

Company registered number 8230197  
Charity registered number 1151194

Veterans in Communities  
(A company limited by guarantee)

Report and Accounts

31 March 2014

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**Report of the Trustees & Board of Directors for the period 26/9/2012 – 31/03/2014**

**Reference and administrative information.**

Veterans In Communities (VIC)  
Company Limited by Guarantee No 8230197  
Registered Charity No 1151194

Registered Office  
VIC Centre 12 Bury Road  
Haslingden, Rossendale, Lancs. BB4 5PL  
Telephone 01706 833180  
Email: info@veteransincommunities.org

**The directors and trustees for the year were:**

Ronald Barker	Chairman - appointed 26th September 2012
John Barry Payton M.B.E.	appointed 26th September 2012
Robert William Moss	appointed 26th September 2012
Christine Margaret Gill	appointed 1st November 2012
Jon Beilby	appointed 19th December 2012
June Diane Owen	appointed 2nd September 2013
Major C Robert Smethurst	appointed 13th January 2014
Keith Pilkington	appointed 27th February 2014

**Professional associate**

Dorothy Agnes Mitchell M.B.E.

**Company Secretary**

John Barry Payton

**Bankers**

National Westminster Bank PLC, 28 Bank Street, Rawtenstall, Rossendale, Lancs., BB4 8TS

**Solicitors**

Woodcock & Sons, Princess St, Haslingden, Rossendale, Lancs., BB4 5NH

**Structure governance and management**

Veterans In Communities (VIC) is a registered charity operating within a company limited by guarantee.

VIC currently has a Board of 8 Trustees responsible for governance and developing and driving strategy. They are supported by a professional associate. A sub group of staff and Trustees form the Executive Group that has a day- by-day management role. The Trustees are voluntary social entrepreneurs who are passionate about the area and have worked for years to make it a better place to live and work. They are all local people chosen for their skills and experience.

They give generously of their private time, at their own expense, with a shared commitment to building a better Rossendale.

This report covers the period 26<sup>th</sup> September 2012 to 31<sup>st</sup> March 2014.

We were apprised of a number of issues compromising ex-service personnel returning to the community in 2012. Knowledge gained and study undertaken led to our informally providing drop in services, offering signposting and support to former service personnel and their families. We had established there was a need for different services geared to supporting those who were experiencing difficulties in transition. Rossendale Borough Council was receptive and in July of that year they signed up to the Armed Forces Community Covenant (AFCC). On 26<sup>th</sup> September 2012 we set up Veterans in Communities (VIC) within a Company Limited by Guarantee and aspired to achieve charitable status. Confidently we declared VIC to be an ambition for the North West.

Veterans in Communities, is a model initiative that can be replicated anywhere based on, contact, welcome, drop in and join in, for as much and as long as you want. Growing organically, it comprises a participatory wrap around model offering a host of different services and activities and signposts designed to meet need evidenced by the ex-service community and to encourage reciprocal contribution to the community they now live in. The range of interventions is from simple information and social interaction to complex and therapeutic. VIC is very strong about 'being there' when other services are 'closed'. The central ethos of VIC is the recognition that thousands of ex-service personnel return home different people to those who left. Many, no longer 'belong' and highly skilled men and women returning to communities of high unemployment, low wage economy and limited prospects find it difficult to settle.

### **VIC Mission Statement**

To ensure that ex-service personnel and their families can return to, belong and prosper in their communities.

### **VIC Aims**

- To provide support for veterans and their families
- To encourage others to bring their knowledge, experience and expertise to provide help, support and advice to members of the Armed Forces Community and build on existing services and develop others.
- To encourage the integration of former service personnel into civilian life by encouraging them to contribute their service experience and skills to help the local community.
- To work together in partnership with others to support the Armed Forces Community Covenant in recognising in-service and ex-service personnel and their families.
- To establish partnerships through pledges which while not replacing statutory services, work towards addressing issues which affect former armed forces personnel and their families.

## **Objectives**

- To provide open access to a trusted single point of contact ensuring all who may experience immediate and future difficulty in transitioning from military to civilian life in any way know where to go, who to see and what to do.
- To provide a range of interventions to meet the individual need of the AFC member to accomplish transition
- To provide access to every opportunity available to maintain health and wellbeing and achieve a return to economic activity
- To provide ongoing support to veterans and their families that promotes continuing recovery for as long as is required and recognition that family and dependants as integral to recovery
- To deliver back to the community the benefit of their service skills and knowledge
- To provide subject matter expertise to support to Local Authorities and their Armed Forces Community Covenant partners in gaining a 'veterans eye-view' and assistance in engaging with the community
- To highlight and promote awareness of veterans needs
- Establish pathways and partnerships for joint working to achieve mutual outcomes and resource efficiencies

Led by peer veteran support and in partnership with private, public and voluntary sectors the programme offers a menu of interventions taking a stepped approach to recovery and settled belonging. Recognising that most personnel returning have more to give than a need to receive, there is also guidance to economic activity in Civvy Street varying from light touch direction to training and work readiness for employment or setting up in business.

## **Achievements & Performance**

During the period of this report we developed operationally and administratively to good effect. Based on our Concept Document and a Forward Development Plan in place prior to incorporation the model was formalised and well received. We consolidated our intention by holding a pledge event. More than 100 people attended the event taking part in series of workshops and were asked to make personal pledges. Pledges included: to work with key partners to establish a drop in centre; promoting and encouraging the participation of members of the armed forces in outdoor education activities; to help find volunteering opportunities for veterans to gain confidence and develop attributes to secure a livelihood in civilian life.

Commanding Officer of the 4<sup>th</sup> Battalion the Duke of Lancaster's Regiment Lieutenant Colonel Johnny Lighten explained that the region provided nearly 20 per cent of service personnel.

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Chairman of REAL Hazel Harding said: “We believe our actions will be louder than words and by promising action and solutions we will make a real difference to the lives of veterans in our community.”

Rossendale Council has already appointed Councillor Christine Gill as Armed Forces Champion and she told the assembly: “When duty called these men and women did what they had to, now it is our turn to answer the call.”

Lancashire County Council’s Armed Forces and Veterans Champion County Councillor Mike France described Rossendale’s covenant as trail blazing and said he would be watching its progress and seeing how the ideas can also be used in other areas.

By January 2013 operating across east Lancashire and Rochdale we were recipients of a small grant from Heywood, Middleton and Rochdale Clinical Commissioning Group (HMRCCG) towards outreach then a major award from East Lancashire CCG (NHSEL CCG) which allowed us to appoint an Operations Manager and a Project Co-ordinator to support the development. In November 2013, funding was given from the Poppy Factory for VIC to develop one of our members by giving him part time employment with VIC for two years as an Outreach advisor.

Networking with the Black Pudding Club, a community of Lancashire veteran support organisations hosted by the Garrison Commander we became closely involved and active participants in the formalising of AFCCs in Cumbria, Hyndburn, Pendle, Burnley and Ribble Valley. This work led to our initiating a ‘War Cabinet’ which brought together all AFCC groups in East Lancashire, including Blackburn with Darwen authorities. VIC are members of the Rochdale AFCC group and also the North West England Armed Forces Network and have attended other local authorities in the North West on request to raise awareness of the AFCC.

Building friendships and working with other groups we have formed a number of partnerships which include:-

NHS – Live@Ease – Remploy – Rossendale Borough Council – Combat Stress – Military Veterans Improving Access Psychological Therapies service – Lancashire Care Foundation Trust – ASDA – TESCO – Duke of Edinburgh Scheme – Valley @ Work – Horse & Bamboo – Poppy Factory – Hyndburn BC – Pendle Borough Council – Aldergrange Community & Technology School – Bacup & Rawtenstall Grammar School – RBL – Accrington & Rossendale College – Nelson College – Blackburn College – ROSSO – Chamber of Trade.....

Administratively we developed sound policies and procedures in the manner of PQASSO as the base to build the different services for our members. Our essential service heads are:- Outreach – Family support – Working in the community – Outdoor activities – Art & the VIC Creative Community Hub – Social Enterprise – Volunteers – Fundraising – VIC Singing Group – the VIC Centre. In March 2013 we were granted charitable status but it was not until 11/11/2013 that we got a home of our own, a legacy from CAR/AGAPAO on Bury Road in Haslingden. While most of what we do happens out in the community, and appreciative that REAL had provided us with free accommodation, we had need of a home of our own. Gifted to us to ensure community use for the lifetime of the building, we

have with financial and material support from the MoD, local business and hundreds of veteran volunteer hours refurbished the building to a high standard. From a £25,553 MoD Grant, we achieved a £90,000 to our specification, the building repaired, refurbished and commissioned. A number of veterans have gained enormously in taking part and the in kind value of their labour between January and March 2014 is £39,425. A clear demonstration of what ex-service personnel bring to the community. Four major local sponsors and other donors allowed us to complete the work and the building is now back as a multi-user community facility. Now settled in, the projects we are building to assist us to sustainability are coming on stream. The Creative Community Hub which builds a business arm of the arts and crafts group is beginning to see regular sales of art work and courses are on offer beyond the in house provision.

The membership has increased and the number of ex-service personnel assisted is 162. There are many more who have 'dropped in' at outreach not recorded as we do not record until such time as there is an actual service beyond introduction. Regular drop in facilities and outreach sessions take place in Blackburn, Darwen, Nelson, Rochdale, Bacup and on many occasions we provide a presence at clinics, events, Job Centre and workshops anywhere we are invited to attend where they may be ex-service attendees in need of any of the services we offer.

We have a need to be more pro-active in fundraising. The greatest number of our affiliates are graduates of programmes we have provided meaning we have a preponderance of people who are still unwell. To address this we are actively seeking ex-service personnel who have transitioned well to help us raise the money we need for those who have not. Funds we have raised have been earmarked for specific events which offer a therapeutic outcome. Local schools, Rotary and the Chamber of Trade have been supportive as has local business.

Training and educational programmes as well as health promoting interventions have taken place. We encourage any form of learning that will raise confidence and improve employability and the number and variety of NVQ and other competency certificates take up quite a lot of wall space in the Centre. Some of the training has equipped members to become trainers and they offer to the wider community a number of courses such as Suicide Awareness, Veteran Awareness, Health Chats and three have become RBL advisers. There are many older veterans in need of help and RBL services over whelmed by referrals appreciate our ability to lighten their load.

Examples of activities and events are: - participating in Burnley Pendle Rossendale CVS Showcase – carrying out a war memorial audit – Tai Chi – Walks – Fishing – Family outings – an Ambition workshop to establish whether we were on track and providing the right services – Operation War Graves 100 – Pop up Shops – Art Exhibition and sale.

In terms of involvement and engagement in the wider community, we have taken part in or attended such as:- Working with Community Restart – Forum of MV IAPT at the Imperial War Museum – Burnley Partnership Conference – Land Based Consortium – Dig in North West – District Schools Liaison – Joint production of veteran handbook with NHSEL CCG – Armed Forces Networking meetings where we were proud to be held up as an 'example of good practice' - Several AFCC signings where we were signatories – presenting to a number of NHS and Local Authorities board

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meetings including Lancashire County Council. We have a monthly newsletter, a presence on Face Book and Twitter.

In the community we have provided support in many ways: - Christmas decorations in Bacup – providing Mayoral escort for Remembrance attendances – A house renovation Project – helping a family refurbish their home as the father suffering from cancer was unable to complete the work when they moved in – Operation War graves 100 - Whitworth Memorial Gardens – the Willow Project a WW1 Tank and lonely soldier – a Christmas party for elderly veterans – bringing a redundant play area in Edgeside into use – Stripping out a redundant adventure hall ready to refit in Rochdale – Easter Market -

### Abbreviations

AFCC	Armed Forces Community Covenant
BPRCVS	Burnley Pendle & Rossendale Council for Voluntary Service
CCG	Clinical Commissioning Group
CCH	Community Creative Hub
LCC	Lancashire County Council
LCFT	Lancashire Care Foundation Trust
MoD	Ministry of Defence
MVIAPT	Military Veterans Improving Access to Psychological Therapies
NHS	National Health Service
NHSEL CCG	NHS East Lancashire Clinical Commissioning Group
NVQ	Non Vocational Qualification
RBC	Rossendale Borough Council
RBL	Royal British Legion
REAL	Rossendale Enterprise Anchor Limited
ROSSO	Rossendale Bus Company (new name)
VIC	Veterans in Communities
WW1	World War 1
HMR	Heywood, Middleton & Rochdale

### Financial Review

The statement of Financial Activities set out on page 10 shows how our funds were raised and applied during the year.

This statement separates funds, which the charity itself controls – unrestricted funds, from funds which have to be spent in a manner determined by the donor – restricted funds.

The trustees are guarantors of the company. Their liabilities as set out in the memorandum are limited to £10 per guarantor.

### Financial statements

Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that period. In preparing those financial statements, the trustees are required to

- Select suitable accounting policies and apply them consistently:
- Make judgements and estimates that are reasonable and prudent; and

- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

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

The financial statements comply with current statutory requirements and the requirements of the governing documents.

**By order of the board of directors**

**Ronald Barker**

**Approved by the Board 29<sup>th</sup> May 2014**

## **Independent Examiners Report to the Trustees of Veterans in Communities**

I report on the accounts of the charity for the period ended 31 March 2014.

### **Respective responsibilities of trustees and examiner**

The charity's trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 and that an independent examination is needed. The charity's gross income exceeded £25,000. The charity is required by company law to prepare accrued accounts and I am qualified to undertake the examination by being a qualified member of the Association of Accounting Technicians.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts (under section 145 of the Charities Act 2011);
- follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to our attention.

### **Basis of independent examiners' report**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

### **Independent examiners' statement**

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

(1) which gives me reasonable cause to believe that, in any material respect, the requirements:

- a. to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- b. to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Companies Act 2006, and the Statement of Recommended Practice: Accounting and Reporting by Charities (revised 2005) have not been met; or

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

### **Daniel King (AAT)**

6 The Linney  
Cowpe Road  
Lancashire  
BB4 7EX

**Statement of Financial Activities (including Income & Expenditure Account) for the period ending 31<sup>st</sup> March 2014.**

	Notes	Unrestricted Funds	2014 Restricted Funds	Total Funds
<b>Incoming Resources:</b>				
<b>Incoming Resources from generated funds</b>				
Voluntary income	3	35,521	80,272	115,793
Activities for generating funds	4	1,942	-	1,942
Investment income	5	6	-	6
<b>Total incoming resources</b>		<u>37,469</u>	<u>80,272</u>	<u>117,741</u>
 <b>Resources Expended:</b>				
Charitable activities	6	25,417	80,272	105,689
Governance costs	7	1,240	-	1,240
<b>Total Resources Expended</b>		<u>26,657</u>	<u>80,272</u>	<u>106,929</u>
 <b>Net incoming resources (outgoing) resources</b>		 <u>10,812</u>	 <u>-</u>	 <u>10,812</u>
 <b>Transfer between funds</b>		 -	 -	 -
 <b>(Deficit) surplus for year</b>		 <u>10,812</u>	 <u>-</u>	 <u>10,812</u>
 <b>Total funds brought forward</b>	13	 -	 -	 -
 <b>Total funds carried forward</b>	13	 <u>10,812</u>	 <u>-</u>	 <u>10,812</u>

**Veterans in Communities (a company limited by guarantee & a registered charity)**

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**Balance Sheet**

**as at 31 March 2014**

	<b>Notes</b>	<b>2014</b>	
		<b>£</b>	
<b>Fixed assets</b>			
Tangible assets	10		284,003
<b>Current assets</b>			
Debtors	11	3,658	
Cash at bank and in hand		<u>116,508</u>	
		120,166	
<b>Creditors: amounts falling due within one year</b>	12	(393,357)	
<b>Net current assets/ (liabilities)</b>			<u>(273,191)</u>
<b>Total assets less current liabilities</b>			<u>10,812</u>
<b>Net assets</b>			<u>10,812</u>
<b>Unrestricted funds</b>			
General Funds	13	10,812	
Designated Funds	13	<u>-</u>	10,812
<b>Restricted funds</b>	13		-
<b>Total funds</b>			<u>10,812</u>

The directors are satisfied that the company is entitled to exemption under Section 477 of the Companies Act 2006 and that no member or members have requested an audit pursuant to section 476 of the Act.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small company regime.

**Ronald Barker**  
**Director**

**Approved by the board on 29<sup>th</sup> May 2014**

## Notes to the Accounts for the period ending 31 March 2014

### 1 Accounting policies

The financial statements have been prepared under the historical cost basis of accounting and comply with the Statement of Recommended Practice "Accounting and reporting by charities" issued in March 2005 ("SORP 2005").

#### **Funds**

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

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

#### **Incoming resources**

Grant income is recognised when receivable and the company earns the right to consideration by its performance. Where income is received in advance of performance its recognition is deferred and included in creditors.

#### **Income from trading activities**

Income from trading activities arises from amounts received from use of the company's buildings and other facilities.

#### **Resources expended**

All expenditure is accounted for when incurred. Direct charitable expenditure includes the direct costs of the activities and depreciation on related assets.

#### **Capital grants & capital donations**

Any grants or donations relating to capital items have been treated as deferred income on the balance sheet and only released to the income and expenditure account in line with the depreciation charge for the relevant asset.

#### **Fixed Assets**

Fixed assets are included at cost: there are no uncapitalised fixed assets.

#### **Depreciation**

Depreciation has been provided at the following rates in order to write off the assets over their estimated useful lives.

Buildings	2% straight line
Office equipment	33.3% straight line
Fixtures & Fittings	25% straight line

<b>2 Operating profit</b>	<b>2014</b>
	£
This is stated after charging:	
Depreciation of owned fixed assets	<u>13,007</u>

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				<b>2014</b>
				<b>£</b>
<b>3</b>	<b>Voluntary income</b>			<b>Total</b>
		<b>Unrestricted</b>	<b>Designated</b>	<b>Restricted</b>
		<b>Funds</b>	<b>Funds</b>	<b>Funds</b>
				<b>Funds</b>
	Donations	13,002	4,088	-
	REAL-CCG 2013/14	15,715	-	57,435
	RBC-MOD-AFCC	-	-	8,157
	HMR-CCG	-	-	1,888
	REAL-HMR-CCG	-	-	2,000
	RBC-Whitworth	-	-	1,280
	Awards For All	-	-	5,762
	RBL-Poppy Factory	-	-	3,750
	Fundraising	2,456	-	-
	Haslingden Forum	260	-	-
		<u>31,433</u>	<u>4,088</u>	<u>80,272</u>
				<u>115,793</u>
<b>4</b>	<b>Trading activity income</b>			<b>£</b>
	Art Sales	1,324	-	-
	Merchandise Sales	618	-	-
		<u>1,942</u>	<u>-</u>	<u>-</u>
				<u>1,942</u>
<b>5</b>	<b>Investment income</b>			<b>£</b>
	Bank interest	6	-	-
		<u>6</u>	<u>-</u>	<u>-</u>
				<u>6</u>
<b>6</b>	<b>Resources expended on charitable activities</b>			<b>£</b>
	Direct costs	7,110	-	957
	Staff costs	-	-	67,045
	Travel & refreshments	910	-	948
	Gas, elect. & water	1,864	-	315
	Telephone & IT costs	1,416	-	-
	Postage, stationery & advertising	785	-	850
	Insurance	833	-	-
	Professional fees	-	1,635	2,000
	Repairs	1,196	1,497	1,506
	Misc. equipment	786	-	-
	Cleaning & hygiene	494	-	-
	Depreciation	5,400	956	6,651
	Sundry	535	-	-
		<u>21,329</u>	<u>4,088</u>	<u>80,272</u>
				<u>105,689</u>
<b>7</b>	<b>Governance costs</b>			<b>£</b>
	Accountancy fees	1,240	-	-
		<u>1,240</u>	<u>-</u>	<u>-</u>
				<u>1,240</u>
<b>8</b>	<b>Employees</b>			<b>£</b>
	Staff costs include the following:			
	Wages and salaries			61,432
	Social security costs			5,613
				<u>67,045</u>

**9 Corporation Tax**

There is no liability to corporation tax due to the charitable status of the company.

**10 Tangible fixed assets**

	<b>Building £</b>	<b>Office Equipment £</b>	<b>Furniture &amp; Fixtures £</b>	<b>Total £</b>
<b>Cost</b>				
26 September 2012	-	-	-	-
Additions	270,000	10,250	16,760	297,010
Disposals	-	-	-	-
31 March 2014	<u>270,000</u>	<u>10,250</u>	<u>16,760</u>	<u>297,010</u>
<b>Depreciation</b>				
26 September 2012	-	-	-	-
Charge for the year	5,400	3,417	4,190	13,007
On disposals	-	-	-	-
31 March 2014	<u>5,400</u>	<u>3,417</u>	<u>4,190</u>	<u>13,007</u>
<b>Net book value</b>				
31 March 2014	<u>264,600</u>	<u>6,833</u>	<u>12,570</u>	<u>284,003</u>

The land & buildings at 12 Bury Road were gifted on 11<sup>th</sup> November 2013 by Agapao International. There was no exchange of monies but for Land Registry purposes, the value was stated at £270,000. In the event that Veterans in Communities no longer has a charitable use for the property, they have covenanted to use reasonable endeavours to find a suitable registered charity and gift the property to such a charity for continued local community use.

**11 Debtors**

	<b>2014</b>
	<b>£</b>
Prepayments	950
Other debtors	<u>2,708</u>
	<u>3,658</u>

**12 Creditors: amounts falling due within one year**

	<b>2014</b>
	<b>£</b>
Other taxes & social security costs	554
Accruals	7,440
Deferred income	<u>385,363</u>
	<u>393,357</u>

13 Movement in funds	As at 26 September 2012	Incoming Resources	Outgoing Resources	As at 31 March 2014
<b>Restricted Funds</b>				
REAL-CCG 2013/14	-	57,435	57,435	-
RBC-MOD-AFCC	-	8,157	8,157	-
HMR-CCG	-	1,888	1,888	-
REAL-HMR-CCG	-	2,000	2,000	-
RBC Whitworth	-	1,280	1,280	-
Awards For All	-	5,762	5,762	-
RBL Poppy Factory	-	3,750	3,750	-
<b>Unrestricted Funds</b>				
Designated Funds	-	4,088	4,088	-
General Funds	-	33,381	22,569	10,812
<b>Total Funds</b>	<b>-</b>	<b>117,741</b>	<b>106,929</b>	<b>10,812</b>