

# Setting up a group: Before you start

## Introduction

This sheet has been produced primarily for people who are thinking about setting up a new voluntary or community group and outlines some of the key considerations and steps that need to be taken. It has been prepared by PAVS and is intended for information only.

## Before you start...

It is important to undertake some research and do some networking prior to setting up a group. This will help you to find out:

- whether or not a similar group exists at a local, regional or national level
- whether there is any available evidence of need

There are a number of good sources of information about existing voluntary groups which are outlined in the table below and which would be a good place to start in carrying out your research. It might also be useful to talk to key people from within the local authority, health authority, national park authority and regional or national organisations in the field of work that you are interested in.

## Sources of information about existing organisations

### Name of source...

### Types of information...

Pembrokeshire Association of Voluntary Services (PAVS)

*Database containing information about over 600 voluntary and Community groups operating in Pembrokeshire*

Pembrokeshire County Library Services

*Directory of local societies available from the County library*

Wales Council for Voluntary Action (WCVA)  
<http://www.wcva.org.uk>

*Database of information on many voluntary and community groups throughout Wales.*

Charity Commission for England and Wales  
<http://www.charity-commission.gov.uk/>

*Register of Charities in England and Wales which can be accessed through the Charity Commission website*

### Further Reading:

- G2 - Legal structure of a voluntary group
- G3 - Company Status: Advantages and Disadvantages

