

**ROTHERHAM MILITARY COMMUNITY VETERANS CENTRE
(MCVC)
REPORT AND ACCOUNTS
PERIOD ENDED 31 DECEMBER 2024**

ROTHERHAM MILITARY COMMUNITY VETERANS CENTRE (MCVC)

TRUSTEES' REPORT AND ACCOUNTS

PERIOD ENDED 31 DECEMBER 2024

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ROTHERHAM MILITARY COMMUNITY VETERANS CENTRE (MCVC)

LEGAL AND ADMINISTRATIVE INFORMATION

PERIOD ENDED 31 DECEMBER 2024

Principal Office:	Army Reserves Centre McKay VC Barracks Fitzwilliam Road Rotherham S65 1SH
Registered Charity Number:	1169595
Trustees:	Carl Andrew Bunting - <i>appointed March 2024</i> Lt Col John Dawson MBE Major Adrian Hunt KVRM DL Superintendent Russell Hughes – <i>resigned January 2024</i> Tony Clabby Captain Sam Rodgers Michael Green
Chair of the Trustees:	Major Adrian Hunt KVRM DL
Vice Chair:	Lt Col John Dawson M.B.E
Volunteer Treasurer/Bookkeeper:	Mark Billups
Principal Bankers:	Virgin Money 1 Frederick Street Rotherham S65 1SH
Independent Examiner:	Angela Hayes Community Accountant 22 Brocklehurst Avenue Barnsley S70 3EE

The Trustees of Rotherham Military Community Veterans Centre (MCVC) present their Annual Report and Financial Statements for the period ended 31 December 2024. The charity changed its financial year end during the year and the accounts represent a sixteen-month period, 01 September 2023 to 31 December 2024. The Trustees have prepared the accounts on a Receipts and Payments basis, in accordance with the provisions of the Charities Act 2011 pertaining to smaller charities.

Structure, Governance and Management

Rotherham Military Community Veterans Centre (MCVC) is a Charitable Incorporated Organisation (CIO), registered with the Charity Commission and governed by its Association Model Constitution which was adopted on 29 September 2016.

Prior to the incorporation of the CIO, Rotherham Military Community Veterans Centre (MCVC) was an unincorporated association. The CIO acquired the charitable funds and activities of the unincorporated Rotherham MCVC on 11 October 2016.

Membership of the CIO is open to those with previous military service (Regular Reserves), their families and dependents. In addition MCVC membership is open to anyone who is interested in furthering its purposes, and who, by applying for membership, has indicated agreement to become a member and acceptance of the duty of members to act in good faith to further the purposes of the CIO. If the CIO is wound up, the members have no liability to contribute to its assets and no personal responsibility for settling its debts and liabilities.

The affairs of the CIO are managed by its Board of Trustees who may exercise all powers of the CIO. The Trustees delegate day-to-day management of MCVC to the Executive Chair who has line management responsibilities for the Development Manager and the Executive Committee.

Appointment of Trustees

Trustees are nominated by other trustees and appointed by a resolution passed at the Annual General Meeting. There must be at least three trustees in office, with a maximum of twelve on the Board of Trustees. One third of the charity trustees shall retire from office at the AGM. The charity trustees to retire by rotation shall be those who have been longest in office since their last appointment or re-appointment. If any trustees were last appointed or reappointed on the same day, those to retire will be determined by lot.

In selecting individuals for appointment as charity trustees, the Trustees have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

The Trustees who served during the period, and to the date of signing of this report, are listed on page 3 of this report.

Charitable Objectives

The objects of the charity, which are stated in the governing document, are:

To relieve the needs of and to promote the good health and wellbeing of ex-service personnel (HM Armed Forces) and their dependants in the Rotherham area, in particular but not exclusively by providing them with comradeship, help and assistance and by offering them a signposting service to expert support providers for their benefit.

Our Mission Statement

MCVC will provide comradeship and a signposting service to expert support providers for ex-service personnel and their dependants in the Rotherham Metropolitan Borough Council area and beyond.

Public Benefit

The trustees have taken due regard of guidance on public benefit published by the Charity Commission in planning the objectives and activities for the year.

The Charity's Beneficiaries

Beneficiaries are defined as any person who has served in the Regular, Reserve or as an auxiliary in the Royal Navy (incl RM), Merchant Navy, Army, or Royal Air Force. These are direct beneficiaries of the charity. MCVC also recognise, in keeping with our mission statement, the dependants of beneficiaries; spouses, partners and their children.

Related Parties

The trustees consider that there are no related parties to the charity.

Risk Management

The Trustees are responsible for identifying and managing risk. The trustees show due diligence by examining the major risks that the charity faces and put systems into operation so that steps can be taken to reduce these risks.

Activities, Achievements and Performance during the year

Over the last 16 months, the group has again grown with new members attending on a weekly basis. This has included several referrals from statutory organisations and people who learned of us by word of mouth. We have continued with partnership working and capacity building amongst the organisation, this led to us being asked to organise and support Rotherham United in their Remembrance Service for over 8,000 fans.

We have supported several members with complex needs and helped to facilitate appointments and engagement with statutory services including physical and mental health, Probation Service, Department of Work and Pensions (DWP) and the Defence Medical Welfare Service (DMWS). Several one-to-one reassurance visits have taken place and one member moved onto a national support programme in Catterick.

We have also started working in partnership with a charity in Barnsley who are developing a suicide prevention camp that encourages people to talk whilst undertaking outdoors activities, followed by a brew and banter around a campfire. We believe this ties in nicely with our GEO/LISA programme, and the Recovery funding that we already possess will help to fund the programme.

We have continued our barge trips, this we find brings people out of their insular world and creates a very calming experience, where people open up with the issues we need to help support them through. Once identification has taken place an informal plan can be put in place with advice from professional members of the Executive group, some who have formal qualifications in this field.

We have carried out several regular craft sessions including wreath making, pottery, casting aluminium and woodworking, all harnessing people's creative skills whilst providing peer support and team building relationships. All this work has been supported by grant funding both from conventional funds and private donations.

Over the last sixteen months, we have continued to use day trips as an engagement tool, this has included, Cleethorpes Armed Forces Day, the All Services Parade at Eden camp, visits to a therapy farm as well as a concert with the Band of the Royal Air Force.

During the year, the grant funding has allowed us to expand the team with members of staff with specific skill sets needed to service the ever-growing requests for support, whilst also promoting to a wider audience the support we can provide. This has also given us confidence to update and rebrand the organisation making it appealing to several different generations of veterans, this has been achieved by producing a "corporate image" which now runs through everything from uniforms to a new and updated website and Facebook group. This expansion has also seen us move into a larger office with a more professional look that gives visitors confidence in our ability to deliver for them.

The funding has also allowed us to extend our backroom staff to create a more reactive and professional office environment. Where everything from messaging to invoice allocation and payment is more streamlined and allows for fast cross checking of receipts and posting to our accounts software. The work the team have undertaken has also included implementing all the recommendations of our auditor from last year's accounts.

The last sixteen months has allowed us time to reflect and re-appraise our policies and procedure. This has led to several changes to enhance transparency and accountability, whilst making sure we get the best possible for every pound we spend, we also try where possible to support local business to make sure the funding we draw down benefits the wider community as well as our veterans.

Future Plans

We have now been allocated a grant from the Defence Medical Welfare Service (DMWS) to help us to reach out to more veterans across South Yorkshire, this process was a very intense process of interviews with Directors of the grant funder and showed that the team have now stepped up their game, to the point grant funders now have confidence of our ability to fulfil their aspirations for veterans on a larger scale. This has now facilitated the employment of an outreach worker to engage with third sector organisations who support veterans.

We have now looked extensively at a new database that will allow us to be more proactive with our welfare support for veterans. Over the next twelve months the plan is to populate the system with contact details. This new system will allow us to track veterans' progress through their independent support plans, whilst keeping relevant data that, with their permission, can be shared with statutory support services without having to constantly repeat themselves.

One of the barriers we have found to engaging veterans from around South Yorkshire is the poor transport networks, this ability to access transport also affects veterans and their family's ability to access our drop ins, various events and activities. Over the next few months, we plan to look at how services may be accessed from providers like "dial a ride" or "community transport" providers to overcome this barrier.

In the next few months, as part of our medium-term plan, we will draw together a National Lottery bid that will facilitate the continued expansion of support for our veterans across South Yorkshire. The bid will cover running costs of the office, but more importantly secure the employment of several workers with specific tasking to support the wider aspirations of the Charity, to become the number one charity in South Yorkshire, with the reputation as the “go to organisation” for professional veteran support.

Over the last four years the organisation has attracted interest from several award bodies, these have ranged from High Sheriff's Awards to two Royal awards, the last being one of HRH Queen Elizabeth II award for Voluntary Service. We have also been considered for and attained the Reserve Forces & Cadet Association's (RFCA) Employer's Recognition (ER) Awards at both bronze and most recently silver level. Early in March we submitted our overwhelming evidence, that the charity is operating at such a high level of professionalism that it deserves the gold award. This will make the MCVC the only charity in South Yorkshire to attain the highest award at MOD and Royal level.

Policy on Reserves

The current policy is that the Trustees will maintain as a reserve of unrestricted funds, one month's salaries cost and three months general running costs. Based on the levels of expenditure in this financial period this equates to approximately £17,500.

At the financial year end, the unrestricted reserves of the charity stand at £26,576 which is above the target amount. The additional reserves are required as a contingency in the event of a gap in funding for staff costs. The Trustees will continue to review the level of reserves required as the charity grows.

Financial Review

In common with other charities of a similar size and nature, MCVC has limited resources and its ongoing operations are currently dependant on funding from grant providers, together with financial support and fundraising from corporate and individual donors.

The financial statements are set out in pages 10 to 15 of this report. During the 16-month reporting period, the charity generated income of £186,440. Total expenditure during the period was £143,738, resulting in a surplus for the year of £42,702.

The total funds of the charity at year-end stand at £73,461. The financial position has improved from the previous financial year and the reserves of the charity, represented by unrestricted funds, have increased from £16,230 to £26,576.

Statement of Trustee Responsibility

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011 and the provisions of the governing document.

The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees declare that they have approved the trustees' report above.

Signed on behalf of the Trustees:

Signed:

Date:

Major Adrian Hunt KVRM DL, Chair of the Trustees

I report on the accounts for the period 01 September 2023 to 31 December 2024, which are set out on pages 10 to 15.

Respective responsibilities of trustees and examiner

The charity's trustees 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 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed. It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with 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 seeking explanations from the 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 examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act, or
- the accounts do not accord with the accounting records

I have no concerns and I have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

Dated:

Angela Hayes, FMAAT
Community Accountant
22 Brocklehurst Avenue, Barnsley, South Yorkshire, S70 3EE

 | Licensed
Accountant

Angela Hayes is licensed and regulated by
AAT under licence number 1006755

ROTHERHAM MILITARY COMMUNITY VETERANS CENTRE (MCVC)

RECEIPTS & PAYMENTS ACCOUNT

PERIOD ENDED 31 DECEMBER 2024

	01 Sep-23 to 31 Dec-24			01 Sep-22 to 31 Aug-23		
	Unrestricted Funds £	Restricted Funds £	Total Funds £	Unrestricted Funds £	Restricted Funds £	Total Funds £
Receipts						
Gifts, donations & fundraising	20,417	1,274	21,691	12,773	20	12,793
Grants	2 600	164,149	164,749	-	44,775	44,775
Other income	-	-	-	280	-	280
Total Receipts	21,017	165,423	186,440	13,053	44,795	57,848
Payments						
Salaries cost	6 -	69,105	69,105	-	26,672	26,672
Volunteer expenses	-	38	38	-	69	69
Travel expenses	593	819	1,412	72	462	534
Staff training	81	1,100	1,181	-	225	225
Uniforms & workwear	400	567	967	429	495	924
Printing, stationery & admin	611	2,061	2,672	841	989	1,830
Telephone & internet	324	1,428	1,752	2,349	279	2,628
Advertising	75	545	620	794	-	794
Insurance	-	3,313	3,313	-	3,194	3,194
Room Hire	565	13,470	14,035	460	7,140	7,600
Events, activities & therapies	5,667	30,752	36,419	1,228	26,338	27,566
Website & ICT	-	3,399	3,399	326	7,142	7,468
Vehicle expenses	367	41	408	496	259	755
Repairs, maintenance & renewals	373	291	664	86	-	86
Equipment & Furniture	46	381	427	72	2,165	2,237
Membership & subscriptions	156	942	1,098	534	-	534
Professional fees & consultancy	291	1,797	2,088	-	3,995	3,995
Miscellaneous & other expenses	2,910	1,230	4,140	2,231	594	2,825
Total Payments	12,459	131,279	143,738	9,918	80,018	89,936
Surplus/(deficit)	8,558	34,144	42,702	3,135	(35,223)	(32,088)
Transfers between funds	7 1,788	(1,788)	-	1,414	(1,414)	-
Net movement in funds	10,346	32,356	42,702	4,549	(36,637)	(32,088)
Total funds brought forward	16,230	14,529	30,759	11,681	51,166	62,847
Total funds carried forward	26,576	46,885	73,461	16,230	14,529	30,759

ROTHERHAM MILITARY COMMUNITY VETERANS CENTRE (MCVC)

STATEMENT OF ASSETS AND LIABILITIES

PERIOD ENDED 31 DECEMBER 2024

	Note	2024	2023
		£	£
Monetary Assets			
Cash in hand		83	732
Bank Current Account		73,378	30,027
Prepaid card		-	-
Total Monetary Assets		<u>73,461</u>	<u>30,759</u>
<u>Represented by:</u>			
General Unrestricted Fund		26,576	16,230
Restricted Funds	7	46,885	14,529
Total Funds		<u>73,461</u>	<u>30,759</u>
 Other Assets and Liabilities			
<u>Fixed Assets retained for the charity's own use (est present value)</u>			
Converted van		32,000	36,000
Computer Equipment		2,356	1,570
		<u>34,356</u>	<u>37,570</u>
 <u>Debtors</u>			
HMRC liabilities overpayment		-	-
Prepayment of insurance		873	1,916
Prepayment of rent		5,000	1,000
		<u>5,873</u>	<u>2,916</u>
 <u>Creditors and other liabilities</u>			
Accountancy fee		(550)	(550)
HMRC Liability		(291)	(291)
Casting Innovations		(440)	(800)
Room hire		(190)	-
		<u>(1,471)</u>	<u>(1,641)</u>

Approved by the Trustees and signed on their behalf by:

Signed:

Date:

Major Adrian Hunt KVRM DL, Chair of the Trustees

1. Accounting policies

Basis of the preparation of the accounts

The financial statements have been prepared on the Receipts & Payments basis, and in accordance with applicable accounting standards and the requirements of the Charity Commission.

Receipts & Payments Accounts are statements that summarise the movement of cash into and out of the charity during the financial year. In this context, 'cash' includes cash equivalents, for example bank accounts where cash can be readily withdrawn to pay for debts as they become due.

Funds Structure

Unrestricted funds

Represents funds which are expendable at the discretion of the trustees in furtherance of the objects of the charity. Unrestricted funds may arise from general donations, fundraising activities, grants of a general nature and fees for service provision.

Restricted funds

Restricted funds are those funds that have been provided to the charity for particular purposes and which may only be spent for the purposes for which they were given. Any balance remaining unspent at the end of the year is carried forward as a balance on the fund, unless permission is given by the funder to remove the restriction on the balance outstanding.

Restricted funds will arise from grants and donations given to the charity for specific purposes

Income

All incoming resources are recognised when they are receivable and are accounted for gross.

Expenditure

The charity is not registered for VAT and all expenditure is shown inclusive of non-recoverable VAT.

ROTHERHAM MILITARY COMMUNITY VETERANS CENTRE (MCVC)

NOTES TO THE ACCOUNTS continued

PERIOD ENDED 31 DECEMBER 2024

2. Grants received

	2024	2023
	£	£
Armed Forces Covenant Fund Trust	9,625	27,875
The National Lottery Community Fund	95,374	-
Veterans' Foundation	39,150	-
Voluntary Action Rotherham (Mental Health)	5,100	9,900
Voluntary Action Rotherham (Shared Spaces)	-	5,000
Voluntary Action Rotherham (Recovery)	5,000	-
Voluntary Action Rotherham (P&EI)	4,000	-
Voluntary Action Rotherham (Health Check Sessions)	600	-
Freemasonry & Lieutenancies Partnership	3,500	-
Asda Foundation	400	-
James Neil Foundation	2,000	2,000
Total	<u>164,749</u>	<u>44,775</u>

The grant of £600 from Voluntary Action Rotherham, for health check sessions, was unrestricted. All other grant income is restricted funds.

3. Trustees' remuneration, benefits and expenses

There was no remuneration, expenses or benefits made to trustees during this accounting period. In the previous financial year, out of pocket expenses were paid to one trustee, to the value of £42.

4. Related party transactions

There were no transactions with any person or party closely related to a trustee, during this or the previous financial period.

5. Independent Examiner's Fee

During the period, the cost of the Independent Examination and accountancy services, provided by Angela Hayes, Community Accountant, was £550. (2023: £550).

6. Staff Costs

	2024	2023
	£	£
Salaries cost	63,757	23,646
Employer NIC	4,501	2,042
Employment Allowance	(4,501)	(2,042)
Employer pension contribution	5,348	3,026
Total	<u>69,105</u>	<u>26,672</u>

The average number of staff employed during the financial period was 3 (2023: 1).

ROTHERHAM MILITARY COMMUNITY VETERANS CENTRE (MCVC)

NOTES TO THE ACCOUNTS continued

PERIOD ENDED 31 DECEMBER 2024

7. Restricted Funds

	Opening balance	Receipts	Payments	Transfers	Closing balance
	£	£	£	£	£
Hardship Fund	258	-	(50)	-	208
The Worshipful Company of Weavers	2,207	-	(2,207)	-	-
The National Lottery Community Fund (NLCF)	-	95,374	(79,789)	-	15,585
NLCF: Hidden Faces	1,003	-	(461)	(542)	-
Veterans' Foundation	-	39,150	(14,841)	-	24,309
Armed Forces Covenant Fund Trust: Hidden Faces	1,738	875	(1,367)	(1,246)	-
Freemasonry & Lieutenancies Partnership	-	3,500	(3,000)	-	500
James Neil Foundation	-	2,000	(2,000)	-	-
Voluntary Action Rotherham: Mental Health Grant	3,667	5,100	(8,767)	-	-
Voluntary Action Rotherham: Recovery	-	5,000	(3,330)	-	1,670
Voluntary Action Rotherham: P&EI	-	4,000	(661)	-	3,339
Veterans, Places, Pathway & People (AFCFT)	5,656	8,750	(14,406)	-	-
Armed Forces Day Donations	-	274	-	-	274
Asda Foundation	-	400	(400)	-	-
Casting Innovations	-	1,000	-	-	1,000
TOTAL	14,529	165,423	(131,279)	(1,788)	46,885

Fund Transfers

Balances on Hidden Faces funding. The Hidden Faces project ended in the previous financial year. The Trustees confirm that grants are fully spent and all obligations to the funders have been met.

8. Restricted Funds Summary

- The Hardship Fund - a fund that provides small grants to individuals during times of need.
- The Worshipful company of Weavers - a grant to support veterans, reduce re-offending and rebuild local veteran communities.
- The National Lottery Community Fund - a two-year Reaching Communities Grant, to help fund the provision of staff (including a Development Manager and Administrative Support Personnel), along with running costs for the organisation.
- The National Lottery Community Fund: Hidden Faces - a grant to cover running costs for the van and trailer during the Hidden Faces project.
- Veterans' Foundation – funding to employ an admin worker for a period of two years to support the Delivery Manager to provide support and assistance to the veterans community.
- Armed Forces Covenant Fund Trust: Hidden faces - a two-year project to address loneliness and isolation.
- Freemasonry & Lieutenancies Partnership – funding to help support the provision of activities.
- James Neil Foundation – funding to provide opportunities for the members of MCVC to participate in sessions at Casting Innovations.
- VAR Mental Health Grant – NHS Support Grant to provide various activities to support positive mental wellbeing for veterans and their families during the cost of living crisis.
- VAR Recovery – Building Recovery in Communities, a grant to fund therapeutic activity sessions for veterans in recovery.
- VAR P&EI – a grant from the Prevention & Early Intervention Grant Programme (Combatting Social Isolation) to help to fund our activities which are designed to help those who are at risk of becoming lonely, or who are already in the process of combatting loneliness.
- Veterans, Places, Pathway & People (AFCFT) – Grant funding from the Armed Forces Covenant Fund Trust, to fund events and activities aimed at preventing loneliness and improving access to mental health and well-being services/support.
- Armed Forces Day Donations – restricted donations for Armed Forces Day events.
- Asda Foundation – a small grant to support activities & events.
- Casting Innovations – A restricted donation to fund sessions at Casting Innovation.