



ANNUAL REPORT

2009

Supported by:



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ORGANISATION INFORMATION

Name: Fenland Council for Voluntary Service

Charity Number: 1104586

Company No: 5050273

Principal Office: Town Hall
Market Place
March
Cambridgeshire
PE15 9JF

Registered Office: 1 School Lane
Wisbech
Cambridgeshire
PE13 1AW

MISSION STATEMENT

Fenland is an area of diverse communities, predominantly rural villages and market towns, with areas of deprivation.

Our mission is to improve the quality of life of the citizens of Fenland by encouraging, promoting, supporting and developing the work of voluntary organisations and community groups in the District and helping them to be as effective and sustainable as possible. We will raise the profile of the Voluntary Sector; recognising its diversity and the contribution it makes to the community.

We will achieve this by undertaking a range of activities in line with the NACVS core functions and by developing our services to meet the changing needs of voluntary and community groups.

DIRECTORS OF LIMITED COMPANY 2008-9

<u>Chairman</u>	Fran Monson	<i>Voluntary Services Manager North Cambs Hospital</i>
<u>Treasurer</u>	Linda Hutchinson	<i>Fenland Citizens Advice Bureau</i>
<u>Directors</u>	Margaret Dunham	<i>Dunhams Wood</i>
	Janet Feary	<i>Individual member</i>
	Terry Jennings	<i>Guyhirn Village Hall (co-opted September 2008)</i>
	Celia Johns	<i>Business in the Community</i>
	Reg Kemp	<i>Trinity Methodist Church</i>
	Graham McDonald	<i>Fenland Mencap Befriending Scheme (resigned February 2009)</i>
	Thelma Wadsley	<i>Individual member</i>
<u>Company Secretary</u>	Rodger Lymburn	<i>Chief Officer</i>

MEMBERS OF STAFF

<u>Chief Officer</u>	Rodger Lymburn	<i>Appointed June 2003</i>
<u>Information Officer</u>	Jean Gledhill	<i>Appointed July 2002</i>
<u>Development Worker</u>	Julie Morling	<i>Appointed August 2005</i>
<u>Administration Assistant</u>	Anne Edwards	<i>Appointed April 2007</i>

CHAIRMAN'S REPORT

I have great pleasure to introduce this Annual Report of what has once again been a year of considerable growth and one that has seen a significant number of changes and challenges for us as an organisation and for the social and economic communities that we serve.

This year saw our second tranche of Big Lottery Funding (BLF) come to an end and, due to the changes in the criteria, we were unable to secure further funding for our core services from BLF. This created significant challenges for not only the Board but also the staff. It was a time of uncertainty for the future of the organisation, but a great deal of work and dedication from both Board members and staff successfully negotiated and secured funding from our three statutory partners for a further one year. This is due to be reviewed in line with the county wide voluntary sector review expected to take place this year, which in itself will, we hope, standardise and stabilise voluntary sector funding via a contractual basis for future years.

We continue to work closely with our statutory partners and during the year two major events delivered in conjunction with Fenland District Council, proved to be a great success. The first in June 2008, a funding event supported by the Big Lottery Fund and other funders, gave our members and other voluntary and community groups working across Fenland, an opportunity to meet with a number of funders and to gain a better understanding of their funding programmes and how to better access their funding processes.

The second event was held during Compact Week and this was an opportunity for groups to learn more about the Cambridgeshire Compact and the effects it may have on them. The day's programme also included ideas on how groups could promote themselves.

Two Directors joined the Board this year, Terry Jennings from Young People Guyhirn and Margaret Dunham from Dunham's Wood in March. Both have been a great asset to the Board during their time with us and bring valuable diversity of both knowledge and understanding of the different sectors of the communities that they represent. Sadly, we had to say goodbye to Graham McDonald who has now moved on to pastures new and wish him every success for his future. I would like to thank him for his contribution and dedication to the governance of this organisation.

This organisation would not be the success it is today without the tireless contributions of all the members of the Board bringing to it their dedication, experience and knowledge and I personally am very grateful for all the support I have been given over the years. Of course, the main group of people that warrant and deserve my gratitude are the staff who, on a daily basis, deliver our services and without whom this organisation would not be the success and cornerstone of Fenland's voluntary sector that it is today.

In looking to the future, we will continue to look at diversifying our income streams to establish and secure the future of this organisation. In doing this, it will enable us to continue to support and empower voluntary and community groups within Fenland to increase their capacity and to improve their sustainability.

Fran Monson
Chair
August 2009

CHIEF OFFICER'S REPORT

This year has again been one of significant development and achievement for the organisation. We have continued to build on the foundations laid in earlier years and develop the range of services available to members. The year has also seen a significant change in the Economic Climate which has impacted upon both our organisation and the local groups we seek to assist.

This year also marked the final year of funding from Big Lottery Fund which finished in April 2009 and I am pleased to say they remain delighted with the results we have achieved. In service terms our focus has continued to be on the outputs and outcomes which we have been asked to deliver. These are covered in more detail in the next section of the Annual Report.

Significantly over the past year we have been working closely with colleagues from across the county on a range of issues; significantly the development and introduction of the Cambridgeshire Compact and also with the countywide voluntary sector consortium (CVSIC) which I chaired for part of the year. This joint working has led to a number of opportunities and FCVS will be leading a countywide project from September 2009 aimed at bringing more consistency and harmonisation to CVS work across the county. This will also give us the opportunity to ensure that Fenland groups have access to the best possible resources from FCVS.

We have continued to work with our statutory partners; the tool kits we previously developed in conjunction with Fenland District Council have been extremely well received and we receive many comments on how simple and straightforward they are. We have worked with the District Council to organise a Funding Fair and with Heritage Lottery Fund to arrange funding clinics.

I very much hope that the direction we are taking is meeting the needs of our members; certainly the results from our most recent membership survey continue to be encouraging in this respect. Indeed the independent organisation undertaking the survey recognised FCVS as being a high performing organisation.

It is equally encouraging to see that membership of the organisation continues to grow but also that these new members cover both a wide geographical area and a wide range of activities. It is certainly our intention to continue this trend and to provide the widest possible access to our services.

Looking to the future our core work will continue and we will seek to develop our services in a sustainable way. There are a number of potentially exciting opportunities and challenges for us to meet, not least in replacing the funding we received from Big Lottery Fund. I believe however that we have now demonstrated the value of the services we provide and that moving forward we will attract resources to further develop the organisation.

We have been successful in securing additional funding for the current year from Cambridgeshire County Council, Fenland District Council and NHS Cambridgeshire but recognise that ongoing sustainability will be a challenge particularly in the current economic climate.

We intend to continue to develop the range of services we offer and, hopefully, continue to increase the number of groups using our services. Certainly 2008-9 was a very busy year for us as, shown in the next section.

I also hope that we will continue to play a significant part in local and sub regional initiatives, particularly where these affect our sector. In particular I will be looking to continue our representation on the Local Strategic Partnership and will be working to ensure that the sector has the opportunity to contribute to the new Neighbourhood Engagement Strategy being developed by the District Council.

Finally I would like to end by thanking all staff for their hard work during the year and the Trustee Board for their ongoing support.

Rodger Lymburn
August 2009

OVERVIEW OF THE YEAR

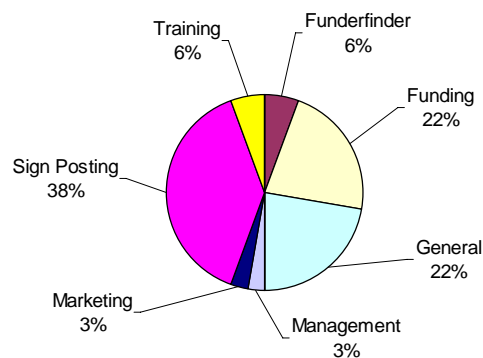
Introduction

The following information and statistics give an overview of the services we have provided for local voluntary and community groups in what again has been a busy year for us. The demand for these services has been varied and reflects the wide ranging needs of our ever growing membership. A list of our current members is shown on page 15 of this report.

Enquiries

The chart below gives a breakdown of the range of enquiries during this period:

Enquiries: April 2008 – March 2009

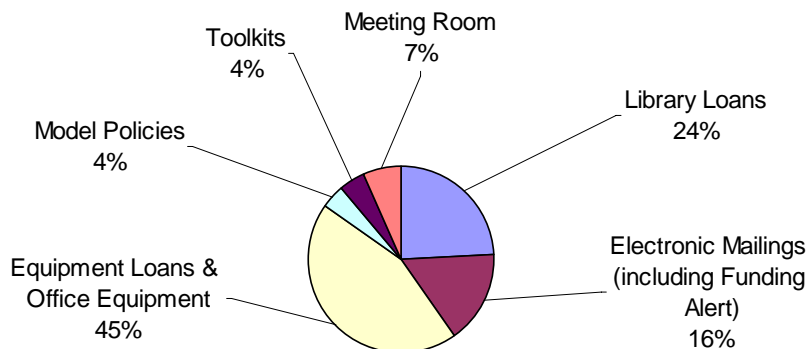


Requests for support and guidance around fundraising account for a total of 28% of all enquiries, a very slight increase on last year. The figure of 38% for signposting involved directing enquiries to other or additional sources of help and support, and again reflects the diverse needs of our membership.

Equipment and Resources

The number of equipment loans and requests for other resources has grown by 15% this year, and in particular a number of groups have been using our photocopying facilities and meeting room on a regular basis.

Equipment and Resources: April 2008 – March 2009



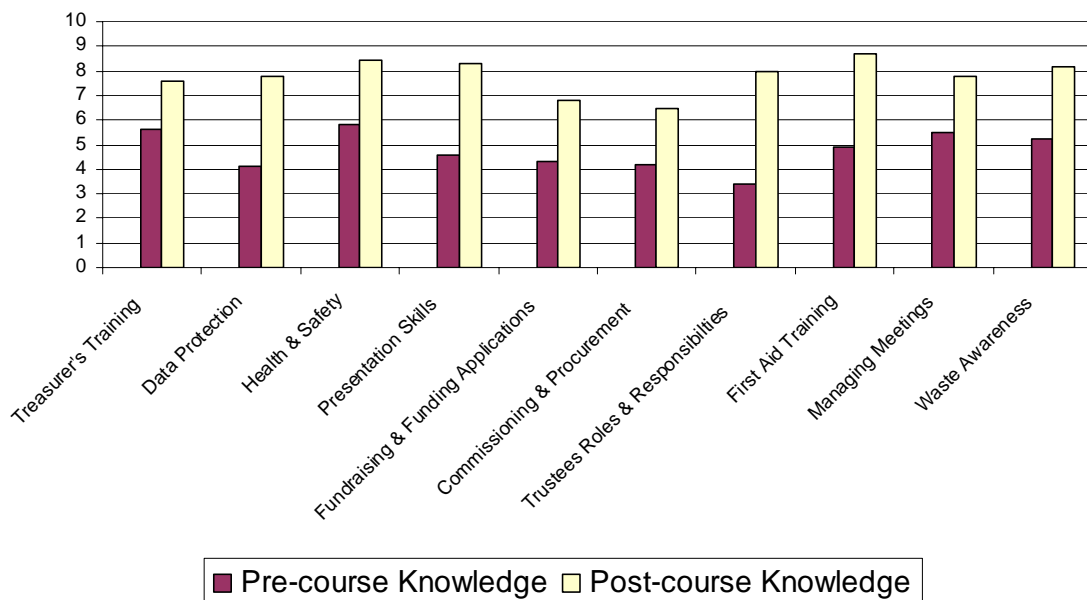
Training Programme

We have seen a steady uptake of this year's programme by paid staff, volunteers and trustees of both member and non member groups. We have on occasions also been approached for places by groups working just outside of our area and from our partner CVS in other parts of the county. We have been happy to accommodate these requests where possible.

The training programme plays a major role in monitoring and evaluating our outcomes and more details of this aspect of our work are shown under the heading of Added Value.

As shown below, the programme consisted of 10 sessions on a variety of subjects, all of which have been delivered by professional trainers who have a wealth of knowledge and experience of working with voluntary and community groups. We are pleased to report that out of 111 attendees, 102 indicated that their skills and knowledge had improved as a result of attending our training.

Training: April 2008 – March 2009



Newsletter and Communications

Our newsletter is distributed bi-monthly to member groups and other stakeholders; approximately 340 copies per edition. The newsletter is an ideal way of keeping members informed of local, regional and national issues pertinent to the voluntary and community sector and we also provide a regular insert on funding opportunities.

It is encouraging that members continue to contribute to the regular Community News section where they can publicise and share information about their work. We have also included a new regular section on new members, together with a short summary about them.

As well as the monthly Funding Alert, we provide regular email bulletins on a variety of subjects and other information that we receive from members, partners and other stakeholders and this is another method available for groups to quickly publicise any news and get information to a wider audience. To date approximately 50% of our members are signed up to this service.

Website

The website has generated a number of enquiries during the year, particularly about our training programme and general enquiries about the type of support the CVS provides. We update this on a regular basis in conjunction with our newsletter, to ensure that the information is current and relevant and there are a number of links to other external sources of help and advice.

Other Events

During the past year we have continued our partnership working with Fenland District Council and jointly organised two events; Focus on Funding and Promoting Your Organisation. Both events were very well attended with 86 representatives from a variety of 73 voluntary and community groups working across Fenland.

The Funding event was an opportunity to learn more about the different types of funding sources, their applications processes and to improve skills and knowledge in applying for funding. The day's programme included updates from a number of funders, e.g. The Big Lottery Fund, WREN, Cambridgeshire Community Foundation and the Heritage Lottery Fund.

From the immediate feedback received on the day, respondents indicated that they had increased their knowledge of the subject and that they felt more confident to apply for funding. Indeed, we are aware that several went on to successfully secure funding for their projects. The aim of the Promoting Your Organisation event was to enable groups to better promote themselves, which included a short trainer led session on ideas and methods. This was delivered during Compact Week in order to raise awareness of the Cambridgeshire Compact.

Of the 30 organisations who attended, 19 told us that they had improved their skills and knowledge in how they would consider promoting their organisations and 22, who had previously no knowledge of it, now knew something about the Compact. A large majority of attendees expressed how valuable both events were in respect of networking and meeting representatives from other organisations within Fenland. The events clearly offered groups the opportunity to learn from others, share experiences and exchange ideas.

Comments from the Funding event included:

'Being able to talk face to face with funders was very useful & gave me the confidence to apply to them '

The greatest benefit has been to see how friendly and approachable the funders are'

'Excellent presentations, loads of information and well organised'

'Well worth the 5 hours spent – good speakers/good food/informative/interesting/punctual/nice venue

We have also worked closely with the Eastern Regional Team of The Heritage Lottery Fund (HLF) and organised funding surgeries in each of the four Fenland Towns. These surgeries enabled individuals and groups to discuss potential applications directly with the HLF Development Officer for our area. It is something that they are keen to repeat this coming year as HLF want to encourage groups in Fenland to find out more about their funding programmes and discuss ideas for projects based around heritage. We look forward to working with them again and offering groups in our area the opportunity to meet funders one to one.

Monitoring & Evaluation: Added Value

During 2008/2009 we have continued to undertake a number of follow-up interviews in order for us to evaluate the longer term effect of the services we provide. By developing our monitoring and evaluation systems, we have implemented strategies through which we are not only able to demonstrate that we are achieving our intended outcomes but we are also able to identify this longer term value of the services we provide.

This work is in addition to the immediate feedback we collect on a routine basis from training attendees and from those who have accessed some of our other services e.g. funding advice; help with putting together constitutions and policies. These informal follow-up interviews with a sample of groups are usually carried out some time after the group has accessed help from us, usually between one and three months afterwards. This allows sufficient time to have lapsed before making any judgement. This year, 28 groups felt that we had added value and some of the examples that we have identified are listed below:

- Identification of potential partnership working opportunities
- Trustee Board more proactive/improved governance
- Improved safeguarding procedures
- Simplified volunteer supervision system
- Identification of evidence for Quality System
- Improved use of current resources
- Improved staff development
- Improved focus on future
- Increased capacity for negotiation
- Increased take up of workshops
- Improved awareness of legal responsibilities
- Increased participation and activity of group members

The past year has been a busy one for us and we look forward to working with not only our current members but also potential new ones in the coming year. We will continue to support the growth and development of the local sector.

Jean Gledhill
Information Officer

FINANCIAL SUMMARY for the year ended 31 March 2009

	2009	2008 comparison
		£ £
Incoming resources		
Unrestricted funds	43521	30828
Restricted funds	83358	84383
Investment Income	1884	2421
	<u>128763</u>	<u>117632</u>
Resources expended		
Unrestricted funds	11126	(2847)
Restricted funds	117792	113793
Depreciation (net)	249	697
	<u>129167</u>	<u>111643</u>
Net movement in funds	(404)	5989
Total funds brought forward	55725	49736
Total funds carried forward	<u>55321</u>	<u>55725</u>
BALANCE SHEET		
Tangible fixed assets	1409	1658
Current assets		
Debtors	1158	1763
Bank Account	1272	956
Business Reserve Account	56034	53850
Cash	48	48
	<u>58512</u>	<u>56617</u>
Creditors	<u>(4600)</u>	<u>(2550)</u>
Net Assets	<u>55321</u>	<u>55725</u>
Capital funds		
Restricted funds	7544	7433
Unrestricted funds	47777	48292
Total Capital funds	<u>55321</u>	<u>55725</u>

The summary financial information has been extracted from the full statutory accounts, which will be submitted for approval to the Annual General Meeting on 29 September 2009. The full statutory accounts have been examined and received an unqualified report from the examiner, Mr D Bruch. A copy of the full statutory accounts, together with the trustees' and examiner's reports can be obtained from the charity offices.

MEMBERS OF FENLAND CVS August 2009

1220 (March) Squadron Air Training Corps
1st Benwick Scout Group
3rd Wisbech Scout Group
ABC Pre-school & Kids Club
Age Concern Cambridgeshire
All Saints Pre-school
Alzheimers Society - Fenland & Marshland Branch
Anchor Retirement Club
Angles Theatre
Art Angels
Arts and Minds
Arts Development in East Cambridge (ADeC)
B T C V West Norfolk Project
Beds and Cambs Rural Support Group
Benwick Forget-Me-Not Club
Benwick Residents Association
Benwick Village Hall Committee
Benwick Young Peoples Project (Clapham Junction)
Bowthorpe Resource Centre
Breastfeeding Information Group (B.I.G.)
Breathe Easy Fenland
Bridgegate Drug Services (Fenland)
British Red Cross
Bullystop
Business in the Community
Cambridgeshire Acre
Cambridgeshire Community Foundation
Cambridgeshire Independent Advocacy Service
Care Network
Castle Square United Reformed Church, Wisbech
CCORRN
Chatteris Centenary Combined Division
Chatteris Centre Association
Chatteris Community Archive
Chatteris Phoenix
Chatteris Town In Bloom
Christchurch Parish Council
Christchurch Pre-School
Churches Together in Wisbech & District
Coates Crusaders JFC
Coldham Residents Action Group
COVER
Crazycats Performing Arts
Dabledays Pre-School Playgroup
Doddington Christmas Lights

Doddington Under 5's Parent & Toddler Group
DRINKSENSE
Dunhams Wood
Dyspraxia Foundation
Eastern Aids Support Triangle
Elm Children & Families Centre
Elm Friendship Club
Elm Parish Council
Ely Diocesan Committee for Family & Social Welfare
Enterprise Fenland
Estover Playing Fields Association
Fenland African Caribbean Community Association
Fenland Area Community Enterprise Trust (FACET)
Fenland Arts Association
Fenland Association for Community Transport (FACT)
Fenland Branch of Cambridge(shire) Mencap
Fenland Camtad
Fenland Carers Support Team
Fenland Citizens Advice Bureau
Fenland District Mini Soccer League
Fenland District Scout Association
Fenland Family Support Centre
Fenland Visual Arts Collective
Fenland Voice
Fenland Youth Theatre
Fenvision
Ferry Project
Friday Bridge Community Village Group
Friday Bridge Senior Citizens Club
Friends of Leverington Road
Friends of Victoria Lodge
Friends of Wisbech Park
Girlguiding Fenland
Girls Venture Corps Air Cadets
Golden Age
Gorefield Parish Council
Gorefield Pre-school
Gorefield Sports & Amenities Centre
Guyhirn Action Group
Guyhirn Local History Society
Guyhirn Village Hall
Help the Aged
Home-Start Fenland
Home-Start Wisbech

Independent Monitoring Board, Whitemoor Prison
Ivy Leaf Tenants & Residents Association
Learning Works (East Anglia) Ltd
Leverington Parish Council
Little Lambs Pre-School
Living Sport
Manderson Trust for the Disabled
Manea Gala Committee
Manea Parish Council
Manea Village Hall
Maple Grove Community Group
March & District Handicapped Swimmers
March & District St Raphael Club
March & District Table Tennis League
March and Chatteris Talking Newspaper
March and District Museum
March Area Regeneration & Development Trust
March Athletic Club
March Brass 2000
March Civic Trust
March Lions Club
March Parish Catholic Church
March Summer Festival Committee
March Town Neighbourhood Watch Association
March Twinning Association
March U3A
Mary-Clare Smiley (individual member)
Mums About Food
Murrow Book Cafe
Murrow Village Hall Management Committee
NACRO East Anglia
National Association of Choirs
Newton Village Hall Management Committee
North Brink Patients Group
Octavia Hill Birthplace Museum Trust Ltd
Ormiston Children & Families Trust
Our Voice Advocacy Services
Papworth Trust
Parson Drove Amenities 95
Patient Participation Group
Peckover House & Garden
Peter Pan Pre-school
Peterborough & Fenland Rethink Carers Group
Peterborough and Fenland Mind
Peterborough Area Down Syndrome Group
Peterborough Rape Crisis Counselling Group

Pre-school Learning Alliance
Puddleducks Pre-School
R E A C H
R S P C A
Relate
Richmond Fellowship Employment Service
Roddons of Fenland Residents Forum
Rosmini Centre, Wisbech
Rotary Club of Whittlesey
Scaldgate Club, Whittlesey
Speaking Up
Sport Chatteris
SSAFA/FH
St Augustines Day Centre
St John Ambulance Cambridgeshire
St John Ambulance March
St John the Evangelist Church (March)
St Jude's Parish Finance Committee
St Mary's Church, March
St Peter's Church, March
St Wendreda's PCC
Stonham
Strawberry Patch Pre-School
Sue Ryder Care
The Civils Football Club
The Kite Club
The March Society
The National Trust
The Thomas Squire Charity
Trinity Church, March (Methodist/URC)
Trinity Methodist Church, Wisbech
Tydd St Giles Luncheon Club
Upwell Parish Council
Victim Support Hunts and Fenland
Volunteer Centre Fenland
West Anglia Crossroads
What Next
Whittlesey District Lions Club
Whittlesey Junior Football Club
Whizzkids (Playark)
Wimblington & Stonea Twinning
Wimblington Parish Council
Wisard (Wisbech Area Regeneration & Dev Trust
Wisbech & District Neighbourhood Watch
Wisbech & Fenland Museum
Wisbech & March Bramley Line