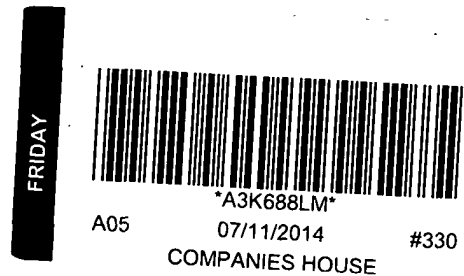


COMPANY REGISTRATION NUMBER 07142946

**CIVIC VOICE  
FINANCIAL STATEMENTS  
30 JUNE 2014**

Charity Number 1134476



**HARGREAVES AND WOODS**

Chartered Accountants  
Cholmondeley House  
Dee Hills Park  
Chester  
Cheshire  
UK  
CH3 5AR

**CIVIC VOICE**  
**FINANCIAL STATEMENTS**  
**YEAR ENDED 30 JUNE 2014**

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**CIVIC VOICE**  
**TRUSTEES ANNUAL REPORT**  
**YEAR ENDED 30 JUNE 2014**

The trustees, who are also directors for the purposes of company law, present their report and the unaudited financial statements of the company for the year ended 30 June 2014.

**REFERENCE AND ADMINISTRATIVE DETAILS**

<b>Registered charity name</b>	Civic Voice
<b>Charity registration number</b>	1134476
<b>Company registration number</b>	07142946
<b>Principal office</b>	The Tea Factory Unit 101 Wood Street Liverpool L1 4DQ
<b>Registered office</b>	Unit 101 82 Wood Street The Tea Factory Liverpool L1 4DQ

**The trustees**

The trustees who served the company during the period were as follows:

Dr A E F Gick  
Mr J V Walker  
Mr J Kershaw  
Mrs J Humble  
Mrs H Marcus  
Mr G M Meredith  
Mr NR Sinden  
Mr D Tittle  
Ms P F C Ridley  
Mr P Clarke  
J Bothamley

Ms P F C Ridley retired as a director on 25 October 2013.

Mr P Clarke retired as a director on 10 December 2013.

J Bothamley retired as a director on 25 October 2013.

# CIVIC VOICE

## TRUSTEES ANNUAL REPORT *(continued)*

### YEAR ENDED 30 JUNE 2014

#### Officers

Dr AEF Gick	- Chair
Mr J V Walker	- Deputy Chair
Mr G M Meredith	- Honorary Treasurer

#### Executive Officers

Mr I Harvey	- Executive Director
Mrs G Roxborough	- Administrator

#### Honorary President

Mr G Rhys Jones

#### Bankers

Co-operative bank plc  
4th Floor  
9 Prescot Street  
London  
SE1 0SW

#### STRUCTURE, GOVERNANCE AND MANAGEMENT

Civic Voice is a charitable company limited by guarantee, incorporated on 2nd February 2010, and registered as a charity on 23rd February 2010.

#### OBJECTIVES AND ACTIVITIES

The objects of the Charity are for the public benefit in England and in such other locations as the Trustees see fit:

- to promote the conservation, protection and improvement of the environment, in particular the public realm and the historic environment;
- to encourage high standards in the management and development of the built and natural environment
- to promote sustainable development by the conservation, protection and improvement of the environment, and the promotion of the prudent use of resources (sustainable development being development that meets the needs of the present without compromising the ability of future generations to meet their own needs);
- to foster civic pride and stimulate and educate the public, in particular by promoting understanding of the beauty, history, geography and character of different localities
- to develop the capacity and skills of individuals and communities to understand and take action to conserve, protect and improve the quality, beauty and character of their locality
- to promote such other charitable purposes as may from time to time be determined by the Trustees, including the assistance of other charities;

In setting the above objectives and running activities the Trustees have given careful consideration of the Charity Commission's guidelines on public benefit.

# CIVIC VOICE

## TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 30 JUNE 2014

### ACHIEVEMENTS AND PERFORMANCE

This year has been a particularly active one for Civic Voice. Not only has the external environment in which we operate raised a number of important issues for us, but our own organisation has added significant development programmes to an already very full programme of existing activities.

Among the major national consultations to which we contributed were the Farrell Review of architecture and the design of the built environment, the proposals to restructure English Heritage and later in the year, the DCLG Select Committee review of the NPPF. Following the publication of the Lyons Housing review we joined with British Land Reclamation Society, Campaign for Better Transport, Campaign to Protect Rural England to call for a Smart Growth approach to dealing with the housing crisis currently facing the country.

With a glance over our shoulders, we published the first ever History of the Civic Movement, tracing the development of Civic Societies from the foundation of the first one in Sid Vale in 1846. The launch of the publication took place on 17th April, being the fourth anniversary of the foundation of Civic Voice and the occasion of the Inaugural Sandys Lecture, given by Laura Sandys MP, daughter of Civic Trust founder Lord (Duncan) Sandys.

Following a ministerial meeting to discuss progress in the adoption of the Community Rights established under the Localism Act 2011, we took the initiative to join with CAMRA, NALC, the Theatres Trust, the Plunkett Foundation and Supporters Direct to form the Localism Alliance which seeks to accelerate the rate at which communities take up their rights. A programme of work, led mainly by Civic Voice, has included several workshops and other local initiatives has enjoyed Ministerial and Officer level support from DCLG.

Civic Day has continued to be a major activity for over 250 Civic Societies each year. This is one of the most important ways in which societies can not only showcase their work but join with other organisations in their communities to celebrate the places where they live and those who work to improve them. These events are achieving ever higher local profiles, marked by the attendance of several MPs, including the Home Secretary, at their opening ceremonies. It is the Board's intention to enhance the promotion of Civic Day in future years as it is an unparalleled opportunity for people to demonstrate pride in, and commitment to their communities.

Other important continuing activities included our involvement in Heritage Open Days which attract millions of visitors each year, the compilation of Local Lists in association with English Heritage and the presentation of Marsh Christian Trust Awards to Civic Societies in Addingham and Ramsgate and to Kevin Trickett from the Wakefield Civic Society.

Our relations with parliamentarians and Government Ministers are extremely important to us. The 78 member APPG for Civic Societies, chaired by Laura Sandys MP, provides a highly effective channel for the Civic Society movement to meet and exchange views with Ministers. This year we have had extensive contact with Stephen Williams, Minister for Communities in DCLG, Nick Hurd of the Cabinet Office, Housing Minister Kris Hopkins, Patrick McLoughlin, Brandon Lewis, Nick Bowles and Clive Betts.

In the corporate world we have established close working relationships with Bircham Dyson Bell, John Thompson Partners and Places for People. Their support has been particularly helpful in hosting meetings, providing advice and cooperating in the production of publications to support future campaigns.

# **CIVIC VOICE**

## **TRUSTEES ANNUAL REPORT *(continued)***

**YEAR ENDED 30 JUNE 2014**

Perhaps the most significant work done during the year was the preparation of a manifesto for Civic Voice and the movement in general. This involved a major multi-stage consultative programme in which the views of societies and individuals were sought, considered, drafted and consulted again.

### **FINANCIAL REVIEW**

#### **Reserves Policy**

The trustees have established a policy whereby it is desirable for unrestricted funds not committed or invested in fixed assets ("the free reserves") the charity holds should be approximately six months of the resources expended, which equates to approximately £46,000. At present the free reserves are above this level as Civic Voice becomes established and, in the current uncertain economic conditions being experienced by charities, this excess is considered prudent protection for the future of the organisation.

# CIVIC VOICE

## TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 30 JUNE 2014

### PLANS FOR FUTURE PERIODS

Continuing on the future theme, much effort has been invested in developing programmes to be introduced in the coming year. Most notable among these is a programme to carry out surveys of World War I war memorials to be funded by a grant to Civic Voice of £480,000, announced recently by the Prime Minister. Working in partnership with English Heritage, The War Memorials Trust and The Imperial War Museum, Civic Voice will share in an overall grant of £5M to mark the centenary of the war and to ensure that longer term war memorial conservation processes are put in place.

Other programmes being developed during the year included campaigns for the improvement of the public realm, the introduction of collaborative approaches to planning and an extension of our work on Community Rights. Preliminary plans are also being made to build an archive for the movement, particularly important as it is essential that the records of societies are not lost as officer changes take place - and also to ensure that the wealth of social history information contained in them is made available to future generations of researchers.

As ever, Civic Voice has very limited unrestricted funds and still has a steep hill to climb before it achieves longer-term financial sustainability. While every effort is being made to recruit new members from among those societies who enjoy the benefits of having a national organisation but choose not to support it financially, the Board needs to look to other sources for funding. Interim grant support is vital if the current funding gap is to be bridged in the shorter term, but new corporate, public and philanthropic sources will be explored vigorously in the coming year to provide the sustainability we need.

Finally, we must acknowledge very sincerely all those people who have supported Civic Voice during the year. My predecessor, Paula Ridley devoted three tireless years to getting the new fledgling organisation off the ground and it is in no small part due to her commitment and vision that Civic Voice exists at all. Griff Rhys Jones continues to be an amazing President, inspiring us, challenging us and, above all, encouraging us to do ever better. This year, he has been particularly helpful in opening up an extensive range of new senior level contacts for us, easing Civic Voice more into the public consciousness alongside other major national bodies. Last, but by no means least, Ian Harvey has, almost single-handedly carried the main burden of running the day to day business of Civic Voice. His enthusiasm, commitment to the ideals of the movement and his unfailing energy have been the backbone of so much of what that has been achieved this year. Gill Roxborough has been an immense support to Ian and to the organisation and we thank her for the commitment she has demonstrated so clearly.

In conclusion, I would like to thank my fellow Board members for their support, and in particular John Walker as Deputy Chairman and Martin Meredith as Treasurer who have shared with me much of the responsibility I agreed to accept as a relatively 'executive' Chairman.

### Risk Management

The trustees have conducted a review of the major risks to which the organisation is exposed and systems and strategies have been established to minimise these risks.

# CIVIC VOICE

## TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 30 JUNE 2014

### INDEPENDENT EXAMINER

J A Hargreaves

ICAEW has been re-appointed as independent examiner for the ensuing year.

Registered office:

Unit 101

82 Wood Street

The Tea Factory

Liverpool

L1 4DQ

Signed on behalf of the trustees



Dr A E F Glick

Chair

GICK

20 October 2014



# CIVIC VOICE

## INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF CIVIC VOICE

YEAR ENDED 30 JUNE 2014

I report on the accounts of the company for the year ended 30 June 2014 which are set out on pages 9 to 14.

### RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The trustees (who are also the directors of Civic Voice for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the company 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 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 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 the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the company 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 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 EXAMINER'S 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:

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

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.



**CIVIC VOICE**

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF CIVIC  
VOICE *(continued)***

**YEAR ENDED 30 JUNE 2014**

J A Hargreaves  
ICAEW  
Independent examiner

Cholmondeley House  
Dee Hills Park  
Chester  
Cheshire  
UK  
CH3 5AR

23 October 2014

## CIVIC VOICE

### STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT)

YEAR ENDED 30 JUNE 2014

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2014 £	Total Funds 2013 £
<b>INCOMING RESOURCES</b>					
Incoming resources from generating funds:					
Voluntary income	2	67,043	18,575	85,618	164,206
Activities for generating funds	3	2,850	-	2,850	3,802
Investment income	4	280	-	280	481
<b>TOTAL INCOMING RESOURCES</b>		<u>70,173</u>	<u>18,575</u>	<u>88,748</u>	<u>168,489</u>
<b>RESOURCES EXPENDED</b>					
Charitable activities	5/6	(72,795)	(9,312)	(82,107)	(192,843)
Governance costs	7	(17,944)	-	(17,944)	(23,476)
<b>TOTAL RESOURCES EXPENDED</b>		<u>(90,739)</u>	<u>(9,312)</u>	<u>(100,051)</u>	<u>(216,319)</u>
<b>NET OUTGOING RESOURCES FOR THE YEAR/NET EXPENDITURE FOR THE YEAR</b>					
<b>RECONCILIATION OF FUNDS</b>	8	(20,566)	9,263	(11,303)	(47,830)
Total funds brought forward		<u>98,303</u>	<u>3,561</u>	<u>101,864</u>	<u>149,694</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u>77,737</u>	<u>12,824</u>	<u>90,561</u>	<u>101,864</u>

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

The notes on pages 11 to 14 form part of these financial statements.

**CIVIC VOICE**  
**BALANCE SHEET**  
**30 JUNE 2014**

	Note	2014 £	£	2013 £
<b>CURRENT ASSETS</b>				
Debtors	10	9,986		34
Cash at bank		<u>134,189</u>		<u>154,852</u>
		144,175		154,886
<b>CREDITORS: Amounts falling due within one year</b>				
	11	<u>(53,614)</u>		<u>(53,022)</u>
<b>NET CURRENT ASSETS</b>			<b>90,561</b>	101,864
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<u><b>90,561</b></u>	<u>101,864</u>
<b>NET ASSETS</b>			<u><b>90,561</b></u>	<u>101,864</u>
 <b>FUNDS</b>				
Restricted income funds	12	12,824		3,561
Unrestricted income funds	13	<u>77,737</u>		<u>98,303</u>
<b>TOTAL FUNDS</b>			<u><b>90,561</b></u>	<u>101,864</u>

For the year ended 30 June 2014 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Trustees' responsibilities:

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements were approved by the members of the committee and authorised for issue on the 20 October 2014 and are signed on their behalf by:

DR A E F GICK  
 Director



Company Registration Number: 07142946

The notes on pages 11 to 14 form part of these financial statements.

# CIVIC VOICE

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 30 JUNE 2014

### 1. ACCOUNTING POLICIES

#### Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), and the requirements of the Statement of Recommended Practice 'Accounting and Reporting by Charities' issued in March 2005 (SORP 2005).

#### Fixed assets

All fixed assets are initially recorded at cost.

### 2. VOLUNTARY INCOME

	Unrestricted Funds £	Restricted Funds £	Total Funds 2014 £	Total Funds 2013 £
<b>Donations</b>				
Donations	4,600	-	4,600	-
Donations Books	4,940	-	4,940	-
<b>Grants receivable</b>				
Grants receivable	-	-	-	18,500
Subscriptions	52,503	-	52,503	54,032
<b>Other income</b>				
Projects	-	-	-	86,674
English Heritage	5,000	14,075	19,075	5,000
DCGL	-	4,500	4,500	-
	<u>67,043</u>	<u>18,575</u>	<u>85,618</u>	<u>164,206</u>

### 3. INCOMING RESOURCES FROM ACTIVITIES FOR GENERATING FUNDS

	Unrestricted Funds £	Total Funds 2014 £	Total Funds 2013 £
Fundraising events	<u>2,850</u>	<u>2,850</u>	<u>3,802</u>

### 4. INVESTMENT INCOME

	Unrestricted Funds £	Total Funds 2014 £	Total Funds 2013 £
Bank interest receivable	<u>280</u>	<u>280</u>	<u>481</u>

# CIVIC VOICE

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 30 JUNE 2014

**9. STAFF COSTS AND EMOLUMENTS** *(continued)*

**Particulars of employees:**

The average number of employees during the year, calculated on the basis of full-time equivalents, was as follows:

	2014	2013
	No	No
Number of administrative staff	<u>2</u>	<u>2</u>

No employee received remuneration of more than £60,000 during the year (2013 - Nil).

**10. DEBTORS**

	2014	2013
	£	£
Trade debtors	7,266	-
Other debtors	-	34
Prepayments	<u>2,720</u>	<u>-</u>
	<u>9,986</u>	<u>34</u>

**11. CREDITORS: Amounts falling due within one year**

	2014	2013
	£	£
Trade creditors	4,920	6,449
Taxation and social security	871	5,972
Other creditors	721	5,530
Accruals	<u>47,102</u>	<u>35,071</u>
	<u>53,614</u>	<u>53,022</u>

**12. RESTRICTED INCOME FUNDS**

	Balance at 1 Jul 2013	Incoming resources	Outgoing resources	Balance at 30 Jun 2014
	£	£	£	£
Restricted Fund Special Projects	<u>3,561</u>	<u>18,575</u>	<u>(9,312)</u>	<u>12,824</u>

**13. UNRESTRICTED INCOME FUNDS**

	Balance at 1 Jul 2013	Incoming resources	Outgoing resources	Balance at 30 Jun 2014
	£	£	£	£
General Funds	<u>98,303</u>	<u>70,173</u>	<u>(90,739)</u>	<u>77,737</u>

# CIVIC VOICE

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 30 JUNE 2014

### 14. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Net current assets/ (liabilities) £	Total £
<b>Restricted Income Funds:</b>		
Restricted Fund Special Projects	12,824	12,824
<b>Unrestricted Income Funds</b>	<u>77,737</u>	<u>77,737</u>
<b>Total Funds</b>	<u>90,561</u>	<u>90,561</u>