

Company Registration No. 09537026 (England and Wales)

**VOLUNTEER IT YOURSELF C.I.C.**  
**ANNUAL REPORT AND UNAUDITED**  
**FINANCIAL STATEMENTS**  
**FOR THE PERIOD ENDED**  
**31 MARCH 2017**

**TWP Accounting LLP**  
**Chartered Accountants**  
**The Old Rectory**  
**Church Street**  
**Weybridge**  
**Surrey**  
**KT13 8DE**

# VOLUNTEER IT YOURSELF C.I.C.

## COMPANY INFORMATION

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<b>Directors</b>	O Barrett T E Reading E Sellwood O Van Rossem
<b>Company number</b>	09537026
<b>Registered office</b>	The Old Rectory Church Street Weybridge Surrey KT13 8DE
<b>Accountants</b>	TWP Accounting LLP Chartered Accountants The Old Rectory Church Street Weybridge Surrey KT13 8DE

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# VOLUNTEER IT YOURSELF C.I.C.

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# **VOLUNTEER IT YOURSELF C.I.C.**

## **DIRECTORS' REPORT**

***FOR THE PERIOD ENDED 31 MARCH 2017***

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The directors present their annual report and financial statements for the Period ended 31 March 2017.

### **Directors**

The directors who held office during the Period and up to the date of signature of the financial statements were as follows:

O Barrett  
T E Reading  
E Sellwood  
O Van Rossem

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

On behalf of the board

T E Reading

**Director**

19 December 2017

# **VOLUNTEER IT YOURSELF C.I.C.**

## **ACCOUNTANTS' REPORT TO THE BOARD OF DIRECTORS ON THE PREPARATION OF THE UNAUDITED STATUTORY FINANCIAL STATEMENTS OF VOLUNTEER IT YOURSELF C.I.C. FOR THE PERIOD ENDED 31 MARCH 2017**

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In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the financial statements of Volunteer it Yourself C.I.C. for the Period ended 31 March 2017 which comprise the Income and Expenditure Account, the Balance Sheet and the related notes from the company's accounting records and from information and explanations you have given us.

As a practising member firm of the Institute of Chartered Accountants in England and Wales (ICAEW), we are subject to its ethical and other professional requirements which are detailed at <http://www.icaew.com/en/members/regulations-standards-and-guidance>.

This report is made solely to the Board of Directors of Volunteer it Yourself C.I.C., as a body, in accordance with the terms of our engagement letter. Our work has been undertaken solely to prepare for your approval the financial statements of Volunteer it Yourself C.I.C. and state those matters that we have agreed to state to the Board of Directors of Volunteer it Yourself C.I.C., as a body, in this report in accordance with ICAEW Technical Release 07/16 AAF. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Volunteer it Yourself C.I.C. and its Board of Directors as a body, for our work or for this report.

It is your duty to ensure that Volunteer it Yourself C.I.C. has kept adequate accounting records and to prepare statutory financial statements that give a true and fair view of the assets, liabilities, financial position and surplus of Volunteer it Yourself C.I.C.. You consider that Volunteer it Yourself C.I.C. is exempt from the statutory audit requirement for the Period.

We have not been instructed to carry out an audit or a review of the financial statements of Volunteer it Yourself C.I.C.. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory financial statements.

*TWP Accounting LLP*

**TWP Accounting LLP**  
Chartered Accountants  
The Old Rectory  
Church Street  
Weybridge  
Surrey  
KT13 8DE

Date 21 December 2017

# VOLUNTEER IT YOURSELF C.I.C.

## INCOME AND EXPENDITURE ACCOUNT

FOR THE PERIOD ENDED 31 MARCH 2017

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	Period ended 31 March 2017 £	Period ended 30 April 2016 £
<b>Income</b>	416,276	319,339
Cost of sales	(304,712)	(230,664)
	<hr/>	<hr/>
<b>Gross surplus</b>	111,564	88,675
Administrative expenses	(91,522)	(85,268)
	<hr/>	<hr/>
<b>Operating surplus</b>	20,042	3,407
Interest payable and similar expenses	(7)	(8)
	<hr/>	<hr/>
<b>Surplus before taxation</b>	20,035	3,399
Tax on surplus	(4,741)	-
	<hr/>	<hr/>
<b>Surplus for the financial Period</b>	<u>15,294</u>	<u>3,399</u>

# VOLUNTEER IT YOURSELF C.I.C.

Company Registration No. 09537026

## BALANCE SHEET

AS AT 31 MARCH 2017

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	Notes	2017 £	£	2016 £	£
<b>Current assets</b>					
Stocks		2,954		-	
Debtors	3	48,139		-	
Cash at bank and in hand		39,044		48,303	
		<u>90,137</u>		<u>48,303</u>	
<b>Creditors: amounts falling due within one year</b>	4	<u>(71,444)</u>		<u>(44,904)</u>	
<b>Net current assets</b>			<u>18,693</u>		<u>3,399</u>
<b>Reserves</b>					
Income and expenditure account			<u>18,693</u>		<u>3,399</u>

For the financial Period ended 31 March 2017 the company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the Period in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements were approved by the board of directors and authorised for issue on 4 December 2017 and are signed on its behalf by:

T E Reading  
Director

# VOLUNTEER IT YOURSELF C.I.C.

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE PERIOD ENDED 31 MARCH 2017

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#### 1 Accounting policies

##### Company information

Volunteer it Yourself C.I.C. is a private company without share capital. The registered office is The Old Rectory, Church Street, Weybridge, Surrey, KT13 8DE.

##### 1.1 Accounting convention

These financial statements have been prepared in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the requirements of the Companies Act 2006 as applicable to companies subject to the small companies regime. The disclosure requirements of section 1A of FRS 102 have been applied other than where additional disclosure is required to show a true and fair view.

The financial statements are prepared in sterling, which is the functional currency of the company. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

These financial statements for the Period ended 31 March 2017 are the first financial statements of Volunteer it Yourself C.I.C. prepared in accordance with FRS 102, The Financial Reporting Standard applicable in the UK and Republic of Ireland. The date of transition to FRS 102 was 10 April 2015. The reported financial position and financial performance for the previous period are not affected by the transition to FRS 102.

##### 1.2 Income and expenditure

Income and expenses are included in the financial statements as they become receivable or due.

Expenses include VAT where applicable as the company cannot reclaim it.

##### 1.3 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition.

Stocks held for distribution at no or nominal consideration are measured at the lower of replacement cost and cost, adjusted where applicable for any loss of service potential.

At each reporting date, an assessment is made for impairment. Any excess of the carrying amount of stocks over its estimated selling price less costs to complete and sell is recognised as an impairment loss in profit or loss. Reversals of impairment losses are also recognised in profit or loss.

##### 1.4 Cash at bank and in hand

Cash at bank and in hand are basic financial assets and include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

##### 1.5 Taxation

The tax expense represents the sum of the tax currently payable.



# VOLUNTEER IT YOURSELF C.I.C.

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE PERIOD ENDED 31 MARCH 2017

### 1 Accounting policies

(Continued)

#### **Current tax**

The tax currently payable is based on taxable profit for the year. Taxable profit differs from net profit as reported in the profit and loss account because it excludes items of income or expense that are taxable or deductible in other years and it further excludes items that are never taxable or deductible. The company's liability for current tax is calculated using tax rates that have been enacted or substantively enacted by the reporting end date.

### 1.6 Employee benefits

The costs of short-term employee benefits are recognised as a liability and an expense, unless those costs are required to be recognised as part of the cost of stock or fixed assets.

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the company is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

### 1.7 Leases

Rentals payable under operating leases, including any lease incentives received, are charged to income on a straight line basis over the term of the relevant lease except where another more systematic basis is more representative of the time pattern in which economic benefits from the lease asset are consumed.

### 2 Employees

The average monthly number of persons (including directors) employed by the company during the Period was 2 (2016 - 2).

### 3 Debtors

	2017	2016
	£	£
<b>Amounts falling due within one year:</b>		
Service charges due	12,000	-
Other debtors	36,139	-
	<u>48,139</u>	<u>-</u>

### 4 Creditors: amounts falling due within one year

	2017	2016
	£	£
Other taxation and social security	6,841	2,129
Other creditors	64,603	42,775
	<u>71,444</u>	<u>44,904</u>

# **VOLUNTEER IT YOURSELF C.I.C.**

## **NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)** ***FOR THE PERIOD ENDED 31 MARCH 2017***

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### **5 Members' liability**

The company is limited by guarantee, not having a share capital and consequently the liability of members is limited, subject to an undertaking by each member to contribute to the net assets or liabilities of the company on winding up such amounts as may be required not exceeding £1.

### **6 Related party transactions**

At the balance sheet date the company owed The Co-Sponsorship Agency Limited, a connected company, £43,196 (2016 - £40,675).

**VOLUNTEER IT YOURSELF C.I.C.**  
**MANAGEMENT INFORMATION**  
**FOR THE PERIOD ENDED 31 MARCH 2017**

# VOLUNTEER IT YOURSELF C.I.C.

## DETAILED TRADING AND INCOME AND EXPENDITURE ACCOUNT FOR THE PERIOD ENDED 31 MARCH 2017

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		Period ended 31 March 2017		Period ended 30 April 2016
	£	£	£	£
<b>Income</b>				
Sales		416,276		319,339
<b>Cost of sales</b>				
Direct costs	214,115		171,346	
Subcontract labour	-		14,000	
Training costs	90,597		45,318	
		<u>(304,712)</u>		<u>(230,664)</u>
<b>Gross surplus</b>	26.80%	111,564	27.77%	88,675
<b>Administrative expenses</b>		<u>(91,522)</u>		<u>(85,268)</u>
<b>Operating surplus</b>		20,042		3,407
<b>Interest payable and similar expenses</b>				
Other interest payable	-		8	
Interest on overdue taxation	7		-	
		<u>(7)</u>		<u>(8)</u>
<b>Surplus before taxation</b>	4.81%	<u>20,035</u>	1.06%	<u>3,399</u>

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# VOLUNTEER IT YOURSELF C.I.C.

## SCHEDULE OF ADMINISTRATIVE EXPENSES

FOR THE PERIOD ENDED 31 MARCH 2017

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	Period ended 31 March 2017 £	Period ended 30 April 2016 £
<b>Administrative expenses</b>		
Wages and salaries	28,083	24,517
Social security costs	6,120	5,619
Directors' remuneration	31,131	28,500
Rent	8,750	-
Insurance	3,999	-
Travelling expenses	7,869	-
Legal and professional fees	-	8,987
Consultancy fees	-	15,000
Accountancy	4,413	2,343
Bank charges	175	-
Printing and stationery	703	-
Entertaining	279	302
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	91,522	85,268
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