

Company Registration No. 09537026 (England and Wales)

**VOLUNTEER IT YOURSELF C.I.C.**  
**ANNUAL REPORT AND UNAUDITED**  
**FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED**  
**31 MARCH 2024**

**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>	T E Reading E Sellwood M P Gaunt
<b>Company number</b>	09537026
<b>Registered office</b>	The Old Rectory Church Street Weybridge Surrey KT13 8DE
<b>Accountants</b>	TWP Accounting LLP 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 YEAR ENDED 31 MARCH 2024*

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The directors present their annual report and financial statements for the year ended 31 March 2024.

#### **Directors**

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

T E Reading  
E Sellwood  
M P Gaunt

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**  
Date: .....

# **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 YEAR ENDED 31 MARCH 2024**

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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 year ended 31 March 2024 which comprise the income and expenditure account, the balance sheet, the statement of changes in equity 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 <https://www.icaew.com/regulation>

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 year.

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**

Chartered Accountants  
The Old Rectory  
Church Street  
Weybridge  
Surrey  
KT13 8DE

Date:

# VOLUNTEER IT YOURSELF C.I.C.

## INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2024

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	<b>2024</b> £	<b>2023</b> £
<b>Income</b>	2,301,702	2,232,775
Cost of sales	(1,238,117)	(1,203,531)
	<hr/>	<hr/>
<b>Gross surplus</b>	1,063,585	1,029,244
Administrative expenses	(864,609)	(985,754)
Other operating income	-	990
	<hr/>	<hr/>
<b>Operating surplus</b>	198,976	44,480
Interest receivable and similar income	862	130
Interest payable and similar expenses	(1,183)	(3,510)
	<hr/>	<hr/>
<b>Surplus before taxation</b>	198,655	41,100
Tax on surplus	(49,360)	(7,382)
	<hr/>	<hr/>
<b>Surplus for the financial year</b>	<u>149,295</u>	<u>33,718</u>

# VOLUNTEER IT YOURSELF C.I.C.

Company Registration No. 09537026

## BALANCE SHEET

AS AT 31 MARCH 2024

	Notes	2024 £	£	2023 £	£
<b>Fixed assets</b>					
Intangible assets	3		3,340		3,760
Tangible assets	4		2,120		3,495
			<u>5,460</u>		<u>7,255</u>
<b>Current assets</b>					
Debtors	5	637,124		149,892	
Cash at bank and in hand		420,640		485,320	
		<u>1,057,764</u>		<u>635,212</u>	
<b>Creditors: amounts falling due within one year</b>	6	(533,589)		(387,910)	
<b>Net current assets</b>			<u>524,175</u>		<u>247,302</u>
<b>Total assets less current liabilities</b>			529,635		254,557
<b>Creditors: amounts falling due after more than one year</b>	7		(149,950)		(24,167)
<b>Net assets</b>			<u>379,685</u>		<u>230,390</u>
<b>Reserves</b>					
Income and expenditure account			379,685		230,390
<b>Members' funds</b>			<u>379,685</u>		<u>230,390</u>

For the financial year ended 31 March 2024 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 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 year 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.

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

**Company Registration No. 09537026**

**BALANCE SHEET (CONTINUED)**

***AS AT 31 MARCH 2024***

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

.....  
T E Reading  
**Director**

# VOLUNTEER IT YOURSELF C.I.C.

## STATEMENT OF CHANGES IN EQUITY FOR THE YEAR ENDED 31 MARCH 2024

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	<b>Income and expenditure £</b>
<b>Balance at 1 April 2022</b>	196,672
<b>Year ended 31 March 2023:</b>	
Profit and total comprehensive income for the year	33,718
	<hr/>
<b>Balance at 31 March 2023</b>	230,390
<b>Year ended 31 March 2024:</b>	
Profit and total comprehensive income for the year	149,295
	<hr/>
<b>Balance at 31 March 2024</b>	<u>379,685</u>

# VOLUNTEER IT YOURSELF C.I.C.

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 MARCH 2024

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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 £.

#### 1.2 Turnover

Turnover is recognised at the fair value of the consideration received or receivable for consultancy services provided in the normal course of business, and is shown net of VAT and other sales related taxes. The fair value of consideration takes into account trade discounts, settlement discounts and volume rebates.

#### 1.3 Intangible fixed assets other than goodwill

Intangible assets acquired separately from a business are recognised at cost and are subsequently measured at cost less accumulated amortisation and accumulated impairment losses.

Amortisation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Software	10 years straight line
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#### 1.4 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Computer equipment	3 years straight line
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The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is credited or charged to surplus or deficit.

#### 1.5 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.

# VOLUNTEER IT YOURSELF C.I.C.

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

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### 1 Accounting policies (Continued)

#### 1.6 Financial instruments

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

##### **Basic financial liabilities**

Basic financial liabilities, including creditors, bank loans, loans from fellow group companies and preference shares that are classified as debt, are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

#### 1.7 Taxation

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

##### **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.

#### 1.8 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

#### 1.9 Government grants

Government grants are recognised at the fair value of the asset received or receivable when there is reasonable assurance that the grant conditions will be met and the grants will be received.

A grant that specifies performance conditions is recognised in income when the performance conditions are met. Where a grant does not specify performance conditions it is recognised in income when the proceeds are received or receivable. A grant received before the recognition criteria are satisfied is recognised as a liability.

### 2 Employees

The average monthly number of persons (including directors) employed by the company during the year was:

	<b>2024</b>	<b>2023</b>
	<b>Number</b>	<b>Number</b>
Total	23	21
	<u>          </u>	<u>          </u>

# VOLUNTEER IT YOURSELF C.I.C.

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

### 3 Intangible fixed assets

	<b>Other £</b>
<b>Cost</b>	
At 1 April 2023 and 31 March 2024	4,200
<b>Amortisation and impairment</b>	
At 1 April 2023	440
Amortisation charged for the year	420
At 31 March 2024	860
<b>Carrying amount</b>	
At 31 March 2024	3,340
At 31 March 2023	3,760

### 4 Tangible fixed assets

	<b>Plant and machinery etc £</b>
<b>Cost</b>	
At 1 April 2023	5,992
Additions	707
At 31 March 2024	6,699
<b>Depreciation and impairment</b>	
At 1 April 2023	2,497
Depreciation charged in the year	2,082
At 31 March 2024	4,579
<b>Carrying amount</b>	
At 31 March 2024	2,120
At 31 March 2023	3,495

### 5 Debtors

	<b>2024 £</b>	<b>2023 £</b>
<b>Amounts falling due within one year:</b>		
Trade debtors	178,242	102,350
Other debtors	458,882	47,542
	637,124	149,892

# VOLUNTEER IT YOURSELF C.I.C.

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

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

	2024 £	2023 £
Bank loans	10,000	10,000
Trade creditors	227,693	122,391
Taxation and social security	65,378	23,939
Other creditors	230,518	231,580
	<u>533,589</u>	<u>387,910</u>

Included within other creditors is a loan amount of £33,905 (2023: £16,679) which has been secured by a floating charge against the company's property and undertakings.

### 7 Creditors: amounts falling due after more than one year

	2024 £	2023 £
Bank loans and overdrafts	14,167	24,167
Other creditors	135,783	-
	<u>149,950</u>	<u>24,167</u>

Included within other creditors is a loan amount of £135,783 (2023 - £0) which has been secured by a floating charge against the company's property and undertakings.

### 8 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.

**VOLUNTEER IT YOURSELF C.I.C.**  
**MANAGEMENT INFORMATION**  
**FOR THE YEAR ENDED 31 MARCH 2024**

# VOLUNTEER IT YOURSELF C.I.C.

## DETAILED TRADING AND INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2024

		2024		2023
	£	£	£	£
<b>Income</b>				
Sales		2,301,702		2,232,775
<b>Cost of sales</b>				
Direct costs	517,308		496,290	
Training costs	720,809		707,241	
		<u>(1,238,117)</u>		<u>(1,203,531)</u>
<b>Gross surplus</b>	46.21%	1,063,585	46.10%	1,029,244
<b>Other operating income</b>				
Government grants receivable and released		-		990
<b>Administrative expenses</b>				
Wages and salaries	674,901		771,585	
Social security costs	62,071		74,265	
Staff recruitment costs	8,995		23,331	
Staff pension costs	15,616		16,881	
Insurance	16,185		14,850	
Computer running costs	15,987		9,777	
Travelling expenses	11,116		24,813	
Accountancy	30,825		30,656	
Bank charges	411		314	
Printing and stationery	1,390		1,758	
Advertising	5,930		3,462	
Telecommunications	10,581		8,497	
Entertaining	4,279		2,709	
Sundry expenses	3,820		480	
Amortisation	420		420	
Depreciation	2,082		1,956	
		<u>(864,609)</u>		<u>(985,754)</u>
<b>Operating surplus</b>		198,976		44,480
<b>Interest receivable and similar income</b>				
Bank interest received	862		130	
		862		130
<b>Interest payable and similar expenses</b>				
Bank interest on loans and overdrafts	1,061		2,611	
Other interest payable	122		899	
		<u>(1,183)</u>		<u>(3,510)</u>
<b>Surplus before taxation</b>	8.63%	<u>198,655</u>	1.84%	<u>41,100</u>