus from the availability of a suitable building. Partly a carpet shop, this property was inspirational to the Magic Carpet project - a collective creative space for Buxton and the High Peak.



High Peak CVS were appointed to carry out a feasibility study to determine the needs of possible partners and the viability of a number of options.

A core group of four CVS staff applied their varied areas of expertise to complete a detailed assessment of all aspects of the project. This involved a broad consultation of interested organisations and individuals; thorough appraisals of the background context and community needs; a review of similar projects; evaluation of the building and its use; financial planning and guidance; and analysis of the viability of four options with differing compositions of arts, community and business organisations.

The analyses and recommendations were drawn together in a 90-page report, which has been well received as "excellent", "a comprehensive piece of work", and "a valuable document regarding Buxton's creative and voluntary needs".

The study established the need and demand for a community and arts resource project based in Buxton. It identified a mass of arts activity in the area that could be further enhanced through the hub provided by the Magic Carpet project, which will have a broad beneficial impact on the community of Buxton and the surrounding Peak District.

During the course of 2003-04, our training programmes have been instrumental in increasing skills and knowledge within local Voluntary groups. In the financial year covered, we ran three separate training projects:

- **Our main training programme delivered 205 learners to a total of 66 organisations.**
- **The Small Group Project provided a range of individualised sessions 74 for members of 13 local groups.**
- **The Gamesley Project, a Neighbourhood Learning in Deprived Community (NLDC) Learning & Skills Council funded Programme. This programme was accessed by 99 people from 16 different organisations in the area, with 114 full day learning experiences (target 105) and 80 mini (or half day) experiences (target 49).**

One example from The Gamesley Project was the work we did in re-launching the community newsletter.

Developing a community newsletter for Gamesley



The Gamesley training project was designed to deliver the training needs of voluntary and community groups involved in Gamesley and we worked with local groups to identify what areas they required training in – and it wasn't all traditional sessions!

The sessions included training for local volunteers in producing a community newsletter. As well as a “classroom based” session, we worked with volunteers to re-launch the publication, which had been dormant for a couple of years, and visited a similar newsletter in Manchester with them.

Subsequently, we worked with Gamesley Residents Association to put together a bid to the local SRB6 partnership, which was successful and has meant that funding for printing and production is secured at least for the next year.

The newsletter has been well received, and means that all residents in the community regularly receive news about what is going on locally, helping to build community cohesion and local pride.

Combined, these training figures represent an increase of 180 compared to the previous year – virtually double.

However, it is not just the numbers of learners that are important – it is the quality of the learning experience and the benefit it brings to the organisation and individual that matter. In the last six months we have therefore been assessing the impact of our training programme. The results have been very encouraging and prove that our training is having a substantial impact upon both individual learners and their groups, improving skills, knowledge and confidence.

We have developed an increasing range of practical services available at low or no cost to voluntary and community groups, and these have seen an increase in usage over the year. These services include hire of equipment (PA, overhead projector, table, digital camera etc) and others such as photocopying and printing, FAX and laminating.

We believe one of the greatest measures that illustrates the positive benefit we are having on local voluntary organisations, and therefore High Peak residents, is the number of members that we have.

In the last year membership of High Peak CVS has risen from 89 to 162 organisations and individuals – an increase of 82% and further evidence of the relevance of our work.

2. Increasing the links and understanding

The staff team have kept you in touch with clear information about new opportunities, policy developments and by encouraging greater understanding of the needs and dynamic potential of the voluntary sector. During 2003 / 04 we did this in a number of ways:

Through a series of well attended key events

Small Group Project Special Event



The Annual Training Event is the highlight of the Small Group Project's year and was held at Bradbury House, Glossop on September 26th. A lot of planning goes into making sure that everyone who wishes to can participate in events – for example, at this event, all written materials prepared in a range of formats such as Braille and large print; hearing induction loops and two signers from RNID.

There were presentations from several of the groups who shared the frustrations and the pleasures of their work. Many of those who listened to these accounts were extremely moved and inspired. One comment was 'It's just wonderful to see all these things being achieved by ordinary people'.

Dynamic and Diverse

This June event presented the findings of our research into the size and breadth of the voluntary sector working in the High Peak and engaged local groups and other partners in discussion on how to increase awareness of the positive impact of the Voluntary Sector.

Funders for a Funders fortnight

This was a key event during our first “Funders fortnight”, held in October 2003. The fortnight contained a range of events for local groups – training, funding advice surgeries and this funders fair. The fair had displays and staff on hand from 12 funders, including the Community Fund, Arts Council and Lloyds TSB Foundations, and gave over 30 local groups the opportunity to talk to funders about project ideas and opportunities for funding. Both groups and exhibitors reported that it was beneficial in building relationships and providing information. The event is being repeated in October 2004.

Finding Out about Futurebuilders

Futurebuilders is a new £125 million government investment fund, which aims to increase the role that the voluntary and community sector plays in the delivery of public services. This event, held in February, is an example of how High Peak CVS help groups in identifying new opportunities. Over 60 people attended, to find out more about Futurebuilders and how it may be relevant to them. As well as presentations, part of the session gave delegates the opportunity work with other groups from the same part of the district, looking at what needs are in their specific area and how this new funding may be able to address them.

216 people attended these four key events from 142 organisations.

Through influencing policy

Closely linked with partnership working, we have influenced the statutory sector in many ways - including presentation to PCTs, Parish Councils, The Derby & Derbyshire Economy Partnership, through events and engaging in the Compact process.

Working to develop a Compact



Following the Government's national compact initiative, High Peak CVS have been playing a key role this year in developing a compact locally, working closely with High Peak Borough Council and other Local Strategic Partnership (LSP) partners.

What is a compact?

- A compact is a voluntary agreement between voluntary and community groups and statutory organisations, which sets out a framework for how these organisations will work together.
- It sets out their shared values and principles, and promotes mutual trust and respect, collaboration and equal working relationships.
- A compact also recognises the distinct but complementary roles of the different sorts of organisations, and that by working together these two sectors can achieve more for the community.

Thus the aim of the compact is to:

- encourage good working relationships and the development of partnership working
- Improve the standing of the voluntary sector

In the High Peak, we started the process of developing a local compact by holding a Compact Day to explain what the compact is about and give local organisations the opportunity to say what they would like addressed in the compact. People representing over 25 organisations attended this. A number of themed working group meetings focusing on funding, volunteering and communication and consultation followed. Ideas and information from these sessions were fed into a draft local compact, which was circulated for consultation and attracted many useful comments.

Subsequent to that document being circulated, it became apparent that some groups foresaw difficulties in having a compact for the High Peak, the Derbyshire Dales and a County compact, because some voluntary organisations work more closely with county council departments, in particular social services, whilst others work with more locally administered statutory agencies, and some with both: the concern of some organisations was that there could be confusion over which compact agreement they should be working to!

A working group therefore met at High Peak CVS in late March to discuss the best way forward in the High Peak and Dales. Its conclusion was to recommend signing up to the County compact. This is in place of a High Peak and Dales local compact agreement, and carries an addendum, which gives it a local context.

This is by no means the end of High Peak CVS's input to the local compact project. Establishing a compact agreement is only one step in a live and ongoing initiative to improve and develop good working relationships locally. We are already in the process of setting up a local compact implementation group, which will steer the compact initiative locally, overseeing the development and progress of an action plan and a code of practice for the High Peak and Dales. It will report on progress to the LSP and thence to the County compact annual review.

Through engaging in partnerships

During 2003 - 04, High Peak CVS took an active role within 13 partnerships.

These included:

Derby and Derbyshire Community and Voluntary Infrastructure Consortium

High Peak CVS have been actively engaged in developing this new ground breaking partnership, which has brought generic and specialist voluntary and community sector infrastructure organisations from across Derbyshire together for the first time, to prepare for the government infrastructure funding. We have also successfully tendered to take a lead in two county wide mapping research projects.

Peak Partners For Rural Action

This is a partnership of voluntary sector infrastructure organisations working across the High Peak and Derbyshire Dales, and High Peak CVS were instrumental in winning the funding to enable this new partnership to develop an action plan.

This partnership aims to increase joint working, make the best use of existing resources and lobby for increased funding. It has been nationally recognised as a model of good practice.

Through information services



The volume of information available to the sector seems to keep increasing. However, many groups suffer from information overload – not enough time to read it all. One of our roles, then, is to identify, from many sources, what voluntary and community groups need, and then to disseminate this information. We believe that over the last year that we have developed this into a specialism, employing a number of tools to deliver quality information regularly.

Our web-based directory was launched in the Spring, and contains details of over 350 local voluntary and community groups. It allows people to search for groups using a range of search criteria – based on a location (useful if you are a new resident to an area) or area of interest. So, if you need to find an organisation offering counselling locally or a self-help group for post-natal support, you can through this service – just click on www.highpeakcvs.org.uk/directory This project was funded by High Peak & Dales PCT.

Our **e-news** bulletin service was also launched at the start of year. **Over 200 people are now subscribed**, receiving a regular email containing details of local events, training, new funding opportunities and policy developments that they may otherwise not get to hear about.

The e-news service compliments, our regular paper newsletter, **CommuniCation**, which is still produced quarterly, and is **sent to over 800 local voluntary and community groups**. We carried out a survey of newsletter readers in September 2003, and the results endorsed our approach to it. For example 83% said quarterly was the correct frequency, 92% said that the funding information was useful or very useful, 100% said that information about good practice was useful or very useful. The full results of the survey can be found at www.highpeakcvs.org.uk/newsletter.

Through building new networks and breaking down barriers

Networks and Forums provide groups and individuals the opportunity to have their say about services, identify unmet need and work together to improve services for the benefit of High Peak residents.

2003/04 has seen much time and effort from the High Peak CVS staff team on developing forums and networks:

- Glossopdale Older Peoples Forum

Developing an Older People's Forum for Glossopdale



Late in 2003 development workers from High Peak CVS met with local residents and representatives from Glossop based older people's agencies to discuss the need for an older people's forum in the Glossop area. Since December 2003 we have, together with Social Services and Help the Aged Speaking Up for Our Age Campaign Officer, worked with a group of older people to develop the forum.

The CVS worked with the group to organise an event where local older people were invited to come and listen to speakers and talk together about issues which impact on the quality of their lives. At this event which was held in May 2004 local older people agreed to have a local forum and more people joined the group to take the forum forward to an AGM.

We are working with the group to establish the Forum and will continue to offer and give support until it is no longer needed. The Forum is and will be run by older people for older people and will work with Derbyshire County Council and other service providers to tackle the issues raised at the event in May and those that arise over the months and years ahead.

- Children and Young Peoples Forum
- Development Workers Forum
- High Peak Carers Network

Bringing carers together

From the 2001 Census it appears that there are around 9000 unpaid carers in the High Peak. This is a very isolated and unrecognised group of people. The Carers Network was therefore set up to bring together representatives from organisations which in one way or another provide services and support to carers and 'carees' of all ages. It met for the first time in January 2004, facilitated by High Peak CVS.

The purpose of the group is to provide participants with opportunities to

- Network
- Share information, good practice and experience
- Increase knowledge of services and activities across the area to enhance signposting to services
- Identify and address gaps in services and unmet needs
- Develop communication channels

with the overall aim of meeting needs of carers more fully, and forming links both locally and countywide.

Currently over 15 organisations have been represented in the group. They are very diverse, some focusing primarily on carers, some on those being looked after, and some with a dual focus. The group recognises that the needs of carers and those cared for should be viewed holistically. Through their work together, they wish to encourage partnerships whilst respecting that different organisations have different aims and objectives and roles to play.

The need for a Carers' Directory for the High Peak, providing information on support and services available to carers, has already been recognised. The group has discussed the development of such a directory, and in particular who should take the lead in setting up the project. The group agreed that the CVS is best placed to take this lead.

There is much more to be done in this area. Within the Borough's Community Strategy, High Peak CVS has a lead on developing an equalities forum, and we are also interested in developing a network with the minority ethnic community locally in the period ahead.

3. The people and resources to make it all happen

Staff team

Kevin Skingsley	Chief Executive
Gina Spencer	Office & Finance Manager
Sandy Schofield	Small Group Project Co-ordinator
Andréa Lewis	Small Group Project Administrator/PA
Tony Okotie	Information Officer/Development Worker
Di McIntyre	Development Worker
Esther Jones	Development Worker
Peter Beardwood	

Although a team of eight, the full time equivalent (FTE) is 6.5.

The Board of Directors

High Peak CVS is managed by a voluntary Board, made up of members from voluntary and community groups in the borough. The Board includes the chair of a national voluntary sector organisation; chief executives of four large voluntary sector organisations locally with experience of managing staff, projects and budgets over £100,000 per organisation; local activists; disabled people; and a representative from the local faith community.

As a charitable company limited by guarantee, these Board members also serve as company directors. The following members served on the committee during the period November 2002 – March 2004:

Chair	Sally Cox
Treasurer	Andy Taylor
Trustees	Sylvia Green, Dorothy Scapens, Sue Howard, Hazel Harrison, Margaret Laurence, Joe Dugdale, Jim Seddon, Tony Craggs, Jon Taylor, Nigel Caldwell and Robert Bonsall all stood down during this period. Liam Clarke, Chris Woodcock Bert Bowles and David Williamson were all elected at AGM October 2003.
Ex officio members	Peter Sloman, Chief Executive High Peak Borough Council, and Councillor John Pritchard, High Peak Borough Council

The Board take the lead on governance, strategy, personnel and sustainable development.

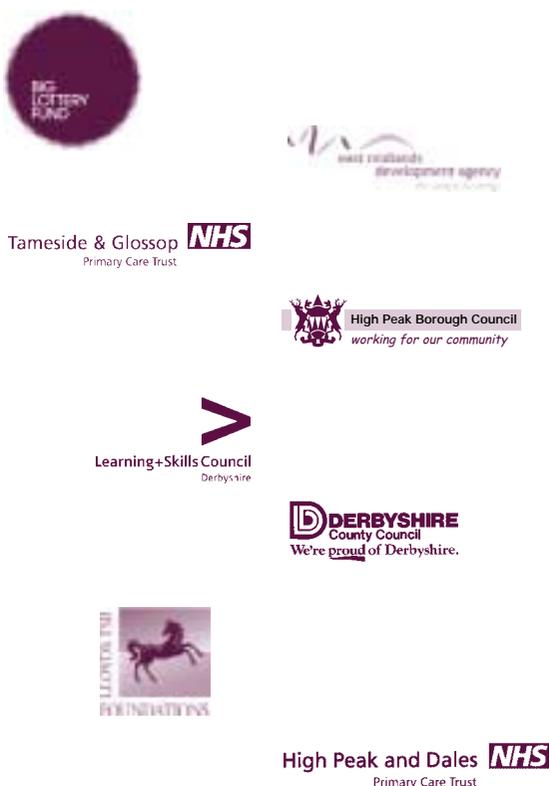
In addition the Small Group Project has an Advisory Group, made up of members of local small groups, who inform the direction and work of the project and of High Peak CVS.

4. Summary financial information

This financial information covers the period from November 2002 to March 2004 for the Charitable Company. The Company remained dormant until the property was purchased in April 2003 and the accounts reflect the trading position from this date.

The deficit on profit and loss is due to monies being received by the Old Charity in the financial year 2002/2003 and receipt of grants after March 2004 on monies expended within the year 2003/2004.

Our supporters during the year were:



Statement of financial activities

	Note	restricted £	unrestricted £	Total £
Income				
Donations, courses & fund raising			24,783	24,783
Interest received			156	156
Grants received		142,788	0	142,788
Total incoming resources		142,788	24,939	167,727
RESOURCES EXPENDED				
Wages & NIC			109,951	
Events & conference fees			4,111	
Management advisory costs			6,120	
Rent, rates, light & heat			4,523	
Telephone			2,733	
Postage			2,669	
Insurance			1,897	
Repairs & maintenance			417	
Printing & Stationery			16,980	
Office costs & IT. support			4,824	
Recruitment & training			14,075	
Legal & professional			2,977	
Travel expenses			4,963	
Cleaning expenses			88	
Membership fees & subscriptions			134	
Accountancy fees			764	
Bank charges			59	
Loan interest			4,821	
Sundry expenses			126	
Depreciation			6,693	188,925
NET INCOMING RESOURCES				-21,198

HIGH PEAK COUNCIL FOR VOLUNTARY SERVICE

BALANCE SHEET AS AT 31ST MARCH 2004

	Note	2004 £	
Fixed Assets	2		
Property		116,000	
Property improvements		16,996	
Fixtures & fittings		5,164	
Office equipment		14,916	
Current assets			153,076
Bank current account		28,541	
Bank Deposit Account		15,256	
			43,797
Creditors: amounts falling due within one year	3		196,873
			988
Net current assets			195,885
Creditors: amounts falling due after one year	4		89,208
Net assets			106,677
Represented by	5		
Funds balance brought forward		127,875	
Balance from P & L Account		-21,198	
			106,677
Of which:			
Restricted			94,263
Unrestricted			
Lottery Community Fund		6,600	
Gamesley (NLDC)		300	
Small Groups Project		514	
High Peak & Dales Primary Care Trust		5000	
			12,414

Trustees statement on financial information

The financial information here has been extracted from High Peak CVS annual accounts, as audited by KBS Oakes Partnership, Bank House, Market Street, Whaley Bridge, High Peak, SK23 7LY, and dated 21st July 2004.

Accounts were approved by the board of trustees on 9th September 2004. Copies of the annual report and accounts have been filed with the registrar of companies and the Charity Commission. The financial information here is only a summary – it may not contain sufficient information for a full understanding of the financial affairs of High Peak CVS. For a copy of the full annual report and annual accounts, contact Gina Spencer, Office and Financial Manager at High Peak CVS, on 01663 735 350.

Signed on behalf of the trustees

Andy Taylor - Treasurer

Respective responsibilities of trustees & auditors

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the charitable company's financial activities during the year and of its true financial position at the end of the year. In preparing those financial statements, the trustees are required to: -

- (a) select suitable accounting policies and apply them consistently;
- (b) make judgements and estimates that are reasonable and prudent;
- (c) state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departure disclosed and explained in the financial statements;
- (d) prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charitable company will continue in operation

The trustees are responsible for keeping accounting records which 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 Charities Act 1993. They are responsible for safeguarding the assets of the charitable company and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

Basis of opinion

Our work was conducted in accordance with the Statement of Standards for Reporting Accountants, and so our procedures consisted of comparing the financial statements with the accounting records kept by the company, and making such limited enquiries of the officers of the company as we considered necessary for the purposes of this report. These procedures provide only the assurance expressed in our opinion.

Opinion

In our opinion:

- a) the financial statements are in agreement with accounting records kept by the company under Section 221 of the Companies Act 1985;
- b) having regard only to, and on the basis of, the information contained in those accounting records:
 - I) the financial statements have been drawn up in a manner consistent with the accounting requirements specified in Section 249C(6) of the Act: and
 - II) the company satisfied the conditions for exemption from an audit of the financial statements for the year specified in Section 249A(4) of the Act and did not, at any time within that year, fall within any of the categories of companies not entitled to exemption specified in Section 249B(1).

KBS Oakes Partnership
Bank House, Market Street,
Whaley Bridge,
High Peak, SK23 7AA.
Dated: 21st July 2004

Policies adopted during the year

During the year covered, the Board approved and adopted the following policies:

- Volunteering policy
- Health and safety policy
- Child Protection policy

A policy on reserves is currently being prepared.



High Peak CVS

Community Space
1a Bingswood Trading Estate
Whaley Bridge
High Peak
SK23 7LY

Telephone 01663 735 350
Email hello@highpeakcvs.org.uk
Web www.highpeakcvs.org.uk

Registered Charity no. 1096462 Company registration no. 4600635

High Peak CVS is a member of
National Association of Councils for
Voluntary Service (NACVS).

