

**REGISTERED COMPANY NUMBER: 03343059 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 1063289**

**REPORT OF THE TRUSTEES AND  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2023  
FOR  
PEMBROKESHIRE ASSOCIATION OF VOLUNTARY  
SERVICES**

Clay Shaw Butler Limited  
Statutory Auditors and Chartered Accountants  
24 Lammas Street  
Carmarthen  
Carmarthenshire  
SA31 3AL

**PEMBROKESHIRE ASSOCIATION OF VOLUNTARY SERVICES**

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# **PEMBROKESHIRE ASSOCIATION OF VOLUNTARY SERVICES**

## **REFERENCE AND ADMINISTRATIVE DETAILS FOR THE YEAR ENDED 31 MARCH 2023**

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<b>TRUSTEES</b>	C Carter H D Murray B A Priest S Whitbread C Crichton A E Sangster C F Inledon (appointed 26.5.22) J D M Tucker (appointed 26.5.22)
<b>COMPANY SECRETARY</b>	S J Leonard
<b>REGISTERED OFFICE</b>	36-38 High Street Haverfordwest Pembrokeshire SA61 2DA
<b>REGISTERED COMPANY NUMBER</b>	03343059 (England and Wales)
<b>REGISTERED CHARITY NUMBER</b>	1063289
<b>AUDITORS</b>	Clay Shaw Butler Limited Statutory Auditors and Chartered Accountants 24 Llamas Street Carmarthen Carmarthenshire SA31 3AL
<b>BANKERS</b>	Unity Bank Unity Trust Bank plc Four Brindleyplace Birmingham B1 2JB
<b>SOLICITORS</b>	Hains & Lewis Penffynnon Hawthorn Rise Haverfordwest Pembrokeshire SA61 2BQ

**PEMBROKESHIRE ASSOCIATION OF VOLUNTARY SERVICES**

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**OTHERS**

Adviser to the Board -  
To 19.10.22 Cllr Michelle Bateman  
(nominated by Pembrokeshire County Council)  
From 19.10.22 Cllr Delme Harries  
(nominated by Pembrokeshire County Council)

Chief Officer - S J Leonard

# **PEMBROKESHIRE ASSOCIATION OF VOLUNTARY SERVICES**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023**

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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**

#### **Strategic Aims and Objectives**

The Association has been established as the County Voluntary Council for Pembrokeshire. It promotes any charitable purpose for the public benefit of the community and, in particular, the advancement of education, the protection of health and the relief of poverty, distress and sickness. Its membership is made up of voluntary and community groups and social enterprises (collectively known as "the third sector") operating in Pembrokeshire. In its work the Association promotes and organises co-operation in the achievement of these aims and, to that end, brings together representatives of third sector organisations and statutory authorities within Pembrokeshire.

During the year, the Board has overseen the development of a new 5-year strategic plan for the Association. An early draft was shared with members and other stakeholders at the PAVS Annual General Meeting (AGM) in January 2023. Their feedback and input from PAVS staff helped to shape the final version of the plan, which was formally adopted by the Board on 30th March 2023.

The PAVS Strategic Plan 2023-2028 sets out the following vision, mission, strategic commitments, strategic priorities, and values.

#### **Vision**

Sustainable voluntary groups and active volunteers, creating thriving, inclusive and connected communities across Pembrokeshire

#### **Mission**

To deliver excellent services that connect, enable, inspire and advocate for communities, groups, volunteers and individuals

#### **Strategic Commitments - PAVS commits to:**

1. Working with other organisations - building relationships, collaborating, co-producing solutions to difficult issues
2. Facilitating and enabling the third sector to do what they aspire to do
3. Understanding and championing volunteering to enhance community life
4. Developing a positive and constructive relationship with the private sector
5. Broadening our membership base and strengthening the voice of the sector
6. Using our regional entity to generate income from new sources
7. Working in a sustainable way that protects the environment for future generations
8. Being fair, inclusive, and accessible in all that we do

#### **Strategic Priorities**

##### **Engagement & Influencing**

- Be visible leaders in co-produced solutions to challenging issues - poverty, housing, care & support, climate change, etc
  - Build a strong narrative based on community research, evidence drawn from our members, and learning from people with lived experience
  - Be an advocate for the sector using our networks locally, regionally, and nationally to influence policy & practice
  - Champion equality, diversity, inclusivity. and fairness to ensure everyone's voice is heard
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# PEMBROKESHIRE ASSOCIATION OF VOLUNTARY SERVICES

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

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### Active Citizenship

- Encourage and enable more people of all ages to get involved in voluntary action and help out in their communities - formally and informally
- Raise the profile of volunteering as a contributor to personal development and individual wellbeing
- Expand our membership base as a network of people who want to keep in touch, support our work, and be a strong voice for the sector
- Improve our online and offline communications and ensure they are appropriate and accessible to all

### Sustainable Funding

- Take advantage of our regional entity to enable us to explore new markets and develop new products for existing markets
- Build up a network of delivery partner organisations and associates who can be mobilised to deliver contracts/chargeable services
- Offer a range of chargeable services that will reduce operating costs for participating organisations
- Work with private and public sector partners to develop sustainable funding streams to invest in voluntary and community action

### Values

**Excellence:** We will commit to ongoing professional development, ensure accountability & transparency, and do our very best at all times

**Inclusiveness:** We will adhere to best practice equality, diversity, and inclusion standards, ensuring that our work is fully accessible and open to all

**Enthusiasm:** We will actively encourage and enable the people and groups who come to us for support to achieve their ambitions, goals, and dreams

**Innovation:** We will embrace new technology and initiatives, encourage out-of-the-box thinking, and proactively seek out ways to change and improve our practice

**Collaboration:** We will work together as a staff team and with partners in the third, public, and private sectors to co-produce new ideas, influence policy & practice, and deliver high quality services

**Kindness:** We will always be prepared to listen and will behave towards each other and everyone we work with in a way that is considerate, non-judgmental, compassionate, and caring

The Strategic Plan also includes a commitment to review our service delivery model ensuring that it is inclusive and sustainable; visible and accessible; flexible and responsive; collaborative and creative.

The Board has agreed outputs, outcomes, and annual targets for each of the strategic priorities. An annual delivery plan has been developed for 2023-2024 and thematic working groups have been established to progress key areas of work. Progress reports are presented at each Board meeting and an annual update on progress will be made at the AGM.

### Public Benefit

The trustees have a duty to report on 'public benefit' by explaining the significant activities undertaken in order to carry out the aims for the public benefit, and achievements measured against those aims. Regular reports are presented to funders and stakeholders. An overview of activities is presented to members at the AGM. In addition, the trustees confirm that they have had due regard to the Charity Commission's guidance on public benefit.

### Sustainable Development

The Well-Being of Future Generations (Wales) Act 2015 is the first legislation to embed sustainable development as the central organising principle for the provision of statutory services. PAVS is committed to engaging with the statutory sector based on sustainable development approaches and principles. This means that everything we do is considered in terms of integration, collaboration, involvement, prevention and the long term to ensure that we deliver what we need to today without compromising the ability of future generations to meet their own needs.

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In line with this commitment, PAVS has contributed to the work of the Public Services Board (PSB) in the development of a new 5-year Wellbeing Plan for Pembrokeshire which includes Tackling Climate Change & the Nature Emergency as a key priority. PAVS is committed to involving the voluntary and community sector in the delivery of this priority through three projects - Biodiversity & the Nature Emergency; Climate Adaptation; and Decarbonisation & Net Zero.

During the year, the positive working relationship with Grwp Resilience and other grassroots community groups has enabled PAVS to deliver on our stated commitments associated with sustainable management of natural resources and community-led action, creating inclusive opportunities for people to get involved in nature-based activities. PAVS has secured funding to support community projects around decarbonisation, net zero, biodiversity, local growing, etc. The Association has also adopted the Green Dragon environmental management standards.

### ACHIEVEMENTS AND PERFORMANCE

#### Activities

PAVS is a delivery partner within Third Sector Support Wales (TSSW), which comprises 19 County Voluntary Councils (CVCs) and Wales Council for Voluntary Action (WCVA). TSSW delivers the Third Sector Infrastructure Partnership Agreement on behalf of Welsh Government and assists the Welsh Government in the delivery of its long-term aim to build a Wales that is prosperous and secure; healthy and active; ambitious and learning, and united and connected.

During the year, a new 5-year TSSW strategy and delivery plan has been published. The shared vision for TSSW is an equal, inclusive and greener Wales with thriving communities and a culture that nurtures wellbeing. Our shared mission is creating the conditions for the voluntary sector and volunteers across Wales to contribute fully to individual and community well-being, now and for the future.

Three external-facing goals have been identified for TSSW, namely to achieve:

- A thriving voluntary, community, and wider third sector
- More resourceful, resilient, and empowered communities
- Increased co-production and participation in public policy, service design, and delivery

These goals are reflected in PAVS Strategic Plan for 2023-2028 and confirm our ongoing commitment to the TSSW partnership.

The Partnership Agreement for 2022-2023 includes four pillars of activity, namely:

- Volunteering
- Sustainable Funding
- Good Governance
- Engagement & Influencing

TSSW has developed a suite of digital platforms to support face-to-face delivery and to ensure consistent access to information, resources and training no matter where a group is located. These platforms are Volunteering Wales, Funding Wales, TSSW Knowledge Hub, and **infoengine** (an online directory of third sector services). Work has been undertaken during the year to enhance TSSW digital resources, specifically to update the Volunteering Wales platform and increase the number of resources available on the Knowledge Hub.

The terms of the Agreement are subject to a national Core Services Framework, which describes the full range of activities to be delivered at a national level by WCVA and at a local/regional level by CVCs. Performance is monitored in a consistent manner across TSSW through an Impact & Reporting Framework. This includes 4 "pillar specific" Key Performance Indicators (KPIs) for volunteering and sustainable funding and 6 cross-cutting KPIs, including 2 for digital delivery. A bespoke Customer Relationship Management (CRM) system assists with reporting against the 6 cross-cutting KPIs. Volunteering KPIs are collated through the on-line Volunteering Wales platform, with the on-line Funding portal providing evidence for the sustainable funding KPIs.

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In addition to the quantitative data collated via the CRM, the Framework sets out a methodology for collecting qualitative information through an on-line impact survey and case studies. These methods are used to demonstrate the collective impact of TSSW service delivery. TSSW remains committed to developing further tools to measure the impact of work carried out under the Engagement & Influencing pillar.

Quarterly reports are generated from the CRM with data being available at a national, regional and local level and a TSSW Impact Report is produced annually. Regular monitoring meetings are held with the Welsh Government Third Sector Support Unit. In addition, PAVS provides monitoring and performance reports to project steering groups established to oversee delivery of specific funded programmes of work that contribute to the achievement of the outcomes set out in the Core Services Framework.

PAVS has performed well against the KPIs and made a strong contribution to the overall performance of the TSSW partnership in Wales during 2022-23 despite the ongoing challenges presented by COVID recovery and the cost of living crisis.

During the year, PAVS staff continued to deliver services in a hybrid manner, working remotely from home using Microsoft Teams, coming into the office, and working out in communities, as required. Weekly online staff meetings took place during the early part of the year, gradually being replaced by monthly in-person staff development sessions, as a way of maintaining a team ethos and approach across the Association.

PAVS launched the Pembrokeshire Community Hub in June 2022 as a permanent element of community infrastructure. During the year, this has enabled us to respond quickly and effectively to support Ukrainian refugees living in the County and to provide access to a wide range of services designed to help people facing financial hardship as a result of the cost of living crisis. The wider PAVS team has also mobilised to help organisations and individuals throughout the year by distributing grants, building capacity in funding and fundraising, recruiting volunteers, providing digital support, supporting community buildings, developing social enterprises, providing direct help for individuals & signposting to extra support, and generally contributing to the development and delivery of COVID recovery and tackling poverty plans led by multi-agency and cross-sector partnerships. The efforts of the whole staff team throughout a year that continued to present both personal and professional challenges are to be applauded.

The following sections provide an overview of the activities undertaken by PAVS during the year 2022-23, aligned to each of the pillars within the Third Sector Infrastructure Partnership Agreement and grouped together under the following broad headings: Third Sector Support; Policy & Engagement; Connected Communities; Business Services.

These activities have contributed to PAVS' mission and strategic aims as determined by the Board of Trustees, delivered public benefit, and contributed to the national Well-being Goals as set out in the Well-being of Future Generations (Wales) Act 2015 and overseen locally by the Pembrokeshire PSB.

### THIRD SECTOR SUPPORT

This section of the report focuses on the work delivered by the Association related to volunteering, sustainable funding, and good governance, as defined in the TSSW Core Services Framework.

#### Volunteering

This area of work covers the services delivered by Volunteering Pembrokeshire (PAVS volunteer centre) in terms of encouraging people to volunteer through a comprehensive programme of volunteer recruitment and placement, as well as providing best practice guidance and support to volunteer-involving organisations.

During the period, **88 individuals** were placed into formal volunteering roles, with a further **46 individuals** being supported with volunteering in some way. **95 individuals** registered their interest in volunteering on the Pembrokeshire area of the Volunteering Wales website and were able to use the platform to search and find volunteering opportunities for themselves.

# PEMBROKESHIRE ASSOCIATION OF VOLUNTARY SERVICES

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

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**69 organisations** were supported with direct information and guidance with regards to volunteering, with information ranging from sample policies & template forms to best practice in recruiting, managing and supporting volunteers.

**3 meetings** of the Pembrokeshire Volunteer Organisers Network (PVON) were held online with guest speakers, updates and a chance to network. In addition, a one-off West Wales event was held in January 2023 with a nationally-recognised guest speaker looking at the future of volunteering and the challenge facing volunteer recruitment post-COVID. Around 50 people attended the event, including colleagues from Volunteer Centres across Wales.

During the year, a part-time Volunteering Development Officer was employed, part-funded by Pembrokeshire County Council (PCC) with a view to both re-establishing the PCC Employer Supported Volunteering (ESV) programme and encouraging other PSB partners to follow suit.

The work carried out on the PCC ESV programme delivered significant benefits for the Local Authority in terms of employee wellbeing and an improved understanding of the work of voluntary groups and the lived experience of the people they support. It also delivered positive outcomes for voluntary & community groups who benefited from the practical support provided by the employee volunteers.

Part-way through the year, the ESV Development Officer left PAVS to take up alternative employment with another Charity. PCC and PAVS have continued to support the ESV volunteering agenda as much as possible within the available resources, for example, by promoting volunteering opportunities in the staff newsletter and through the PCC intranet. Both organisations remain committed to securing the funding needed to re-establish this role within PAVS.

During the period, the Volunteer Centre hosted an employee on the **Kickstart** scheme which provided funding to employers to create jobs for 16 - 24 year olds on Universal Credit. This national initiative was designed to give people a chance to secure a paid job in a workplace, giving them valuable skills and a reference for future employment opportunities.

The person recruited under this scheme was with PAVS for 6 months and helped with creating social media content, filing, maintaining spreadsheets, making videos, attending community events and carrying out other office-based tasks. He took part in team volunteering days, shadowed a number of colleagues from other departments, and undertook training delivered by WCVA. It is pleasing to note that the individual has since gone on to secure paid employment in the hospitality sector.

The **Volunteering for Pembrokeshire Certificate** scheme (providing certificates for hours contributed by volunteers) has been adopted by 4 volunteer-involving organisations during this period. As at 31 March 2023, **46 volunteers** were registered, and the following certificates awarded:

28 x 10 hour certificates  
12 x 50 hour certificates  
4 x 100 hour certificates  
1 x 200 hour certificates

The **Volunteering for Pembrokeshire** bursary scheme (free training for volunteers on Learning Pembrokeshire courses) was accessed by **12 volunteers** who attended a number of courses that were useful to their volunteering role including Local History, Emergency First Aid at Work, and Willow Weaving.

Bespoke **Volunteer Management** training was delivered (face-to-face) to a team of managers from a PAVS member organisation whose jobs included volunteer management but was not their only role. The course materials were designed specifically around the policies and procedures of the organisation. 90% of those who completed the evaluation form said they felt more confident in supporting volunteers as part of their role within the organisation.

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The national Youth Led Grant programme provides a focus on supporting youth volunteering, with funding being made available for voluntary activities organised by young people. During the period, PAVS transferred **£6,340** of Youth Led Grant funding to Pembrokeshire Youth Bank for distribution. The funding was used to support a number of volunteering projects/groups who collectively achieved the following:

- 85 new volunteering opportunities created
- 85 volunteers aged 14 - 25 years
- 861 people benefitting from the contribution of young volunteers

PAVS recognises the importance of involving young people in volunteering and will continue to work with Pembrokeshire Youth Bank to promote and support youth volunteering in the County.

Following the easing of COVID restrictions, the usual annual programme of events to celebrate and promote volunteering returned to being delivered face-to-face, although Volunteers' Week celebrations and promotion remained online.

The **Community Zone** at the 2-day Pembrokeshire County Show was reinstated. PAVS was joined in the marquee by 20+ other organisations (most of whom were PAVS members) and footfall was at a record high with an estimated **3,400+** visitors over 2 days (similar to pre-COVID visitor numbers over 3 days).

In July 2022 an event was held, supported by South Hook LNG, to bring together the winners of the 2020 and 2021 **Volunteering Awards** at a celebratory tea party at Wolfscastle Hotel. Live music was provided as well as a cream tea, with a number of fantastic prizes being donated by local businesses. Unpaid carers were also invited as they had been unable to come together to celebrate Carers Week for a number of years. Over 60 people attended the event and a great time was had by all.

During the period, PAVS has led on and supported two award programmes recognising the achievements of local voluntary and community groups and individuals:

- **Volunteer of the Year Awards 2022** - the Awards ceremony is designed to recognise and celebrate the outstanding efforts of volunteers of all ages. Following the removal of COVID restrictions, a face-to-face Awards ceremony sponsored by South Hook LNG took place in Letterston Hall in November 2022. Around 100 people attended, enjoying a 2-course buffet dinner followed by entertainment provided by the Paul Sartori Choir. The Awards (crafted by a local blacksmith) were presented to winners in 7 categories, with certificates of achievement presented to Highly Commended finalists, and certificates of 'nomination' presented to all nominees.
- **Pride in Pembrokeshire** during the year, PAVS worked with PSB partners to promote the Pride in Pembrokeshire award scheme to recognise the contribution that groups make to individual and community wellbeing. Nominations are invited on a rolling programme with each award being sponsored by a PSB partner and includes £200 for the group, a certificate and publicity for their work. **3 groups** received a **Pride in Pembrokeshire** award in this year.

### Sustainable Funding

This area of work covers the distribution of grants and the delivery of information, training, development, and support services to help voluntary and community groups and social enterprises in Pembrokeshire secure the funding they need to achieve long-term sustainability.

As part of its grant management work in 2022/23 PAVS continued to deliver the **Supporting Community Action Fund (SCAF)**, established in the previous year to bring together different funding streams in an integrated funding mechanism. SCAF provides mainly revenue grants, with a small capital element, through two funding programmes - Micro Grants and Main Grants.

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SCAF is open to informal and formal voluntary and community groups, social enterprises, and town & community councils. It was originally set up to help communities mitigate the impact of the COVID-19 crisis and then to re-start activities and support for people in the recovery and revival phase. In the 2022/23 reporting period the fund evolved to address loneliness & social isolation, living well in winter and some of the impacts of the cost of living increase.

The Main Grants programme offered larger grants to formally constituted groups under different themes of **Living Well this Winter** and **Warm Welcome Community Spaces**. Two rounds of the SCAF Main Grants programme took place during the year, awarding **91 grants totalling £227,737**. The SCAF programme was funded by Pembrokeshire County Council (Small Grants for Carers Support Groups, Warm Rooms, & Food Poverty funding), West Wales Care Partnership (Regional Integration Fund), and Welsh Government (Loneliness & Social Isolation Funding).

The SCAF Micro Grants programme offered small grants of up to £500 to constituted and non-constituted community groups. During this period the focus was on support for Ukrainian families, with a simple application process and decisions within 5 days of receipt of the application. 1 micro grant was awarded totalling £500. It should be noted that a programme of support for Ukrainian refugees was delivered and funded through the Pembrokeshire Community Hub during this period.

In addition to overseeing the SCAF, PAVS also:

- Managed the delivery of local community funding/grant schemes on behalf of external funders including **South Hook LNG** and **Bluestone Foundation Community Fund**
- Managed the second round of the regional **Learning Disabilities Innovation Fund**, awarding **11 grants totalling £150,837**. This grant scheme was co-produced and evaluated by the Dream Team whose members are people with learning disabilities. In addition, an online Toolkit was developed to share how the grant scheme was co-produced and managed
- Managed the delivery of the **Making It Happen** fund, with funding from UK Community Renewal Fund (UKCRF), awarding **12 grants totalling £95,000** for project delivery between 1st August and 31st November 2022
- Acted as fundholder and programme lead for the UKCRF programme Resourceful Communities: Towards a Wellbeing Economy providing **£189,376** funding to delivery partners - PLANED, Grwp Resilience, Together for Change (Solva Care), Clynfyw CIC, and Pembrokeshire County Council
- Acted as fundholder for the Invest Local Hubberston & Hakin Community Forum funded by the National Community Lottery via Building Communities Trust. During the year, **£133,610** was invested in the delivery of projects under the terms of a Driving Change Plan developed by the community
- Acted as fundholder and lead partner for three 3rd sector consortium projects - Catalysts for Care, PIVOT (Pembrokeshire Integrated Voluntary Organisations Team), and Pembrokeshire Community Hub - providing **£415,111** funding to delivery partners PLANED, British Red Cross, West Wales Care & Repair, Volunteering Matters, PACTO (Pembrokeshire Association of Community Transport Organisations)
- Managed a second year of the **Outdoor Connections** grant scheme providing small capital grants to Pembrokeshire groups and town & community councils to create outdoor meeting/conversation spaces. This scheme continued to be extremely popular, distributing **£53,052 to 39 groups** through two grant rounds
- Completed end-of-project reports for two regional funds which PAVS led on in the previous financial year, namely the **Carers Support Innovation Fund** and **Connecting People: Improving Wellbeing** (COVID-19 Recovery Grants for Care Homes)

Overall during the year, PAVS directly managed the award and distribution of **£1,413,745** in funds and grants to third sector delivery partners and voluntary & community groups in Pembrokeshire.

In addition to grant management, officers responded to **163 enquiries** relating to sustainable funding advice and support to groups. The majority of these responses were delivered online due to the efficiency and popularity of this approach for participating organisations and the opportunity to access speakers from a wide range of geographic locations.

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For the third year running, the annual Funding Fair was held in November with a Monday - Thursday programme of **4 online sessions** where PAVS hosted conversations and updates from local and national funders. Groups benefited from access to front-line fund representatives with top tips for making funding applications, opportunities for information sharing, Q&A, and networking. One session was an exploration of funding and fundraising with Cwmpas to mark Social Enterprise Day 2022. Post-event materials and resources were made available following each session via the event Padlet so that groups could easily share the learning within their own organisations and more widely. In early spring 2023 PAVS hosted a session with the online fundraising platform **Givey**. The session provided an overview of the features of the platform and the benefits of digital fundraising.

Work continued during the year to develop and promote **Funding Wales**, the TSSW on-line platform detailing local and national funders that can be searched according to a range of criteria, enabling a tailored response for specific funding needs. PAVS contributed to the national Project Management Board for this platform, feeding into improvements ahead of a soft relaunch and data refresh. PAVS supports with ongoing updating and quality assurance work on this site.

The **Funding Advice Service Padlet** continued to be developed and shared widely during the year, further consolidating this online resource as the go-to place for up-to-date information about funding opportunities.

Primary funders for this area of work include Welsh Government TSSW core funding, West Wales Care Partnership (Regional Integration Fund), UK Community Renewal Fund, Pembrokeshire County Council (Enhancing Pembrokeshire/Carers funding), Building Communities Trust (Invest Local), South Hook LNG, and Bluestone.

### **Good Governance**

This area of work covers all the capacity building and development support services provided to voluntary & community groups and social enterprises across the County to ensure that third sector personnel, volunteers, managers, and trustees have the knowledge and skills they need to operate sustainably, fairly, legally and safely.

Work during the year has included:

- providing information on governance issues via the **Pembrokeshire Trustee Network** and other social media platforms with a focus on the recovery from the pandemic and the implications on third sector organisations of the cost-of-living crisis.
- providing direct advice, information, and support to **87 organisations** to set up appropriate legal structures, strengthen governance arrangements, deal with issues relating to health & safety, HR, property, etc as well as keeping the sector up-to-date with all changes made by Regulators, and helping groups to safely reestablish their activities and services following COVID-19 restrictions, etc
- delivering online training sessions/workshops for voluntary and community groups covering issues that affect them
- organising workshops and supporting groups to upload information about their services and activities on **infoengine**, the TSSW on-line searchable directory of third sector services
- encouraging organisations to register on the TSSW Knowledge Hub and make use of the resources - information sheets, online training courses, and shared learning spaces

During the period, PAVS worked in partnership with the County Voluntary Councils in Carmarthenshire (CAVS) and Ceredigion (CAVO) to deliver the annual West Wales Governance Conference. The Conference took place online with daily sessions covering TSSW Digital Platforms, Safeguarding & DBS for Trustees, Cyber Security, Board Diversity & Trustee Recruitment, rounding off with a regional third sector update.

A key element of the work during the year has been supporting the **Pembrokeshire Community Buildings Forum**, in association with PLANED. During the year, there were **2 Forum meetings** (one online and one face-to-face) attended by a total of **62 participants** from halls across the County.

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In addition to the Forum meetings, PAVS officers have directly provided support and guidance to halls on a range of topics including the pandemic recovery, ownership matters, policy development, funding, governance, facilitated energy audits and Charity Commission matters etc. Development Officers provided support to the **73 halls** who delivered projects funded by the **Living Well this Winter** and **Warm Welcome Community Spaces** grant schemes managed by PAVS.

PAVS has developed the **Pembrokeshire Community Buildings Forum Padlet** which is updated regularly with news of interest to the Forum.

During the year, PAVS worked with PLANED and Cwm Arian Renewable Energy (CARE) to submit a first stage application to the National Lottery People & Places programme for a package of enhanced support for community buildings and the people who run them, based on the successful **Helping Halls** pilot run by Cwm Arian Cymdeithas. The first stage application was successful and a full second stage bid has since been submitted. PAVS officers have supported the development of this bid, including a survey of halls to determine the need and opportunities for the project.

PAVS continued to manage the Catalysts for Care project, now funded by the Regional Integration Fund and delivered by an FTE Social Enterprise Catalyst based in PAVS and a Micro Enterprise Catalyst based in PLANED. The aim of the programme is to support the setting-up and organisational development of micro-enterprises (PLANED) and social enterprises (PAVS) offering care, support and wellbeing services that enable people to live independently for longer in their own homes and communities. Despite capacity being temporarily reduced during the year due to staff changes, PAVS officers supported **33 new, emerging and existing social enterprises**; worked closely with the Day Opportunities Forum, and organised a well-attended Social Enterprise Day. PAVS has also developed a **Social Enterprise Padlet** to share information of interest to social enterprises.

During the year, PAVS continued to employ a part-time Community Development Officer (CDO) on behalf of the Hubberston & Hakin Invest Local Community Forum to support the delivery of the Driving Change Plan. The CDO is based in the Hubberston & Hakin community and is jointly line managed by PAVS and a Forum sub-group, which sets the work programme, monitors progress, and provides day-to-day operational support. The main focus of the work during the year has been the development of the Forum's third and final Driving Change Plan, community engagement/activities, and support for the community asset transfer application submitted by the Forum for the Gelliswick Bay area. PAVS provides all HR and payroll support for the Officer, as well as acting as Fundholder for the Forum.

Funding for this area of work has primarily been provided by Welsh Government TSSW core funding, Regional Integration Fund, and Invest Local funding (National Lottery funding managed by Building Communities Trust).

# PEMBROKESHIRE ASSOCIATION OF VOLUNTARY SERVICES

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

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### OBJECTIVES AND ACTIVITIES POLICY & ENGAGEMENT

Engaging the third sector in strategic planning, public service design and delivery, policy issues and consultations remains a key element of the Association's work. Outcomes of this work demonstrate that PAVS is involved in the full range of local, regional, and national strategic and operational planning partnerships and that there are appropriate mechanisms in place to engage the sector in the work of those partnerships.

Key pieces of work during the year included:

- leading **Keep Warm Keep Well (KWKW)** in Pembrokeshire - a programme of support established in October 2022 for residents of Pembrokeshire during the cost of living crisis
- representing the third sector on key local and regional partnerships including the Pembrokeshire Public Services Board; Pembrokeshire Community Co-ordination Recovery Group; Healthier Pembrokeshire Strategic & Operational Boards; Regional Partnerships for advocacy, unpaid carers, people living with dementia; Pembrokeshire Partnerships for children & communities, economy, food poverty, age friendly communities, etc
- being actively involved in two national partnerships focused on promoting and supporting community-led action - Resourceful Communities Partnership (Social Care Wales) and Community Movement Cymru (facilitated by Coalfields Regeneration Trust)
- providing third sector responses to consultations, engaging voluntary and community groups and their members in co-designing services, and facilitating the third sector contribution to the development of local and regional plans and strategies including the Pembrokeshire Wellbeing Plan 2023-2028.
- supporting a range of third sector special interest networks and representing the sector on service planning groups at a local and regional level
- disseminating policy & engagement information through e-bulletins, social media, presentations, networks, and online partnership and network events during the year
- working with partners on the collaborative development and delivery of third sector-led preventative and early intervention services to address key issues such as homelessness and food poverty
- using narrative-based approaches to capture people's lived experience and using this quantitative evidence alongside qualitative KPIs to measure outcomes and the impact on individual and community wellbeing

The PAVS Policy & Engagement team continues to facilitate **8 Health & Wellbeing Networks** with a total of around **400 members** across key themes of work including older people, people living with dementia, children & families, bereavement, and unpaid carers. During the period under review, these networks have met regularly online and provided opportunities for third sector organisations to work alongside statutory partners to consider how national strategies can be implemented in a local and regional context, and what role the third sector can play. A full list of these Networks can be found on the PAVS website.

Through these networks, PAVS is able to facilitate collaborative approaches to areas of service innovation and strategy. Examples of this during the year included the HomeShare pilot, managed by Pembrokeshire Care Society; Circles of Support; the launch of Preseli Cares in north-east Pembrokeshire; ongoing work to develop a new model for day opportunities involving third sector providers, the development of an Advocacy Strategy for West Wales, designing a regional online carers information portal, and developing a programme of support to help people through the cost of living crisis.

**Keep Warm Keep Well (KWKW) in Pembrokeshire** was a programme of support established in October 2022 for residents of Pembrokeshire during the cost of living crisis. The programme was delivered through a multi-agency and cross-sector partnership led by PAVS 3rd Sector Health & Wellbeing Facilitator, with a single point of access provided by Pembrokeshire Community Hub. KWKW connected people to local information, support, and services to help them throughout the coldest months of the year. PAVS also arranged for funding to be provided to key delivery partners and administered a grant scheme to develop a network of Warm Welcome Community Spaces. Across Pembrokeshire we saw communities and organisations responding to the crisis offering a range of local solutions including Warm Welcome Community Spaces, hot meals, community activities, plus energy, money, and debt advice.

# PEMBROKESHIRE ASSOCIATION OF VOLUNTARY SERVICES

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

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Key deliverables achieved by the KWKW programme included:

- **Warm Welcome Community Spaces** - 107 warm welcome community spaces established, delivering 1,455 community sessions benefitting 14,989 people, serving 12,772 hot meals, involving 581 volunteers/14,655 volunteer hours
- **Energy & Fuel** - 521 people provided with fuel poverty advice/support, 734 energy vouchers issued, 594 Warm Packs delivered, 260 air fryers distributed - an estimated £12,000 in reduced bills or funding accessed for clients
- **Money Management** - 242 families and 72 individuals in crisis provided with holistic financial support including Debt Relief Orders, income maximisation, budget management, etc
- **Essential Items** - 184 people supported by PAVS Data Bank; 141 families and 160 babies/children supported by the Baby Bank, with 355 items/clothing distributed; 337 pet food donations made, supporting 282 families, and providing 24,471 meals for pets
- **Communication & Information** - 2,072 calls received by the Pembrokeshire Community Hub; 6,259 views of the KWKW webpage; 3,063 views of the Warm Welcome Community Spaces interactive map; 140,692 leaflets delivered to households; 6,188 interactions generated by 33 KWKW campaign posts/ads on social media; 7 Pembrokeshire Community Support Network meetings hosted by PAVS

PAVS coordinated and hosted visits from Rebecca Evans MS, Minister for Finance and Local Government, and Eluned Morgan MS, Minister for Health & Social Services, both keen to hear more about the collaborative approach taken in Pembrokeshire to support people through the cost of living crisis.

During the year, PAVS was awarded UKCRF funding to commission a narrative-based research project to capture people's lived experiences of financial hardship/poverty and their ideas for making things better in future. The findings of the research are being used as the basis for a co-produced plan for tackling poverty in Pembrokeshire, contributing to the development of a **Tackling Poverty Strategy** for the County.

PAVS was awarded funding through the West Wales Carers Development Group to develop a bilingual regional carers online platform. The website supports the provision and accessibility of consistent information, assistance and advice for unpaid carers. PAVS 3rd Sector Health & Wellbeing Facilitator leads this project working closely with two consultants and a Steering Group. Launched in November 2022, the website, Carers Support West Wales, is a one stop shop for carer specific information and has been co-produced with unpaid carers in the region. In addition, PAVS officers have provided significant support for unpaid carers as referenced in the annual report of the West Wales Carers Development Group available on the PAVS website.

PAVS receives funding for three specialist roles within the Policy & Engagement team, namely a Dementia Supportive Communities Development Officer, Community Connector for Children & Families and Preseli Cares Development Officer.

The **Dementia Supportive Communities Development Officer** works with local people, communities, and organisations to develop dementia friendly activities and communities across the County, so that people living with dementia, their families and carers can enjoy the best quality of life possible. The focus of the year under review has been to continue to help people living with dementia and their families/carers to engage with community activities, to involve people living with dementia and their carers in the co-production of services such as the new Young Onset Dementia service, and to launch Dementia Friendly Pembrokeshire, a scheme that local businesses and organisations can sign up to and make a pledge to become dementia friendly. During the period, **24 organisations** (including PAVS) signed up to the scheme.

Key achievements during the year include:

- winning a prestigious national Social Care Accolade award in the category **Supporting People who live with Dementia** - PAVS officers and members of the Living with Dementia Forum attended the award ceremony in Cardiff

# PEMBROKESHIRE ASSOCIATION OF VOLUNTARY SERVICES

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

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- establishing a network of **49 dementia supportive groups** across the County offering at least 4 activities every weekday and 2 every Saturday. A weekly activity list was distributed to a mailing list of over 300 people and all activities uploaded onto **infoengine**, **Dewis Cymru**, and **Connect Pembrokeshire**
- distributing information about services and activities via the Dementia Supportive Communities Network using e-mail, social media, websites, Padlet, post, and at events, with people being signposted to appropriate support agencies and community groups. Key events in the calendar included Dementia Action Week, which included a series of interviews on Pure West Radio in which people shared their lived experiences of dementia (these have been viewed online thousands of times), Carers Week, and Carers Rights Day
- playing a key role in the implementation of the National Dementia Standards in West Wales with PAVS 3rd Sector Health & Wellbeing Facilitator leading Workstream 1: Community Engagement. A **Listening Campaign** in Pembrokeshire heard the views of **91 people** living with dementia or caring for someone with dementia and their feedback has directly influenced the development of the strategy
- facilitating or attending **106 meetings** involving people living with dementia with a total of **437 attendees** - it is this activity that ensures PAVS can continue to provide opportunities for people living with dementia to have a voice

During the period, PAVS has also helped to bring a new day service into Pembrokeshire focused on supporting people with **Young Onset Dementia**. This service was co-produced with people living with dementia and their Carers. This gap was identified by the **Living with Dementia Forum**, facilitated by PAVS.

The **Community Connector for Children & Families** works closely with the Team Around the Family (TAF) based in the Pembrokeshire County Council Children's Services directorate. The main role of the Connector is to work with young people and families referred to the TAF service, helping them to connect with local community-based activities, support groups and third sector services. The Connector also works with TAF colleagues to deliver school holiday activity programmes and other activities.

This year, referrals have increased, possibly due to the impact of the cost of living crisis, referrals coming via the Pembrokeshire Community Hub, and the launch of the Pembrokeshire Family Support Network (PFSN). PFSN is a Local Authority facilitated multi-agency group that aims to provide families with the right support at the right time, provide a quick response to those who need help to access specialist support services and give families the confidence to continue making positive changes independently. The Connector is a key member of this group.

Key achievements during the year include:

- dealing with **207 referrals** (compared to 162 in the previous year) plus 84 Period Poverty referrals - the increase in referrals has presented a significant challenge for the post-holder, who covers the whole of Pembrokeshire
- carrying out home visits to families or leading "walk & talks" which have proved to be a popular way of talking to people about difficult issues
- working with Victim Support to reduce hate crime, raising awareness of the importance of equality & diversity, promoting/developing services to support emotional health & wellbeing, and dealing with the impact of poverty on the lives of young people and their families.
- facilitating quarterly meetings of the **Children & Families Network**, which now has **227 members**
- attending 101 community engagement events across Pembrokeshire and online to promote the support PAVS can offer to families and young people through the Connector role - this has included supporting Warm Welcome Community Spaces over the winter months
- running engagement sessions with local groups as part of the consultation on the Child Poverty Strategy for Wales, submitting feedback to WCVA as part of a national response to Welsh Government

PAVS has representation on the Children & Communities Grant Steering Group to ensure that the third sector continue to be recognised as a key partner in this area of work, particularly in response to the Notice of Motion on child poverty passed by Pembrokeshire County Council. PAVS was invited to join the new multi-agency Poverty Officer Working Group facilitated by PCC, contributing to the development of a Poverty Strategy for Pembrokeshire. This group reports to the Pembrokeshire Public Services Board, and is the group that the 3rd Sector Health & Wellbeing Facilitator at PAVS reports to on the work PAVS took the lead on through the cost of living crisis.

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## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

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The **Preseli Cares Development Officer** started in post in July 2022. Preseli Cares is a project that aims to co-produce solutions to social care issues at a community level, which includes local people, community groups, town and community councils, statutory partners, and private sector businesses.

The 2-year programme is funded by the National Lottery and managed by Cwmpas with two delivery partners - PAVS and Action for Caerau & Ely (ACE). By building activities and services identified by the local communities themselves in north-east Pembrokeshire, Preseli Cares represents an exciting shift away from the traditional model of care.

In the year under review, much has been achieved including:

- Organising an official online launch event followed by two community coffee mornings and marketplace events showcasing local groups and services in Crymych and Newport
- Establishing two project development groups, drawing together local people, community groups and services to map existing services, identify skills & assets, and come up ideas for improving individual and community wellbeing
- Visiting community events and engaging communities in a **Start Something Good** workshop and showcase events, promoting community support and activities
- Creating an online survey which attracted 100 responses, providing a rich database of comments which helped the two project development groups to identify 6 key themes for the project
- Creating Preseli Cares Padlets so that all members of the Development Groups can share posters and information about local events, resources for each workstream, and papers for meetings

In the year under review, PAVS became a member of the **Co-production Network for Wales** and has nominated 5 x Co-production champions across the organisation who will be receiving training to equip them with the resources and skills to share co-production and support their colleagues' learning and practice.

PAVS continued to offer a part-time supported employment opportunity for a Learning Disabilities Champion (Community) until June 2022. The PAVS LD Champion is one of four posts employed through a programme managed by Pembrokeshire County Council to promote and support people with learning disabilities. PAVS LD Champion continued to use the Most Significant Change methodology to collect stories of lived experience from people with learning disabilities, and used his skills in making podcasts and films to create online spaces for people with learning disabilities to connect and share their experiences. The Champion also supported events organised by PAVS. In June 2022, the LD Champion moved on to be hosted by Pembrokeshire People First and to work on the **Assist My Life** project.

In October 2022, Newport Community Forum (the Forum) was successful in appointing a part-time Engagement & Resilience Officer (ERO). The ERO was employed by PAVS on behalf of the Forum and managed by a local steering group. The ERO worked with the Forum on a range of activities linked to the Keep Warm, Keep Well programme being run across the County, in addition to activities put forward by the Forum and local events designed to encourage more people to volunteer in the community. The post came to an end in March 2023.

Funding for this area of work has primarily been provided by the Welsh Government Regional Integration Fund (managed by the Regional Partnership Board); Enhancing Pembrokeshire; Children & Communities Grant (Pembrokeshire County Council); Public Health Wales, National Lottery Community Fund (managed by Cwmpas), Pembrokeshire County Council, and the UK Community Renewal Fund.

### CONNECTED COMMUNITIES

#### **Pembrokeshire Community Hub**

As Pembrokeshire moved into COVID recovery, the Pembrokeshire Community Co-ordination Recovery Group (CCRG) reflected on what had worked well in COVID and should be continued. Following this review, it was agreed that the Pembrokeshire Community Hub should be continued as a key element of community infrastructure. It was

# PEMBROKESHIRE ASSOCIATION OF VOLUNTARY SERVICES

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

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further agreed that PAVS should be the lead delivery partner, setting up and delivering the Hub on behalf of a multi-agency and cross-sector steering group, reporting to the CCRG and other local strategic partnerships. A detailed business plan was drawn up and funding was secured from various sources to set up and launch the Pembrokeshire Community Hub.

During the first quarter of the year under review, a significant amount of work took place to establish the new Hub in PAVS, including installing telephony and IT systems, appointing staff, setting up systems and processes, and preparing a marketing & communication plan. A multi-agency and cross-sector steering group has been established and has met fortnightly during the period under review to provide oversight and direction to the development of the Hub.

The Pembrokeshire Community Hub brings together different elements of existing work, including the Community Connectors, Connect Pembrokeshire, Pembrokeshire Digital Connections, and volunteering, with Volunteering Matters coming on board to support the recruitment of Hub volunteers.

The formal launch of the Pembrokeshire Community Hub (the Hub) took place on 6th June 2022 in the Green Shed at Scolton Manor, with 35 organisations in attendance and 120+ people visiting throughout the day, in addition to representatives from partner organisations.

Since the formal launch, the Hub has become an established single point of contact for people who want information on community support, events, activities, or volunteering opportunities in their local area, working on the basis of the following operating principles: **One Call, That's All and Solutions not Services**. It is a free service and is designed to be easy to access, friendly & approachable, open to all residents in Pembrokeshire (no eligibility criteria) and offers community solutions for all ages.

Based on learning from the pandemic, the Hub has been designed to flex up in any emergency situation that requires a community response. Since being launched, the Hub has acted as the single point of contact for collaborative campaigns including the community element of the support offered to Ukrainian refugees in Pembrokeshire, the cost of living crisis, and the Keep Warm, Keep Well programme. It also acts as the front door for the Community Connector service, offering practical help to people needing some assistance. As was seen during COVID, the Hub has significant potential to be the single point of access for collaborative, multi-agency emergency responses, campaigns, or services.

The Hub uses the Connect Pembrokeshire platform to share information about the role of the Hub, Pembrokeshire-wide campaigns, and community listings (local events and activities). The Connect platform also includes functionality around skills exchanges, community polls, and the design of simple web pages for communities.

Key outputs for the year under review include:

- **3,345 telephone calls and e-mails** received by the Hub - key themes include community activities/social connections, food/finance, benefits, debt advice, care & support options, and digital connectivity
- **1,366 people** registered on Connect Pembrokeshire with 50,827 page views
- **19 web pages** for local groups/communities completed or in development
- **2 leaflets** delivered to every household in Pembrokeshire as part of a co-ordinated marketing campaign including a range of online and offline methods of communication
- **34 community/Hub volunteers** recruited by Volunteering Matters (Hub delivery partner) - **1,325** volunteer hours delivered representing **£14,405** financial benefit

The Hub has proven itself to be an essential element of community infrastructure that has potential to be used as a single point of contact for other areas of work including community-based day opportunities, creative carer breaks, and the use of direct payments to pay for innovative community care solutions.

# PEMBROKESHIRE ASSOCIATION OF VOLUNTARY SERVICES

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

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### Community Connectors

The PAVS Community Connector team continues to play a central role in delivering the Pembrokeshire prevention strategy which sets out a vision to create active, resourceful, connected, sustainable and kind communities.

The Community Connector team of 7 Community Connectors cover each of the 6 Integrated Community Network (ICN) areas established under the Healthier Pembrokeshire Strategic Plan, and link up with GP practices across the County to deliver social prescriptions. One Connector works on a part-time basis within the Community Connector team alongside undertaking a 3-year funded PhD with Health & Care Research Wales to create a national workforce development framework for social prescribers. PAVS has contributed significantly to the development of the national social prescribing framework based on our experience of delivering social prescriptions.

During the period under review, a new social prescribing CRM system - **Elemental** - was installed to allow referrals to come straight through to the Hub via referral agents, including GP surgeries, social workers and health professionals. Work is ongoing through the Primary Care Clusters to link Elemental to GP information systems so that GPs can give people social prescriptions in the same way as pharmaceutical prescriptions.

Connectors work on an outreach basis in their "patches" and are equipped and trained to work remotely from community venues. Their main role is to work on a one-to-one basis with people referred to them via social workers, GPs, or other referral agencies, having a "what matters" conversation, and then connecting those individuals to appropriate community-based activities, groups, and services. The Community Connectors rebranded their leaflet at the end March 2023 to include the new PAVS logo and Community Hub contact details.

The PAVS **Connect IT** programme, launched by the Community Connector team during COVID, has continued to go from strength to strength. This programme supports people to connect digitally with family and friends, participate in online activities, and access services. Digital tablets are loaned out on a 2-month "try before you buy" basis, with a freelance DigiCoach providing wrap-around technical support, setting up the tablets with a mix of standard apps and more specialist apps based on a person's interests, engaging users in online activities, and keeping track of the loan-out tablets.

The Community Hub has registered as a Digital Databank through The Good Things Foundation to help people experiencing **data poverty** to access the internet. As a result, the Hub has been able to offer free data to people who are 18+ and from a low income household, and have no or insufficient access to the internet at home and/or have no insufficient access to the internet away from their home and/or cannot afford their monthly contract or top up. SIM cards were also made available to Ukrainian families through the Foundation's grant application process - these were distributed at local welcome events.

The PAVS **Connect IT** programme is a key element of **Pembrokeshire Digital Connections** - a wider programme of support offered by a range of third and statutory sector partners, including Pembrokeshire County Council and Digital Communities Wales. Feedback on the digital support received through this programme has been very positive, and digital connectivity will continue to be embedded in the Hub and the Community Connector service as a way of supporting independence and improving individual wellbeing. The PAVS Connected Communities Manager sits on the Digital Inclusion Alliance Wales Network and the Regional Digital Inclusion Steering Group facilitated by Hywel Dda Health Board.

The PAVS Connected Communities Manager oversees the operational delivery of the Community Connectors team and also works at a strategic level with statutory partners on developing new service models, including transforming day opportunities, identifying gaps in services, facilitating partnership meetings, such as the Pembrokeshire Hoarding Partnership, and facilitating speed networking events. These events are an effective and popular way of sharing information with third sector and statutory partners.

PAVS also supported the national **Connect Wales** conference held in February 2023 which is facilitated by PAVO (Powys Association of Voluntary Organisations) and PAVS for connectors, navigators, link workers, etc across Wales.

# **PEMBROKESHIRE ASSOCIATION OF VOLUNTARY SERVICES**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023**

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Key achievements during the year include:

- **954 referrals** supported by the Community Connectors
- **1,119 connections** made to community activities/groups/services
- **160 tablets** loaned out to individuals and supported by the DigiCoach
- **184 individuals** helped via the databank including 100 SIM cards for Ukrainian families
- **5 speed networking events** (one face-to-face) attended by around **98 participants**

Funding for the services described above primarily comes from Welsh Government Regional Integration Fund (managed by the Regional Partnership Board), PCC core funding (Directorate of Social Care & Housing), Hywel Dda University Health Board, Primary Care Cluster funds, Public Health Wales, Enhancing Pembrokeshire, and the UK Community Renewal Fund.

### **BUSINESS SERVICES**

The PAVS Business Services team provide financial, HR, health & safety, IT, governance, premises and administrative support for the Association, with specialist HR and IT support being commissioned from external providers.

PAVS has an office base on the High Street in Haverfordwest. The fully accessible ground floor houses the Pembrokeshire Community Hub, offices and meeting rooms used by Citizens Advice Pembrokeshire, together with flexible hot desk space, a reception area, and a meeting room that can be used by third sector organisations. During the year, four third sector organisations were co-located with PAVS - Citizens Advice Pembrokeshire, Advocacy West Wales, Sign & Share, and Volunteering Matters.

The premises continue to be well managed by the PAVS Business Services team who ensure that health & safety requirements are adhered to and that standards required under the Green Dragon Environmental Management Scheme are maintained. Systems are in place to support remote working, and during the year PAVS staff have continued to work on a hybrid basis, in the office, in the community, and at home.

During the year under review, PAVS launched a new logo, brand, and website which have been positively received. Specialist mailings and e-bulletins have been sent out to special interest networks throughout the year. Social media platforms, such as Facebook and Twitter, Padlets and the Connect Pembrokeshire platform are also used to promote PAVS work, disseminate information, and maintain contact with groups, volunteers, partners, funders, etc.

# PEMBROKESHIRE ASSOCIATION OF VOLUNTARY SERVICES

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

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### FINANCIAL REVIEW

#### Financial Position

Total funding received has decreased by £225,597 or 11.6%.

Resources expended during the year (prior to the inclusion of defined pension benefit costs) have increased by £1,034,252 or 64.5%.

The inclusion of defined benefit pension costs of £68,000 (an increase of 1.5% when compared to the previous year) increases total resources expended during the year to £2,706,145 a increase of 62.0% when compared to the previous year. This has resulted in a total net deficit of (£532,224).

The SOFA shows a decrease of £31,389 on unrestricted reserves during the year after transfers and before the actuarial loss on the pension. Excluding the defined benefit pension and designated funds there was an increase in general funds of £37,181.

Unrestricted funds as at 31 March 2023 were £409,080 including designated reserves of £22,185, before recognition of the pension fund surplus of £386,000 under FRS102 accounting for Pension Scheme Assets and Liabilities.

#### Reserves Policy

The Reserves Policy was reviewed and agreed by the Board in March 2023 and is in line with Charity Commission recommended practice. The policy provides a framework for a proactive and dynamic approach to building and utilising reserves in order to achieve the Association's strategic objectives, based on a robust analysis of opportunities, threats, assets and liabilities and an assessment of working capital requirements based on projected income and outgoing resources.

Despite ongoing financial challenges presented by short-term funding, the Board continues to recognise the need to build adequate free reserves for the Association realised through sound management of available resources, making sensible provision for the future and to cover any deficit in funds for activities for which future funding may not be secured.

The reserves target is set on the basis of the reserves policy and takes into account:

- redundancy payments for eligible staff;
- pension strain liability payments for redundant staff aged over 55 years;
- salary in lieu of notice;
- three months' overheads/running costs;
- potential deficit in resources for restricted projects
- core activity that may not be funded in future
- potential risk of funding being reclaimed;
- repair or replacement of assets.

When setting the required minimum level of reserves for 2022-2023, the Board took into account the likelihood of the liabilities becoming due based on financial projections, cashflow forecasts, security of funding, and risk assessments.

The Board also considered the need to build and/or designate reserves to:

- deliver the Association's strategic objectives
- provide sufficient working capital to manage retrospective payments
- expand service delivery to meet the needs of third sector organisations
- invest in new income generating opportunities
- achieve externally accredited quality and environmental standards

Taking these items into account on a managed risk basis, the Association's target level of free reserves in 2022-2023 is set at £225,000.

# **PEMBROKESHIRE ASSOCIATION OF VOLUNTARY SERVICES**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023**

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The requirement of FRS102 to show the pension reserve surplus of £386,000 resulted in the total funds held by the Association being £1,372,987 (2022: £554,211).

The Trustees are aware of the financial risks posed to the Association by the pension fund, particularly in relation to up-front payments for redundant staff aged over 55 years. The Trustees recognise their obligations under the pension auto-enrolment regulations and have complied with the requirements of the Pensions Regulator in this regard. Membership of the LGPS presents an ongoing risk to Association because of pension strain liability payments that may become due in the event of redundancy. The matter is kept under close review.

Total reserves at year end were £1,372,987, of which £577,907 related to restricted funds which are earmarked for specific projects (see note 19) and £386,000 in respect of the pension deficit (see note 20). This leaves £409,080 in unrestricted funds, of which £22,185 relates to designated funds, £710 relates to fixed assets leaving £386,185 as free reserves. This exceeds the target of free reserves of £225,000 by £161,185. The trustees consider that in the prevailing climate of economic and political uncertainty which has triggered the current cost of living crisis, it is appropriate to hold reserves in excess of the target at this time. The Trustees will also consider releasing free reserves to help the Association achieve its strategic objectives.

### **Going Concern**

The Trustees are of the view that the actions being implemented and those that are planned to be taken are sufficient to secure the future of the Association in the longer term. Many funders still remain unable or unwilling to commit to funding agreements of more than one year in duration and this makes it difficult to plan for the future.

However, it is pleasing to report that our relationship with Welsh Government through the Third Sector Support Wales partnership agreement remains strong, resulting in a 3-year funding agreement from 2022-2025, albeit with flat-lined funding.

The Welsh Government Regional Integration Fund (RIF) offers funding on a multi-year basis - 2 years for new projects (under the Accelerated Fund) and 3 years for existing programmes (under the Embedded Fund). PAVS has secured RIF funding for a programme of work entitled Connecting with Strong Communities, which includes a number of projects led by PAVS. Work is being undertaken with the Regional Partnership Board to plan future funding over the next 4 years.

Over the years, PAVS has developed a positive and constructive working relationship with statutory partners. This relationship will stand the Association in good stead in terms of securing ongoing funding for elements of work funded from statutory grants. Funding for restricted projects has been confirmed for 2023-2024 and PAVS has a good reputation for grant administration, managing funds, and taking the lead on third sector collaborative delivery partnerships. This provides a solid foundation for future income generation.

During the year, PAVS has continued to work with CAVS (Carmarthenshire Association of Voluntary Services) and CAVO (Ceredigion Association of Voluntary Organisations) to establish a social enterprise trading arm, jointly owned by the three CVCs. Galluogi 3 Cyf/Enable 3 Ltd was registered as a company limited by guarantee on 2nd November 2022. A Board has been established and work is ongoing to set up the company as a trading arm and develop a business plan. The purpose of the regional entity is to generate unrestricted income for the three member CVCs.

PAVS strategic plan includes a key objective around developing stronger relationships with the private sector with a view to earning unrestricted income through offering a range of chargeable services including grant administration, support for employer-supported volunteering, delivering corporate social responsibility, and community engagement.

The Board receives financial updates at each of its meetings including quarterly management accounts, reports on progress towards achieving a balanced budget at year end, and plans for securing future funding. Actions taken include making funding bids; securing contracts; increasing income generation and controlling operating costs.

# **PEMBROKESHIRE ASSOCIATION OF VOLUNTARY SERVICES**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023**

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Risks are identified and raised in Board papers for discussion and agreement on appropriate mitigation or avoidance measures to be taken. The Association continues to work extremely closely with its funding partners, members and stakeholders at a local, regional and national level to sustain and, where possible, increase current funding levels.

On this basis, the assessment of the Trustees is that the Charity remains a going concern.

### **FUTURE PLANS**

PAVS remains committed to securing sufficient resources to continue to deliver the full range of volunteering, funding, development, representation, and engagement services to meet the needs of voluntary and community groups, social enterprises and volunteers in Pembrokeshire. The Association is also committed to embedding the Pembrokeshire Community Hub and continuing the Community Connector service to improve individual and community wellbeing.

Specific plans for the future include:

- Developing a delivery plan for PAVS 5-year strategy supported by a succession plan for key senior posts within the Association
- Establishing Galluogi3/Enable3 as a viable social enterprise, working with a network of associates to generate surpluses that can provide a level of unrestricted income for the West Wales CVCs
- Building effective relationships with an increased number of private sector organisations, statutory partners and funders for the benefit of the Pembrokeshire third sector
- Continuing to work with partners to embed the Pembrokeshire Community Hub within the third sector, with a planned programme of outreach provision and a network of active Hub volunteers
- Encouraging and supporting more people to volunteer - both formally and informally
- Contributing to the development of social enterprises and third-sector led services that improve individual and community well-being
- Working with partners to measure social value and the outcomes and impact of community-led action, and build an evidence base for investment in preventative community action

### **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.

The organisation is a registered charity, registered on 5 July 1997, and also a company limited by guarantee, incorporated on 1 April 1997. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up, members are required to contribute an amount not exceeding £10.

# **PEMBROKESHIRE ASSOCIATION OF VOLUNTARY SERVICES**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023**

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### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### **Recruitment and appointment of new trustees**

The Board of Trustees, which can number up to 10 members in total, governs the Association. A Pembrokeshire County Council nominated representative sits as an adviser to the Board. The full Board meets every 6-8 weeks in accordance with a forward work programme published for the year.

The Trustees constitute Directors of the charity for the purposes of the Companies Act 2006 and Trustees of the charity for the purposes of the Charities Act 2011, and under the Company's Articles are known as members of the Board of Trustees. Trustees are elected at the Annual General Meeting of the Association or appointed soon after by the Board. The number of Trustees for the Association may not be less than three and shall not be more than ten. Seven Trustees are nominated and elected by the membership of the Association - each member organisation having a named representative, allowing one vote per full member organisation. Three Trustees are appointed by the Board through an open and competitive recruitment process to the posts of Chair, Vice-Chair and Trustee with Special Responsibility (TSR) for Finance.

One third of elected and appointed Trustees will retire from office at each Annual General Meeting, with retirement by rotation according to length of office. Where Trustees were elected at the same time, retirement may be determined amongst them, or by lot. If vacancies created by retiring Trustees cannot be filled, those Trustees may, if willing, be deemed to have been re-appointed, unless the meeting resolves not to fill the vacancy, or unless a resolution for the reappointment of the Trustee is put to the meeting and lost. Trustees also have the power to appoint further members to the Board of Trustees during the year provided that the total number of trustees does not exceed ten.

During the year, the elected Board members appointed Claire Incedon as Vice Chair and Jayne Tucker as Trustee with Special Responsibility for Finance. The PAVS Chair, Charles Carter, has announced his intention to retire at the next AGM in October 2023 and a recruitment process has been started to find his successor. PAVS is extremely grateful to all Board members for their hard work and commitment to the Association during the year under review.

#### **Induction and Training of New Trustees**

New Trustees undergo an induction session to brief them on their legal obligations under charity and company law; the content of the Memorandum and Articles of Association; the Board and decision making processes; the business plan and recent financial performance of the charity. During the induction process new Trustees meet key employees and other trustees. Trustees are encouraged to attend appropriate training events where these will facilitate their role.

#### **Appointment of key management personnel**

A Chief Officer is appointed by the Trustees to manage the day-to-day operations of the charity. To facilitate effective operations, the Chief Officer has delegated authority, within terms of delegation approved by the Trustees, for operational matters including finance, employment, and contractual agreements with funders.

A Business Operations Manager is appointed by the Board and Chief Officer to provide senior management support to the Chief Officer and to act as Governance Officer to the Board.

During the year under review, the National Joint Council (NJC) negotiated an uplift in pay scales which the PAVS Board considered to be unaffordable and a risk to the long-term sustainability of the Association. As a result, the Board took the decision to move away from the NJC pay scales and make their own salary decisions, awarding a one-off payment to staff in the year under review and agreeing a 5% salary uplift in 2023-2024. Agreements have been reached with funders to cover the increased salary costs on restricted projects. The Board will continue to monitor NJC salary agreements and keep PAVS salary scales under review.

# **PEMBROKESHIRE ASSOCIATION OF VOLUNTARY SERVICES**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023**

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### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### **Related parties**

The Association has a close relationship with its members (from whom the majority of the Trustees are drawn). This relationship is not exclusive, and non-member organisations of the voluntary sector are able to access PAVS' services.

In addition, there is a strong relationship with Pembrokeshire County Council (PCC) and Hywel Dda University Health Board (HDUHB), together with other statutory agencies, in order to further the interests of the third sector, and to ensure that opportunities for joint working and collaborative ventures are maximised.

The Welsh Government (WG); Third Sector Support Wales (Wales Council for Voluntary Action and County Voluntary Councils in Wales); West Wales Regional Partnership Board; PLANED (Pembrokeshire Local Action Network for Enterprise & Development); Public Health Wales; South Hook LNG; Bluestone Community Foundation and Building Communities Trust are also significant partners in PAVS' work, with increasing emphasis on a regional and collaborative approach to the provision of services to the sector.

PAVS has an established working relationship with the County Voluntary Councils (CVCs) in Ceredigion (CAVO) and Carmarthenshire (CAVS). CVC officers work collaboratively to ensure there is third sector representation on regional partnerships including health, social care & well-being; safeguarding; learning & skills; economic development and community safety.

#### **Risk management**

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. The major risks to which the charity is exposed, as identified by the Trustees, are monitored closely by the Board who identify and agree mitigating actions.

The Welsh Government commitment to a 3-year TSSW core funding agreement from 2022-2025 provides a degree of assurance for the future. The Board has noted the risk that this funding will be flat-lined for the period of the funding agreement and will not keep pace with rising salary costs and inflationary pressures.

The Regional Integration Fund (RIF) is a significant funder for PAVS. The fund requires increasing levels of match funding across the years of the programme, rising to a maximum of 50%. This presents a potential risk to a number of the restricted projects delivered by PAVS. To mitigate this risk, PAVS is continuing to work with partners to secure ongoing funding and match funding for work around community-led preventions, care and wellbeing.

PAVS continues to make every effort to secure additional funding, generate income and reduce overhead costs in order to provide enhanced volunteering support and maintain/expand delivery of funding, governance, organisational development, engagement, and connected communities services. Actions include making appropriate funding applications; bidding for contracts where these do not conflict with member interests; renting out meeting rooms and office space within the PAVS building; offering chargeable services; providing project management for third sector consortia; and continually reviewing contracts to ensure best value is achieved.

Other high areas of risk include losing experienced staff due to funding uncertainties/retirement; excessively high workloads for key staff; the cost of pension liabilities for staff aged over 55 years, and the financial and operational challenge of meeting the demands of legislative and best practice standards. The Board has started to consider issues of succession planning as the Chair is due to retire in October 2023 and the Chief Officer plans to retire in August 2024.

The Association has a comprehensive set of Financial Regulations which include the Finance Policy; Financial Management Controls & Procedures; Schedule of Delegated Financial Authority; Reserves Policy; Procurement Policy and Bribery & Fraud Policy.

# PEMBROKESHIRE ASSOCIATION OF VOLUNTARY SERVICES

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

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### STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of Pembrokehire Association of Voluntary Services for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.


In so far as the trustees are aware:

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

### AUDITORS

The auditors, Clay Shaw Butler Limited, will be proposed for re-appointment at the forthcoming Annual General Meeting.

Approved by order of the board of trustees on 22.9.2023 and signed on its behalf by:

  
.....  
S J Leonard - Secretary

# REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF PEMBROKESHIRE ASSOCIATION OF VOLUNTARY SERVICES

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## **Opinion**

We have audited the financial statements of Pembrokeshire Association of Voluntary Services (the 'charitable company') for the year ended 31 March 2023 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2023 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

## **Basis for opinion**

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

## **Conclusions relating to going concern**

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

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

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

## **Other information**

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

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

## **Opinions on other matters prescribed by the Companies Act 2006**

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

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

# **REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF PEMBROKESHIRE ASSOCIATION OF VOLUNTARY SERVICES**

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## **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

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

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

## **Responsibilities of trustees**

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

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

# REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF PEMBROKESHIRE ASSOCIATION OF VOLUNTARY SERVICES

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## **Our responsibilities for the audit of the financial statements**

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

The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

## **Extent to which the audit was considered capable of detecting irregularities, including fraud**

We identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and then design and perform audit procedures responsive to those risks, including obtaining audit evidence that is sufficient and appropriate to provide a basis for our opinion.

## **Identifying and assessing potential risks related to irregularities**

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, we considered the following:

- the nature of the industry and sector, control environment and business performance including the design of the Charity's remuneration policies and performance targets;
- results of our enquiries of management about their own identification and assessment of the risks of irregularities
- any matters we identified having obtained and reviewed the Charity's documentation of their policies and procedures relating to:
  - identifying, evaluating and complying with laws and regulations and whether they were aware of any instances of noncompliance;
  - detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected or alleged fraud;
  - the internal controls established to mitigate risks of fraud or non-compliance with laws and regulations;
- the matters discussed among the audit engagement team regarding how and where fraud might occur in the financial statements and any potential indicators of fraud.

As a result of these procedures, we considered the opportunities and incentives that may exist within the organisation for fraud and identified the greatest potential for fraud in relation to revenue recognition. In common with all audits under ISAs (UK), we are also required to perform specific procedures to respond to the risk of management override.

We also obtained an understanding of the legal and regulatory frameworks that the Charity operates in, focusing on provisions of those laws and regulations that had a direct effect on the determination of material amounts and disclosures in the financial statements. The key laws and regulations we considered in this context included the Charities Act 2011 and Companies Act 2006.

In addition, we considered provisions of other laws and regulations that do not have a direct effect on the financial statements but compliance with which may be fundamental to the Charity's ability to operate or to avoid a material penalty. These included compliance with Health and Safety legislation, Employment legislation and Data protection laws (including General Data Protection Regulation (GDPR)).

## **Audit response to risks identified**

As a result of performing the above, we identified revenue recognition as a key audit matter related to the potential risk of fraud.

Our procedures to respond to risks identified included the following:

- reviewing the financial statement disclosures and testing to supporting documentation to assess compliance with provisions of relevant laws and regulations described as having a direct effect on the financial statements;
- carrying out walkthrough, transaction testing or proof in total on all material income and expenditure streams;
- enquiring of management concerning actual and potential litigation and claims;

# REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF PEMBROKESHIRE ASSOCIATION OF VOLUNTARY SERVICES

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performing analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud;

- reading minutes of meetings of those charged with governance and the senior management team;
- In addressing the risk of fraud through management override of controls, testing the appropriateness of journal entries and other adjustments; assessing whether the judgements made in making accounting estimates are indicative of a potential bias; and evaluating the business rationale of any significant transactions that are unusual or outside the normal course of business.

We also communicated relevant identified laws, regulations, and potential fraud risks to all engagement team members and remained alert to any indications of fraud or noncompliance with laws and regulations throughout the audit.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our Report of the Independent Auditors.

## Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



Mark Jones BSc FCA (Senior Statutory Auditor)  
for and on behalf of Clay Shaw Butler Limited  
Statutory Auditors and Chartered Accountants  
24 Lammas Street  
Carmarthen  
Carmarthenshire  
SA31 3AL

Date: .....13/10/2023.....

**PEMBROKESHIRE ASSOCIATION OF VOLUNTARY SERVICES**

**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 £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	2	700	791	1,491	32
<b>Charitable activities</b>					
Third Sector Support	5	227,585	97,267	324,852	451,016
Connected Communities		-	498,680	498,680	314,783
Policy & Engagement		-	364,811	364,811	243,285
Grants for Distribution		-	936,074	936,074	895,324
Other trading activities	3	40,106	5,645	45,751	43,884
Investment income	4	<u>2,262</u>	<u>-</u>	<u>2,262</u>	<u>-</u>
<b>Total</b>		<u>270,653</u>	<u>1,903,268</u>	<u>2,173,921</u>	<u>1,948,324</u>
<b>EXPENDITURE ON</b>					
Raising funds	6	(505)	-	(505)	-
<b>Charitable activities</b>					
Third Sector Support	7	193,598	104,506	298,104	305,685
Connected Communities		88,728	523,624	612,352	272,775
Policy & Engagement		81,030	391,240	472,270	243,072
Grants for Distribution		-	1,255,924	1,255,924	782,361
Other		<u>68,000</u>	<u>-</u>	<u>68,000</u>	<u>67,000</u>
<b>Total</b>		<u>430,851</u>	<u>2,275,294</u>	<u>2,706,145</u>	<u>1,670,893</u>
<b>NET INCOME/(EXPENDITURE)</b>					
Transfers between funds	19	(160,198)	(372,026)	(532,224)	277,431
Other recognised gains/(losses)		128,809	(128,809)	-	-
Actuarial gains on defined benefit schemes		<u>1,351,000</u>	<u>-</u>	<u>1,351,000</u>	<u>268,000</u>
<b>Net movement in funds</b>		1,319,611	(500,835)	818,776	545,431
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		(524,531)	1,078,742	554,211	8,780
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u>795,080</u>	<u>577,907</u>	<u>1,372,987</u>	<u>554,211</u>

The notes form part of these financial statements


**PEMBROKESHIRE ASSOCIATION OF VOLUNTARY SERVICES**

**BALANCE SHEET  
31 MARCH 2023**

	Notes	Unrestricted funds £	Restricted funds £	31.3.23 Total funds £	31.3.22 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	14	710	2,174	2,884	15,718
<b>CURRENT ASSETS</b>					
Stocks	15	73	-	73	7
Debtors	16	16,779	453,942	470,721	471,670
Cash at bank and in hand		<u>440,270</u>	<u>361,051</u>	<u>801,321</u>	<u>1,160,365</u>
		457,122	814,993	1,272,115	1,632,042
<b>CREDITORS</b>					
Amounts falling due within one year	17	(48,752)	(239,260)	(288,012)	(196,549)
<b>NET CURRENT ASSETS</b>		<u>408,370</u>	<u>575,733</u>	<u>984,103</u>	<u>1,435,493</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		409,080	577,907	986,987	1,451,211
<b>PENSION ASSET/(LIABILITY)</b>	20	386,000	-	386,000	(897,000)
<b>NET ASSETS</b>		<u>795,080</u>	<u>577,907</u>	<u>1,372,987</u>	<u>554,211</u>
<b>FUNDS</b>	19				
Unrestricted funds				795,080	(524,531)
Restricted funds				<u>577,907</u>	<u>1,078,742</u>
<b>TOTAL FUNDS</b>				<u>1,372,987</u>	<u>554,211</u>

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 22 September 2023 and were signed on its behalf by:

  
.....  
C Carter - Trustee

The notes form part of these financial statements

# PEMBROKESHIRE ASSOCIATION OF VOLUNTARY SERVICES

## CASH FLOW STATEMENT FOR THE YEAR ENDED 31 MARCH 2023

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	Notes	31.3.23 £	31.3.22 £
<b>Cash flows from operating activities</b>			
Cash generated from operations	1	<u>(361,306)</u>	<u>507,082</u>
Net cash (used in)/provided by operating activities		<u>(361,306)</u>	<u>507,082</u>
<b>Cash flows from investing activities</b>			
Purchase of tangible fixed assets		-	(8,653)
Interest received		<u>2,262</u>	<u>-</u>
Net cash provided by/(used in) investing activities		<u>2,262</u>	<u>(8,653)</u>
<b>Change in cash and cash equivalents in the reporting period</b>			
		(359,044)	498,429
<b>Cash and cash equivalents at the beginning of the reporting period</b>		<u>1,160,365</u>	<u>661,936</u>
<b>Cash and cash equivalents at the end of the reporting period</b>		<u>801,321</u>	<u>1,160,365</u>

The notes form part of these financial statements

**PEMBROKESHIRE ASSOCIATION OF VOLUNTARY SERVICES**

**NOTES TO THE CASH FLOW STATEMENT FOR THE YEAR ENDED 31 MARCH 2023**

<b>1. RECONCILIATION OF NET (EXPENDITURE)/INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES</b>			
		31.3.23	31.3.22
		£	£
<b>Net (expenditure)/income for the reporting period (as per the Statement of Financial Activities)</b>		(532,224)	277,431
<b>Adjustments for:</b>			
Depreciation charges		12,834	12,834
Interest received		(2,262)	-
(Increase)/decrease in stocks		(66)	380
Decrease in debtors		949	206,854
Increase/(decrease) in creditors		91,463	(57,417)
Difference between pension charge and cash contributions		<u>68,000</u>	<u>67,000</u>
<b>Net cash (used in)/provided by operations</b>		<u>(361,306)</u>	<u>507,082</u>
<b>2. ANALYSIS OF CHANGES IN NET FUNDS</b>			
	At 1.4.22	Cash flow	At 31.3.23
	£	£	£
<b>Net cash</b>			
Cash at bank and in hand	<u>1,160,365</u>	<u>(359,044)</u>	<u>801,321</u>
	<u>1,160,365</u>	<u>(359,044)</u>	<u>801,321</u>
<b>Total</b>	<u>1,160,365</u>	<u>(359,044)</u>	<u>801,321</u>

The notes form part of these financial statements

# **PEMBROKESHIRE ASSOCIATION OF VOLUNTARY SERVICES**

## **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023**

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### **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.

Pembrokeshire Association of Voluntary Services meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction values unless otherwise stated in the relevant accounting policy note(s).

#### **INCOME**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

#### **EXPENDITURE**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

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.

#### **ALLOCATION AND APPORTIONMENT OF COSTS**

The Association used a flat-rate methodology to calculate apportionment of indirect costs to funds. At the start of each financial year, the Association agrees a fair rate for premises and overheads per full-time equivalent post (37 hours per week). This rate is then consistently applied across the activities delivered by the Association, with costs being calculated on a pro-rata basis for part-time employees.

All other support costs have been allocated to activities in proportion to the direct gross salary costs incurred for staff working on those activities.

#### **TANGIBLE FIXED ASSETS**

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

Fixtures and fittings	- 15% on cost
Computer equipment	- 33.33% on cost and 25% on cost

The classification of fixed asset is determined by the value of the purchase. Any item of equipment with a value greater than £1,000 is capitalised. Impairment reviews are carried out when necessary.

#### **STOCKS**

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

# PEMBROKESHIRE ASSOCIATION OF VOLUNTARY SERVICES

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2023

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### 1. ACCOUNTING POLICIES - continued

#### 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.

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 charity operates a defined benefit scheme for its eligible employees as part of the Dyfed Local Authority Pension Fund. The assets of the scheme are held separately from those of the charity. Pension costs are assessed in accordance with actuarial advice and based on the most recent actuaries valuation of the scheme, which was last carried out on 31 March 2022. These costs are accounted for on the basis of charging the cost of providing pensions over the period during which the charity benefits from employee's services.

The pension cost for the year ended 31 March 2023 is based on the result of the actuarial valuation of the scheme as at 31 March 2022 using the assumptions as per note 18.

The charity has opened a defined contribution scheme for new employees. The assets of the scheme are held in a NEST independently managed scheme. Contributions payable to the NEST scheme are charged to the Statement of Financial Activities in the period to which they relate.

### 2. DONATIONS AND LEGACIES

	31.3.23	31.3.22
	£	£
Donations	<u>1,491</u>	<u>32</u>

### 3. OTHER TRADING ACTIVITIES

	31.3.23	31.3.22
	£	£
Membership income	3,480	3,955
Service contracts and training	9,640	18,225
Premises room hire	21,503	18,985
Salary related payments	5,483	2,719
County show income	<u>5,645</u>	<u>-</u>
	<u>45,751</u>	<u>43,884</u>

**PEMBROKESHIRE ASSOCIATION OF VOLUNTARY SERVICES**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2023**

<b>4. INVESTMENT INCOME</b>		31.3.23	31.3.22
		£	£
Deposit account interest		<u>2,262</u>	<u>-</u>
<b>5. INCOME FROM CHARITABLE ACTIVITIES</b>		31.3.23	31.3.22
		£	£
Grants	Activity		
	Third Sector Support	201,526	366,844
SLA income	Third Sector Support	80,192	84,172
Carers online platform	Third Sector Support	43,134	-
Grants	Connected Communities	172,909	148,799
SLA income	Connected Communities	325,771	165,984
Grants	Policy & Engagement	174,513	31,479
SLA income	Policy & Engagement	190,298	211,806
Grants	Grants for Distribution	-	4,418
Grants for distribution	Grants for Distribution	<u>936,074</u>	<u>890,906</u>
		<u>2,124,417</u>	<u>1,904,408</u>

Grants received, included in the above, are as follows:

		31.3.23	31.3.22
		£	£
Core support (PCC)		16,244	16,245
Core Support (WCVA)		194,046	169,854
Catalysts for Care (LEADER)		-	25,676
Community Connectors (PCC)		63,000	63,000
Various funders		150	-
Community Connectors Digital Equipment (WWCP/PCC)		-	8,500
Volunteering Awards (South Hook LNG)		2,350	2,653
Winter Pressures (WCVA)		-	29,500
Community Volunteering Development Officer Funding (WG)		-	11,500
Social Care Worker Scheme (WG)		-	6,256
Connect Platform (PCC)		-	11,729
North Cluster Dementia Support (H DUHB)		-	2,500
Above and Beyond Awards (WWCP/PCC)		-	6,000
UK Community Renewal Fund (UK Government)		(23,909)	166,062
Enhancing Pembrokeshire Grant (PCC)		19,759	32,065
National Lottery Community Fund		32,163	-
Keep Warm Keep Well (PCC)		167,350	-
Community Hubs/Spokes (PCC)		58,000	-
Ukraine Community Events (PCC)		5,000	-
Kickstart Scheme (PCC)		7,196	-
RCP training grant (SCW)		3,599	-
Dementia Supportive Communities (PCC)		2,000	-
Together 4 Change Evaluation (H DUHB)		<u>2,000</u>	<u>-</u>
		<u>548,948</u>	<u>551,540</u>

# PEMBROKESHIRE ASSOCIATION OF VOLUNTARY SERVICES

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2023

### 5. INCOME FROM CHARITABLE ACTIVITIES - continued

Grants/funds for distribution:

	2023 £	2022 £
PIVOT Service (WG RIF)	326,392	194,180
PIVOT Care & Repair Adaptations (WG DCP capital)	19,396	-
PIVOT Home From Hospital (H DUHB)	20,000	20,000
GwirVol Youth Led Grants (WCVA)	6,650	6,650
LD Innovation Fund (WG RIF)	50,000	-
Loneliness and Social Isolation Grant (WG/PCC)	22,727	22,727
Hubberston & Hakin Invest Local (National Lottery/BCT)	144,884	-
SCAF Grant Funding (WG RIF)	25,000	-
Keep Warm Keep Well Grant Funding (PCC)	150,000	-
Food Poverty Grant Funding (PCC)	5,973	-
Ukraine Community Support Grant (PCC)	10,000	-
Living Well and Community Spaces (PCC)	80,000	-
Small Grants for Carer Support Groups (PCC)	17,500	15,750
Outdoor Connections Capital Grant (WG DCP capital)	57,552	40,000
Community Fund (Bluestone Foundation)	-	1,216
Regional Carers Support Innovation Fund (WWCP/PCC)	-	77,868
Caring Communities Innovation Grants (ICF)	-	25,000
Regional LD Innovation Fund (WWCP/PCC)	-	100,000
Winter Pressure Grant Funding (WCVA)	-	34,000
UK Community Renewal Fund (UK Government)	-	341,315
Saundersfoot Participatory Budget (WG/Community Council/Spar)	-	12,200
	<u>926,074</u>	<u>890,906</u>

Key:

BCT	Building Communities Trust
H DUHB	Hywel Dda University Health Board
ICF	Integrated Care Fund
LD	Learning Disabilities
PCC	Pembrokeshire County Council
RIF	Regional Integration Fund
WG	Welsh Government
WWCP	West Wales Care Partnership

**PEMBROKESHIRE ASSOCIATION OF VOLUNTARY SERVICES**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2023**

**6. RAISING FUNDS**

**OTHER TRADING ACTIVITIES**

	31.3.23	31.3.22
	£	£
Bad debts	<u>(505)</u>	<u>-</u>

**7. CHARITABLE ACTIVITIES COSTS**

	Direct Costs £	Grant funding of activities (see note 8) £	Support costs (see note 9) £	Totals £
Third Sector Support	208,488	21,367	68,249	298,104
Connected Communities	490,527	22,089	99,736	612,352
Policy & Engagement	270,441	140,350	61,479	472,270
Grants for Distribution	<u>59,881</u>	<u>1,196,043</u>	<u>-</u>	<u>1,255,924</u>
	<u>1,029,337</u>	<u>1,379,849</u>	<u>229,464</u>	<u>2,638,650</u>

**8. GRANTS PAYABLE**

	31.3.23	31.3.22
	£	£
Third Sector Support	21,367	40,688
Connected Communities	22,089	-
Policy & Engagement	140,350	-
Grants for Distribution	<u>1,196,043</u>	<u>692,905</u>
	<u>1,379,849</u>	<u>733,593</u>

Please see note 23 for full details of the grants awarded in the year.

**PEMBROKESHIRE ASSOCIATION OF VOLUNTARY SERVICES**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2023**

**9. SUPPORT COSTS**

	Management	Governance	Totals
	£	costs £	£
Third Sector Support	58,705	9,544	68,249
Connected Communities	84,043	15,693	99,736
Policy & Engagement	<u>51,937</u>	<u>9,542</u>	<u>61,479</u>
	<u>194,685</u>	<u>34,779</u>	<u>229,464</u>

Support costs have been allocated to activities firstly in line with the flat-rate calculation agreed with funders. Any remaining support costs are allocated to activities in proportion to the direct gross salary costs incurred for staff working on those activities.

**10. NET INCOME/(EXPENDITURE)**

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

	31.3.23	31.3.22
	£	£
Auditors' remuneration	9,600	9,601
Depreciation - owned assets	<u>12,834</u>	<u>12,834</u>

**11. 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.

**12. STAFF COSTS**

	31.3.23	31.3.22
	£	£
Wages and salaries	674,158	526,185
Social security costs	64,913	46,882
Other pension costs	<u>67,333</u>	<u>62,904</u>
	<u>806,404</u>	<u>635,971</u>

The total key management personnel remuneration benefits paid during the year were £92,082, this includes gross salaries, employers national insurance and employer pension contributions.

# PEMBROKESHIRE ASSOCIATION OF VOLUNTARY SERVICES

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2023

### 12. STAFF COSTS - continued

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

	31.3.23	31.3.22
Third Sector Support	7	8
Policy & Engagement	5	4
Connected Communities	10	6
Business Services	4	4
	<u>26</u>	<u>22</u>

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

A number of staff work on a part-time basis, the full-time equivalent is 22.4 i.e. Third Sector Support 4.8, Policy & Engagement 4.9, Connected Communities 9.1 and Business Services 3.6 (2021: 19.5 i.e. Third Sector Support 6.3, Policy & Engagement 3.7, Connected Communities 6.0 and Business Services 3.5)

### 13. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	27	5	32
<b>Charitable activities</b>			
Third Sector Support	214,515	236,501	451,016
Connected Communities	-	314,783	314,783
Policy & Engagement	-	243,285	243,285
Grants for Distribution	-	895,324	895,324
Other trading activities	<u>43,884</u>	<u>-</u>	<u>43,884</u>
<b>Total</b>	<u>258,426</u>	<u>1,689,898</u>	<u>1,948,324</u>
<b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
Third Sector Support	170,783	134,902	305,685
Connected Communities	45,249	227,526	272,775
Policy & Engagement	75,533	167,539	243,072
Grants for Distribution	56,303	726,058	782,361
Core	-	-	-
Other	<u>67,000</u>	<u>-</u>	<u>67,000</u>
<b>Total</b>	<u>414,868</u>	<u>1,256,025</u>	<u>1,670,893</u>
<b>NET INCOME/(EXPENDITURE)</b>	(156,442)	433,873	277,431
<b>Transfers between funds</b>	102,300	(102,300)	-
<b>Other recognised gains/(losses)</b>			

**PEMBROKESHIRE ASSOCIATION OF VOLUNTARY SERVICES**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2023**

<b>13. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued</b>			
	Unrestricted funds £	Restricted funds £	Total funds £
Actuarial gains on defined benefit schemes	<u>268,000</u>	<u>-</u>	<u>268,000</u>
<b>Net movement in funds</b>	213,858	331,573	545,431
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward	(738,393)	747,173	8,780
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u>(524,535)</u>	<u>1,078,746</u>	<u>554,211</u>
<b>14. TANGIBLE FIXED ASSETS</b>			
	Fixtures and fittings £	Computer equipment £	Totals £
<b>COST</b>			
At 1 April 2022 and 31 March 2023	<u>28,074</u>	<u>42,046</u>	<u>70,120</u>
<b>DEPRECIATION</b>			
At 1 April 2022	28,074	26,328	54,402
Charge for year	<u>-</u>	<u>12,834</u>	<u>12,834</u>
At 31 March 2023	<u>28,074</u>	<u>39,162</u>	<u>67,236</u>
<b>NET BOOK VALUE</b>			
At 31 March 2023	<u>-</u>	<u>2,884</u>	<u>2,884</u>
At 31 March 2022	<u>-</u>	<u>15,718</u>	<u>15,718</u>
<b>15. STOCKS</b>			
		31.3.23 £	31.3.22 £
Stocks		<u>73</u>	<u>7</u>

**PEMBROKESHIRE ASSOCIATION OF VOLUNTARY SERVICES**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2023**

<b>16. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>	31.3.23	31.3.22
	£	£
Trade debtors	4,550	134,735
Grant debtor	457,375	322,946
Prepayments	<u>8,796</u>	<u>13,989</u>
	<u>470,721</u>	<u>471,670</u>
 <b>17. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>	 31.3.23	 31.3.22
	£	£
Trade creditors	144,544	18,026
Other creditors	1,315	1,689
Deferred income	12,566	55,700
Accrued expenses	<u>129,587</u>	<u>121,134</u>
	<u>288,012</u>	<u>196,549</u>
 <b>18. LEASING AGREEMENTS</b>		
Minimum lease payments under non-cancellable operating leases fall due as follows:		
	31.3.23	31.3.22
	£	£
Within one year	35,413	35,413
Between one and five years	115,587	139,079
In more than five years	<u>-</u>	<u>11,337</u>
	<u>151,000</u>	<u>185,829</u>

£147,377 of the above commitment relate to a property lease.

**PEMBROKESHIRE ASSOCIATION OF VOLUNTARY SERVICES**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2023**

**19. MOVEMENT IN FUNDS**

	At 1.4.22 £	Net movement in funds £	Transfers between funds £	At 31.3.23 £
<b>Unrestricted funds</b>				
General fund	349,714	(91,628)	128,809	386,895
Designated fund - Regional Entity fund	17,255	(570)	-	16,685
Designated fund - Children & Families fund	5,500	-	-	5,500
Defined benefit pension	<u>(897,000)</u>	<u>1,283,000</u>	<u>-</u>	<u>386,000</u>
	(524,531)	1,190,802	128,809	795,080
<b>Restricted funds</b>				
Other Project Funds	8,634	(6,647)	18,986	20,973
Catalysts for Care	13,291	(11,967)	12,464	13,788
Community Connectors	42,896	20,696	(18,266)	45,326
Health and Well-being Facilitator	4,360	6,530	(5,544)	5,346
Connect Pembrokeshire	37,409	4,874	(4,874)	37,409
Children & Families Connector	6,485	2,078	(4,872)	3,691
Invest Local Hubberston & Hakin Connector+	84,118	32,934	(27,257)	89,795
Dementia Supportive Communities	3,052	-	(3,052)	-
PIVOT/preventions	35,704	4,872	(4,872)	35,704
Regional Carers Support Innovation Fund	92,874	13,967	(12,681)	94,160
GwirVol Youth Led Grant	54,418	3,650	(3,650)	54,418
Local Action Hubs	-	310	(310)	-
Local Action Hubs	1,890	-	(1,890)	-
Bluestone Foundation Community Fund	1,216	-	-	1,216
Hubberston & Hakin Development Officer	-	(18,902)	18,902	-
Regional LD Innovation Fund	140,910	(119,042)	(15,550)	6,318
Carers Online Portal	-	3,000	(3,000)	-
Digicoach (Healthier Pembrokeshire)	13,459	(6,786)	-	6,673
Connect IT	2,461	(1,749)	-	712
Supporting Community Action Fund	12,437	(70,097)	149,223	91,563
Investors in Carers promotion	6,534	(2,756)	-	3,778
Community Connectors - Digital Connections	18,929	(1,680)	-	17,249
Volunteering for Pembrokeshire	22,488	(2,240)	-	20,248
Capital expenditure	13,237	(11,063)	-	2,174
Employee Volunteering Development Officer	-	(2,717)	2,717	-
Enhancing Pembrokeshire Grant - Community Hub	23,996	(39,650)	41,891	26,237
UK Community Renewal Fund	437,944	(362,236)	(75,708)	-
Outdoor Connections Fund	-	6,000	(4,500)	1,500
National Lottery Community Fund - Preseli Cares	-	3,622	(3,993)	(371)
Keep Warm Keep Well	-	182,973	(182,973)	-
	<u>1,078,742</u>	<u>(372,026)</u>	<u>(128,809)</u>	<u>577,907</u>
<b>TOTAL FUNDS</b>	<u>554,211</u>	<u>818,776</u>	<u>-</u>	<u>1,372,987</u>

**PEMBROKESHIRE ASSOCIATION OF VOLUNTARY SERVICES**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2023**

**19. MOVEMENT IN FUNDS - continued**

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

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
<b>Unrestricted funds</b>				
General fund	270,653	(362,281)	-	(91,628)
Designated fund - Regional Entity fund	-	(570)	-	(570)
Defined benefit pension	-	(68,000)	1,351,000	1,283,000
	<u>270,653</u>	<u>(430,851)</u>	<u>1,351,000</u>	<u>1,190,802</u>
<b>Restricted funds</b>				
Other Project Funds	77,996	(84,643)	-	(6,647)
Catalysts for Care	65,357	(77,324)	-	(11,967)
Community Connectors	280,358	(259,662)	-	20,696
Health and Well-being Facilitator	61,955	(55,425)	-	6,530
Connect Pembrokeshire	35,799	(30,925)	-	4,874
Children & Families Connector	38,001	(35,923)	-	2,078
Invest Local Hubberston & Hakin	144,884	(111,950)	-	32,934
Dementia Supportive Communities	46,543	(41,671)	-	4,872
PIVOT/preventions	365,788	(351,821)	-	13,967
Regional Carers Support Innovation Fund	-	3,650	-	3,650
GwirVol Youth Led Grant	6,650	(6,340)	-	310
Hubberston & Hakin Development Officer	-	(18,902)	-	(18,902)
Regional LD Innovation Fund	50,000	(169,042)	-	(119,042)
Carers Online Portal	43,134	(40,134)	-	3,000
Digicoach (Healthier Pembrokeshire)	-	(6,786)	-	(6,786)
Connect IT	71	(1,820)	-	(1,749)
Supporting Community Action Fund	155,227	(225,324)	-	(70,097)
Investors in Carers promotion	-	(2,756)	-	(2,756)
Community Connectors - Digital Connections	-	(1,680)	-	(1,680)
Volunteering for Pembrokeshire	-	(2,240)	-	(2,240)
Capital expenditure	-	(11,063)	-	(11,063)
Employee Volunteering Development Officer	8,335	(11,052)	-	(2,717)
Enhancing Pembrokeshire Grant - Community Hub	134,042	(173,692)	-	(39,650)
UK Community Renewal Fund	(23,910)	(338,326)	-	(362,236)
Outdoor Connections Fund	57,552	(51,552)	-	6,000
National Lottery Community Fund - Preseli Cares	32,163	(28,541)	-	3,622
Keep Warm Keep Well	323,323	(140,350)	-	182,973
	<u>1,903,268</u>	<u>(2,275,294)</u>	<u>-</u>	<u>(372,026)</u>
<b>TOTAL FUNDS</b>	<u>2,173,921</u>	<u>(2,706,145)</u>	<u>1,351,000</u>	<u>818,776</u>

# PEMBROKESHIRE ASSOCIATION OF VOLUNTARY SERVICES

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2023

### 19. MOVEMENT IN FUNDS - continued

#### Comparatives for movement in funds

	At 1.4.21 £	Net movement in funds £	Transfers between funds £	At 31.3.22 £
<b>Unrestricted funds</b>				
General fund	335,982	(88,568)	102,300	349,714
Designated fund - Regional Entity fund	18,125	(870)	-	17,255
Designated fund - Children & Families fund	5,500	-	-	5,500
Defined benefit pension	(1,098,000)	201,000	-	(897,000)
	(738,393)	111,562	102,300	(524,531)
<b>Restricted funds</b>				
Other Project Funds	6,875	1,759	-	8,634
Catalysts for Care	15,914	1,794	(4,417)	13,291
Community Connectors	8,524	53,200	(18,828)	42,896
Health and Well-being Facilitator	5,906	3,090	(4,636)	4,360
Connect Pembrokeshire	15,741	24,986	(3,318)	37,409
Children & Families Connector	8,107	4,235	(5,857)	6,485
Invest Local Hubberston & Hakin	167,454	(64,003)	(19,333)	84,118
Community Volunteering Development Officer	1,526	2,460	(3,986)	-
Connector+	3,066	636	(650)	3,052
Dementia Supportive Communities	8,510	31,551	(4,357)	35,704
PIVOT/preventions	86,337	25,969	(19,432)	92,874
Regional Carers Support Innovation Fund	150,284	(71,079)	(24,787)	54,418
GwirVol Youth Led Grant	-	310	(310)	-
Local Action Hubs	4,843	(2,828)	(125)	1,890
Bluestone Foundation Community Fund	-	1,216	-	1,216
Hubberston & Hakin Development Officer	-	(14,090)	14,090	-
Regional LD Innovation Fund	145,000	10,410	(14,500)	140,910
Digicoach (Healthier Pembrokeshire)	10,921	2,538	-	13,459
Connect IT	5,557	(3,096)	-	2,461
Supporting Community Action Fund	31,120	(16,542)	(2,141)	12,437
Investors in Carers promotion	6,534	-	-	6,534
Community Connectors - Digital Connections	18,929	-	-	18,929
Volunteering for Pembrokeshire	28,248	(5,760)	-	22,488
Capital expenditure	17,777	(11,063)	6,523	13,237
Employee Volunteering Development Officer	-	(1,045)	1,045	-
Enhancing Pembrokeshire Grant - Community Hub	-	7,492	16,504	23,996
UK Community Renewal Fund	-	458,161	(20,217)	437,944
Outdoor Connections Fund	-	(6,432)	6,432	-
	747,173	433,869	(102,300)	1,078,742
<b>TOTAL FUNDS</b>	8,780	545,431	-	554,211

**PEMBROKESHIRE ASSOCIATION OF VOLUNTARY SERVICES**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2023**

**MOVEMENT IN FUNDS - continued**

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

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
<b>Unrestricted funds</b>				
General fund	258,425	(346,993)	-	(88,568)
Designated fund - Regional Entity fund	-	(870)	-	(870)
Defined benefit pension	-	(67,000)	268,000	201,000
	<u>258,425</u>	<u>(414,863)</u>	<u>268,000</u>	<u>111,562</u>
<b>Restricted funds</b>				
Other Project Funds	14,152	(12,393)	-	1,759
Catalysts for Care	70,102	(68,308)	-	1,794
Community Connectors	233,044	(179,844)	-	53,200
Health and Well-being Facilitator	37,000	(33,910)	-	3,090
Connect Pembrokeshire	76,274	(51,288)	-	24,986
Children & Families Connector	36,550	(32,315)	-	4,235
Invest Local Hubberston & Hakin	1	(64,004)	-	(64,003)
Community Volunteering Development Officer	25,768	(23,308)	-	2,460
Connector+	2,914	(2,278)	-	636
Dementia Supportive Communities	67,500	(35,949)	-	31,551
PIVOT/preventions	214,180	(188,211)	-	25,969
Regional Carers Support Innovation Fund	77,868	(148,947)	-	(71,079)
GwirVol Youth Led Grant	6,650	(6,340)	-	310
Local Action Hubs	-	(2,828)	-	(2,828)
Bluestone Foundation Community Fund	1,216	-	-	1,216
Hubberston & Hakin Development Officer	-	(14,090)	-	(14,090)
Regional LD Innovation Fund	100,000	(89,590)	-	10,410
Carers Online Portal	1,800	(1,800)	-	-
Digicoach (Healthier Pembrokeshire)	8,500	(5,962)	-	2,538
Connect IT	940	(4,036)	-	(3,096)
Supporting Community Action Fund	97,477	(114,019)	-	(16,542)
Volunteering for Pembrokeshire	-	(5,760)	-	(5,760)
Capital expenditure	-	(11,063)	-	(11,063)
Employee Volunteering Development Officer	10,001	(11,046)	-	(1,045)
Enhancing Pembrokeshire Grant - Community Hub	38,385	(30,893)	-	7,492
UK Community Renewal Fund	507,377	(49,216)	-	458,161
HomeShare UK pilot Fund	10,000	(10,000)	-	-
Outdoor Connections Fund	40,000	(46,432)	-	(6,432)
Saundersfoot Participatory budget	12,200	(12,200)	-	-
	<u>1,689,899</u>	<u>(1,256,030)</u>	<u>-</u>	<u>433,869</u>
<b>TOTAL FUNDS</b>	<u>1,948,324</u>	<u>(1,670,893)</u>	<u>268,000</u>	<u>545,431</u>

# PEMBROKESHIRE ASSOCIATION OF VOLUNTARY SERVICES

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2023

### 19. MOVEMENT IN FUNDS - continued

RESERVES	2022	Movement	2022
Restricted funds	1,078,742	(500,835)	577,907
General fund	349,714	37,181	386,895
Designated funds (Regional Entity and Children & Families)	<u>22,755</u>	<u>(570)</u>	<u>22,185</u>
Total reserves before pension deficit	1,451,211	(464,224)	986,987
Defined benefit pension fund	<u>(897,000)</u>	<u>1,283,000</u>	<u>386,000</u>
Total reserves	<u>554,211</u>	<u>818,776</u>	<u>1,372,987</u>

The pension scheme can fluctuate significantly year on year due to actuarial valuations and the assumptions used. At 31 March 2023 the pension scheme was in surplus by £386,000, compared with a deficit of £897,000 in the prior year.

#### Material funds

Community Connectors - this funding will be carried forward and used to further develop and strengthen the social prescribing service delivered by the PAVS Community Connector team.

Invest Local Hubberston & Hakin - this funding is held on behalf of the Hubberston & Hakin Invest Local Community Forum. The original spend profile has not been achieved, primarily due to the impact of COVID. The funds will be carried forward and spent in accordance with the current Driving Change Plan, which has been extended to enable groups to deliver their projects.

PIVOT/preventions - this funding has accrued over successive years and will be released to support future third sector-led preventative and intermediate care activity, as agreed with funders and strategic planning partners.

Regional Carers Support Innovation Fund - this funding will be awarded through a regional competitive grants process to fund organisations to pilot innovative programmes designed to support to unpaid carers.

UK Community Renewal Fund - this funding was used to deliver and evaluate an integrated programme of work - Resourceful Communities: Towards a Wellbeing Economy within an extended delivery period to 31st December 2022.

Supporting Community Action Fund (SCAF) - this fund brings together different funding streams to provide mainly revenue grants to voluntary and community groups under two funding programmes - Main Grants and Micro Grants. Grant rounds are tailored to meet strategic priorities and funder requirements. Funds carried forward will be distributed in small grants to the sector.

Keep Warm, Keep Well (KWKW) - this funding was used to provide a wide range of interventions delivered by PAVS and partner organisations specifically designed to support people experiencing the impact of financial hardship over the winter months. The KWKW programme included a small grant scheme to develop a network of Warm Welcome Community Spaces, hot meals, community activities, energy top-ups, and debt advice.

# PEMBROKESHIRE ASSOCIATION OF VOLUNTARY SERVICES

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2023

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### 19. MOVEMENT IN FUNDS - continued

#### TRANSFERS BETWEEN FUNDS

During the year ended 31 March 2023 the following transfers were made from restricted funds to the general fund as a contribution towards overhead costs:

	£
Catalyst for Care	7,582
Community Connectors	18,266
Health and Well-being Facilitator	5,544
Timebanking	4,874
Children & Families Connector	4,872
Invest Local Hubberston & Hakin	5,598
Dementia Supportive Communities	4,872
PIVOT/preventions	9,000
GwriVol Youth Led Grant	310
Hubberston & Hakin Development Officer	2,757
Regional LD Innovation Fund	15,550
Supporting Community Action Fund	19,023
Employee Volunteering Development Officer	1,487
Enhancing Pembrokeshire Grant - Community Hub	10,495
UK Community Renewal Fund	3,276
Outdoor Connections	4,500
National Lottery Community Fund - Preseli Cares	3,993
Carers Online Platform	3,000
Other Project Funds	8,014
	<hr/>
Total	<u>133,013</u>

A transfer of £4,204 has been made from the General fund to the Employee Volunteering Development Officer Fund.

A transfer of £20,045 has been made from the UK Community Renewal Fund to the Catalyst for Care Fund.

A transfer of £52,387 has been made from the UK Community Renewal Fund to the Enhancing Pembrokeshire Grant - Community Hub Fund.

A transfer of £21,659 has been made from the Invest Local Hubberston & Hakin fund to the Hubberston & Hakin Development Officer fund in respect of a grant made from the fund to PAVS towards the cost of a Community Development worker.

A transfer of £27,000 has been made from the Keep Warm Keep Well Fund to the Other Project Funds.

The following transfers were made to the Supporting Community Action Fund:

- PIVOT Preventions £3,681
- Regional Carers Support Innovation Fund £3,650
- Local Action Hubs £1,890
- Keep Warm Keep Well £155,972
- Connector + £3,052

# PEMBROKESHIRE ASSOCIATION OF VOLUNTARY SERVICES

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2023

### 20. EMPLOYEE BENEFIT OBLIGATIONS

#### Defined benefit scheme

The Association contributes to the Dyfed Local Government Pension Fund at the rates set by the scheme Actuary and advised to the Scheme Administrator. The scheme is multi-employer defined benefit pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund. The most recent completed triennial actuarial valuation was performed by an independent actuary for the trustees of the scheme and was carried out on 31 March 2022.

The main assumptions used in the actuarial valuations are as follows:

	2023	2022
Rate of CPI inflation	2.70%	3.30%
Rate of increase in salaries	4.20%	4.80%
Rate of increase in pensions	2.80%	3.40%
Discount rate	4.80%	2.80%

The major categories of scheme assets are as follows:

	2023	2023	2022	2022
	£	%	£	%
Equities	2,489,000	74.4%	2,486,000	72.3%
Government bonds	17,000	0.5%	45,000	1.3%
Other bonds	237,000	7.1%	272,000	7.9%
Property	451,000	13.5%	450,000	13.1%
Cash/liquidity	23,000	0.7%	58,000	1.7%
Other	127,000	3.8%	127,000	3.7%
	<u>3,344,000</u>		<u>3,438,000</u>	

The movement in deficit during the year is as follows:

	2023	2022
	£	£
Total present value of benefit obligations	2,958,000	4,335,000
Fair value of plan assets	<u>(3,344,000)</u>	<u>(3,438,000)</u>
(Surplus)/Deficit	<u>(386,000)</u>	<u>897,000</u>

The change in benefit obligation during period the year is as follows:

	2023	2022
	£	£
Benefit obligation at the beginning of the year	4,335,000	4,327,000
Current service costs	93,000	93,000
Interest on pension liabilities	121,000	89,000
Members contributions	14,000	14,000
Past service costs (gain)	-	-
Actuarial (gains)/losses on liabilities	(1,541,000)	(106,000)
Curtailments	-	-
Settlements	-	-
Benefits/transfers paid	(64,000)	(82,000)
Business combinations	-	-
Benefit obligation at end of period	<u>2,958,000</u>	<u>4,335,000</u>

**PEMBROKESHIRE ASSOCIATION OF VOLUNTARY SERVICES**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2023**

**20. EMPLOYEE BENEFIT OBLIGATIONS - continued**

Past service costs (gain)	-	-
Actuarial (gains)/losses on liabilities	(1,541,000)	(106,000)
Curtailments	-	-
Settlements	-	-
Benefits/transfers paid	(64,000)	(82,000)
Business combinations	-	-
	<u>-</u>	<u>-</u>
Benefit obligation at end of period	<u>2,958,000</u>	<u>4,335,000</u>

The change in the plan assets during the year is as follows:

	<b>2023</b>	<b>2022</b>
	£	£
Fair value of plan assets at the beginning of the year	3,438,000	3,229,000
Interest on plan assets	96,000	68,000
Actuarial gains/(losses) on assets	(190,000)	162,000
Administration expenses	(1,000)	(1,000)
Business combinations	-	-
Settlements	-	-
Employer contributions	51,000	48,000
Member contributions	14,000	14,000
Benefits/transfers paid	(64,000)	(82,000)
	<u>3,344,000</u>	<u>3,438,000</u>

Actual Return on plan assets = (£111,000).

Experience loss - pension increases = £246,000.

Experience loss - Post September known inflation = £75,000

Experience gain - Other = £15,000

Analysis of amounts recognised in the Statement of Financial Activities:

	<b>2023</b>	<b>2022</b>
	£	£
Current service costs	93,000	93,000
Past service costs	-	-
Administration expenses	1,000	1,000
Net finance (interest)/costs	25,000	21,000
	<u>119,000</u>	<u>115,000</u>

Total costs recognised in SOFA

Statement of actuarial gains and losses:

	<b>2023</b>	<b>2022</b>
	£	£
Actuarial gains/(losses) on liabilities	1,541,000	106,000
Actuarial gains/(losses) on assets	(190,000)	162,000
Total actuarial gain/(losses) on defined benefit scheme	<u>1,351,000</u>	<u>268,000</u>

# PEMBROKESHIRE ASSOCIATION OF VOLUNTARY SERVICES

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2023

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### 20. EMPLOYEE BENEFIT OBLIGATIONS - continued

At 31 March 2023 £nil (2022: £nil) was outstanding in respect of contributions relating to current service obligations.

#### Defined contribution scheme

The Charity also operate a defined contribution pension scheme for new employees. During the year ended 31 March 2023 £16,433 was paid into the scheme, at the year end there was a creditor of £nil (2022: £nil).

### 21. RELATED PARTY DISCLOSURES

During the year ended 31 March 2023 transactions took place with the following related parties:

Helen Murray is a trustee. Consultancy services totalling £570 (2022: £870) were purchased from this related party. At the year end 31 March 2023 a balance of £nil was owed to the related party (2022: £495)

Citizen Advice Bureau Pembrokeshire (CAP) is a related party due to having a trustee in common. CAP rent office space from PAVS. During the period that it was a related party, rent of £12,500 (2022: £4,521) was charged to CAP. At 31 March 2023 a balance was not owed by the related party.

PAVS is the local fund holder for Hubberston & Hakin Invest Local Community Fund. During the year, £21,659 (2022: £16,132) was awarded to PAVS from the fund to fund a Community Development Officer post. The decision was made by the Hubberston & Hakin Community Forum. PAVS does not have a voting right on the forum.

### 22. MEMBERS' GUARANTEE

The charity is a private limited company by guarantee and consequently does not have any share capital. The liability of members in the event of liquidation is limited to £10 per member.

### 23. GRANT ADMINISTRATION

In the year end 31 March 2023, PAVS administered a number of grant schemes on behalf of a range of public and private sector funders, these are as follows:

- Hubberston & Hakin Invest Local Community Forum (funded by the National Lottery Community Fund via Building Communities Trust)
- SCAF (which combines Keep Warm Keep Well, Caring Communities Innovation Grants, Learning and Disabilities Innovation grants, , Dementia Grants, Local Action Hubs and Regional Integration Fund grants)
- PIVOT service
- GwirVol Youth-Led Grants (disbursed by Pembrokeshire Youth Bank)
- South Hook LNG
- Regional LD Innovation Fund
- Outdoor Connections
- UK Community Renewal Fund

Fund management and grant administration represents a significant element of PAVS' annual budget, and for this reason, it has been agreed to show Grant/Funds distributed as a discrete element of the accounts.

Full details of the grants awarded can be found in note 23.

**PEMBROKESHIRE ASSOCIATION OF VOLUNTARY SERVICES**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2023**

	31.3.23 £	31.3.22 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Donations	1,491	32
<b>Other trading activities</b>		
Membership income	3,480	3,955
Service contracts and training	9,640	18,225
Premises room hire	21,503	18,985
Salary related payments	5,483	2,719
County show income	<u>5,645</u>	<u>-</u>
	45,751	43,884
<b>Investment income</b>		
Deposit account interest	2,262	-
<b>Charitable activities</b>		
Grants	548,948	551,540
SLA income	596,261	461,962
Grants for distribution	936,074	890,906
Carers online platform	<u>43,134</u>	<u>-</u>
	<u>2,124,417</u>	<u>1,904,408</u>
<b>Total incoming resources</b>	2,173,921	1,948,324
<b>EXPENDITURE</b>		
<b>Other trading activities</b>		
Bad debts	(505)	-
<b>Charitable activities</b>		
Wages	593,075	435,280
Social security	54,732	37,177
Pensions	51,600	46,912
Insurance	253	-
Telephone	10,016	4,713
Postage and stationery	3,606	526
Advertising	70,014	16,155
Sundries	501	-
Staff travel and subsistence	6,228	1,413
Recruitment/redundancy/ training	-	1,775
Carried forward	790,025	543,951

This page does not form part of the statutory financial statements

**PEMBROKESHIRE ASSOCIATION OF VOLUNTARY SERVICES**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2023**

	31.3.23 £	31.3.22 £
<b>Charitable activities</b>		
Brought forward	790,025	543,951
Volunteer/beneficiary expenses	80	315
Other project expenses	131,680	54,436
Subscriptions	80	240
Computers and software	30,639	11,487
Professional fees	61,847	26,798
Training	1,943	-
Trainers fees and sessional workers	1,980	-
Depreciation of tangible fixed assets	11,063	11,063
Grants to institutions	<u>1,379,849</u>	<u>733,593</u>
	2,409,186	1,381,883
<b>Other</b>		
Defined benefit pension adjustment	68,000	67,000
<b>Support costs</b>		
<b>Management</b>		
Wages	57,212	72,426
Social security	10,181	9,705
Pensions	15,733	15,992
Premises costs	34,590	34,607
Insurance	5,851	5,425
Light and heat	6,617	6,608
Telephone	-	5,315
Postage and stationery	8,020	2,281
Sundries	2,372	837
Repairs and renewals	7,559	2,840
Cleaning and maintenance	5,319	5,679
Professional fees	15,535	5,045
Computer expenses	14,148	18,448
Travel and subsistence	187	64
Training	936	652
Subscriptions	275	35
Project costs	8,379	6,063
Depreciation of tangible and heritage assets	<u>1,771</u>	<u>1,771</u>
	194,685	193,793
<b>Governance costs</b>		
Wages	23,871	18,479
Auditors' remuneration	9,600	9,601
Sundries	<u>1,308</u>	<u>137</u>
	<u>34,779</u>	<u>28,217</u>
Total resources expended	<u>2,706,145</u>	<u>1,670,893</u>
<b>Net (expenditure)/income</b>	<u>(532,224)</u>	<u>277,431</u>

This page does not form part of the statutory financial statements

	A	B	C	D	E	F	G	H	I	J	K	L	M
	Name	Catalysts	Enhancing Pembrokeshire	Keep Warm Keep Well	UK Community Renewal Fund	UKCRF Making it Happen	Hubberston & Hakin	Learning Disabilities Innovation Fund	Outdoor Connections	PVOT	SCAF Grants	Youth Led Grants - Gwlrhol Youth Bank	TOTAL
1													
2	2nd MH Scout Group						£ 500.00						£ 500.00
3	Abercric Villaie Association										£ 2,940.00		£ 2,940.00
4	ACTS West Wales								£ 1,460.40				£ 1,460.40
5	Adferiad										£ 2,500.00		£ 2,500.00
6	Adlerian Society						£ 10,000.00						£ 10,000.00
7	Aje Cymru										£ 3,790.00		£ 3,790.00
8	Angle Village Hall			£ 23,115.00							£ 3,500.00		£ 33,500.00
9	Arts Care Gofal Celf								£ 1,499.00				£ 1,499.00
10	Ascona Retail Warm Parks							£ 30,000.00					£ 30,000.00
11	Barrod CIC						£ 923.44						£ 923.44
12	Bethesda Baptist Church										£ 522.00		£ 522.00
13	Blue Green Cymru CIC					£ 9,991.00							£ 9,991.00
14	Blue Horizons Adventures												£ 9,433.34
15	Boncath Comm Field												£ 1,215.60
16	British Red Cross								£ 1,215.60				£ 1,215.60
17	Burton Community Council												£ 1,500.00
18	Bwlchygroes Community Hall										£ 2,445.00		£ 2,445.00
19	CADAMM										£ 2,500.00		£ 2,500.00
20	Caeriad CIC					£ 10,000.00							£ 10,000.00
21	Canolfan Cymru												£ 8,090.00
22	Canolfan Llynrhonir Bynberian										£ 5,870.00		£ 5,870.00
23	Citizens Advice Pembrokeshire			£ 54,039.00									£ 54,039.00
24	Capel Seion												£ 3,240.00
25	Carow WM Chapel												£ 2,048.00
26	Carriad Pet Therapy			£ 5,000.00									£ 5,000.00
27	Car-Y-Mor												£ 7,687.00
28	Church of Holy Spirit						£ 50.00						£ 50.00
29	Ciljerran Community Council												£ 1,500.00
30	Clynllwyd CIC				£ 7,500.00			£ 5,000.00					£ 12,500.00
31	Coshaston Village Hall												£ 1,880.00
32	Cwm Arian Renewable Energy Ltd					£ 9,220.00							£ 9,220.00
33	Cwm Gwaun Community Council								£ 1,486.19				£ 1,486.19
34	Cwm Gwaun Community Council												£ 5,895.00
35	Cynfor Sir Ceredigion CC					£ 6,501.00							£ 6,501.00
36	Deer Park Baptist Church												£ 3,376.00
37	Dezias Cabin							£ 7,100.00					£ 7,100.00
38	Dinas Cross Community Council					£ 9,040.00							£ 9,040.00
39	Eastgate Creative												£ 964.00
40	Eglwys St Cwydau												£ 9,040.00
41	Eglwys St Cwydau												£ 2,500.00
42	Fishguards Sports												£ 2,500.00
43	Fenni Mens Shed												£ 1,500.00
44	Freston Community Council								£ 1,500.00				£ 1,500.00
45	Gellswick Community Choir												£ 1,500.00
46	Gellswick Primary School												£ 1,000.00
47	Grwa Resilience												£ 800.00
48	GTBAL				£ 78,471.36	£ 2,500.00			£ 1,500.00		£ 3,500.00		£ 82,471.36





	A	B	C	D	E	F	G	H	I	J	K	L	M
	Name	Catalysts	Enhancing Pembrokeshire	Keep Warm Keep Well	UK Community Renewal Fund	UKRF Making it Happen	Hubberston & Hakin	Learning Disabilities Innovation Fund	Outdoor Connections	PIVOT	SCAF Grants	Youth Led Grants - Gwirfol Youth Bank	TOTAL
143	Theatr Gwain Community Trust												
144	Thomas Carroll						£ 297.36				£ 3,184.00		£ 3,184.00
145	Tir Coed												£ 297.36
146	Volunteering Matters		£ 22,089.30								£ 2,500.00		£ 2,500.00
147	Walwyns Castle Village Hall									£ 40,712.00			£ 62,801.30
148	White Hart Community Inn										£ 710.00		£ 710.00
149	Windswept CIC										£ 3,500.00		£ 3,500.00
150	Wolfecastle CC								£ 1,251.81				£ 1,251.81
151	West Wales Care & Repair								£ 750.94				£ 750.94
152	TOTAL	£ 41,201.13	£ 22,089.30	£ 33,196.00 £ 140,350.00	£ 189,375.64 £ 187,035.13	£ 95,000.00 £ 95,000.00	£ 115,616.36 £ 111,950.36	£ 150,837.06 £ 147,187.06	£ 51,551.85 £ 51,551.85	£ 59,325.14 £ 351,820.89	£ 227,736.75 £ 225,323.75	£ 6,340.00 £ 6,340.00	£ 92,521.14 £ 1,391,918.98
153	Returned				£ 2,340.51		£ 3,666.00	£ 3,650.00					£ 12,069.51
154	TOTAL	£ 41,201.13	£ 22,089.30	£ 140,350.00	£ 187,035.13	£ 95,000.00	£ 111,950.36	£ 147,187.06	£ 51,551.85	£ 351,820.89	£ 225,323.75	£ 6,340.00	£ 1,379,849.47