

***Promoting local voluntary
and community action***



**West Devon Community and
Voluntary Services
Annual Review
*2007 - 2008***

Welcome

It is with a sense of real achievement that we are pleased to be contributing to this, the first annual report of West Devon CVS.

Although all the preparation and the close working relationship between the individual Okehampton and Tavistock CVS stood us in good stead, there was still a flurry of activity to make sure that when we opened our doors as a new charitable company on 1st April, 2007 we were absolutely ready.

Of course, many of the finer points of working together as a single organisation have had to be addressed as the year has progressed but we are confident that we are now in the position of starting our second year of operation as a coherent, single organisation and for that we have to thank the hard work of the staff and fellow trustees.

Over the past year, and directly due to the fact that we are now one organisation, we have reassigned our resources with the result that we are now able to provide more staff time to support organisations within West Devon.

The staff have coped admirably with changes in working practices and the introduction of new policies and procedures. They have pulled together in order to continue to provide our services, to a high standard to organisations throughout West Devon and for this we are grateful.

The future is unclear. The results of the Boundary Committee review are not yet known but, however the county is aligned, we can be certain of the important role that voluntary and community organisations play and will continue to play in our community life.

We are here to promote and support **local** voluntary and community action throughout West Devon. We hope you will agree that is what we have done and what is reflected throughout this review.

Jennifer Coleman
Chair

Karen Nolan
Chief Executive

Throughout the year West Devon CVS has...

The Trustees

Chairman:

Jenny Coleman

Treasurer:

Pat Sawyer

Julia Easton

Judy Pride

Ewan Rae

Martin Taylor

Maurie Webber

Company Secretary:

Jan Simpson

- Recruited 275 volunteers
- Worked with organisations on 116 occasions
- Provided training to 43 organisations with funds provided by Awards for All and Solid Foundations.
- Worked with partnerships from all sectors to influence policy and speak on behalf of our members
- Held a Meet the Funders event attended by representatives from 45 organisations

The Team

Chief Executive:

Karen Nolan

Group Development/Deputy Chief Executive: Jan Simpson

Group Development & Rural Outreach:

Jacqui Wolstenholme

Volunteer Centre Co-ordinators:

Sue Bizley
Billie Burnet

Office Administrators:

Mary Rattenbury
Theresa Tinson

What are we?

We are a charitable company limited by guarantee, incorporated on 19th February 2007. We were registered as a charity on 19th June 2007. The charity was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute £1.

The charity was formed to merge the activities of Okehampton & District CVS and Tavistock & District CVS and accordingly, all assets and liabilities of the separate charities were transferred to West Devon CVS.

The Chief Executive is responsible for the day to day running of the organisation, reporting to the executive board.

There are over 500 voluntary and community organisations serving West Devon, with thousands of residents relying on the services they provide.

From our offices in Okehampton and Tavistock, West Devon CVS supports these organisations by:

- Developing the capacity, skills and knowledge of groups and volunteers through training events and one to one development support
- Providing information through our newsletters, information bulletins and voluntary sector forums
- Helping local organisations influence local policy and service development through working with statutory partners and collaborative partnerships
- Supporting local organisations to become involved in service delivery
- Supporting local volunteers to become involved in their communities through our volunteer centres in Okehampton and Tavistock

As of 31st March 2008 we had 238 members based or working in West Devon.

Developing the capacity, skills and knowledge of groups

Training: With funding from Awards for All and Solid Foundations we were able to run a series of training courses aimed at strengthening the capacity of those individuals involved in running organisations in West Devon.



“(I have a) ...much better idea of my responsibilities and obligations as a trustee”

Courses covered everything from Trustee Roles and Responsibilities to Basic Health & Safety and the Top Ten Tips for Employers. Individuals from 43 organisations attended these courses.



“Excellent, chance to meet the funders and other organisations that were there”

Funding: We worked with numerous groups to assist with funding requests. Our aim when we work with groups is to help them develop their own fundraising skills. We held a successful ‘Meet the Funders’ event which was attended by representatives from 45 organisations.

One to one support: We worked with 6 new groups who were in the process of setting up as well as working more intensively with those who asked for our support following attendance at our training courses. We have supported 65 existing groups. Our assistance included developing policies, issues around governance, project planning and choosing legal structures.

We worked with groups providing answers to enquiries via phone and email.



(We appreciate)... your prompt response and many thanks for your excellent advice about registering as a charity"

Providing Information: For local groups to participate, it is important that they have access to relevant information and are not burdened with information overload.

We rebranded our newsletter this year and continue to issue it quarterly. This is backed up by an email information bulletin which is issued on a monthly basis.

We launched our new West Devon Website in August 2007.



"I was impressed by your website - easy to navigate round and very informative"

Voluntary Sector Forums:

We held three forums throughout the year.

We were pleased to be able to provide the opportunity for groups to meet with a representative from the Charity Commission in October.

We took our forums on the road in November with a well attended visit to Lifton where groups told us what sort of help and assistance they were looking for. It also gave local groups an opportunity to come together and find out what is happening both in their area and across our borough.

In January our forum focussed on Health and in particular the potential role for the voluntary sector in Complex Care Teams.

Building influence

Influencing policy

West Devon CVS works with a number of local strategic bodies to promote partnership working between the sectors.

We are a member of the West Devon Local Strategic Partnership and organised, on behalf of the LSP, a successful Compact event held in Hatherleigh in September 2007 to highlight some of the complexities of working between sectors. We also encouraged participation in the various LSP stakeholder meetings from organisations within the sector by ensuring that information was made available throughout our distribution lists.

We facilitated invitations to various stakeholder groups on behalf of the Local Strategic Partnership, providing an opportunity for voluntary and community groups to comment on the proposals to deliver West Devon's Community Strategy.

In partnership with our CVS colleagues in Devon we have been working to agree the principals of representation and will, over the coming year, work with and support groups who may be asked to represent the sector on increasing numbers of strategic partnerships and forums. Our aim is to ensure that groups have the necessary capacity and skills to do this by developing their ability to communicate with and

seek the views of other organisations they may represent.

We have been lobbying for appropriate recognition to be made, in particular by our statutory partners, of the impact participation can have on the resources of small organisations.

West Devon CVS participates in a number of county and regional partnerships to enable the development of the sector. One of these is DACVS (The Devon Association of CVS). This enables close collaborative partnership working between all the CVS in Devon and as an active member of this partnership we are involved in a number of county wide contracts relating to health and social care (Complex Care Teams) and volunteering (Count Me In).

West Devon CVS is also an active participant in the Devon Consortium and as a member of the Consortium Management Group was influential in agreeing the strategy and making applications to Capacity Builders for funding to strengthen the sector throughout Devon. The Chief Executive also represented the Devon Consortium on the Stronger, Inclusive Communities Group within the LAA process.

West Devon CVS plays an active role in the Compact Hub. The Compact is a key tool in developing and promoting better working between the sectors.

Involving local organisations in Service Delivery

There are increasing opportunities for local organisations to become involved in delivering services. West Devon CVS has facilitated this in a number of ways:

- We held a meeting in Tavistock to inform local groups of an opportunity to become involved in delivering footcare to older people as part of a pilot to establish wider service delivery options.
- We held meetings in Okehampton and Tavistock to identify representative groups to participate in the Complex Care Teams due to start in September 08.
- We assisted external consultants in the formation of Senior Councils in Okehampton and Tavistock.

Projects

This year has seen our efforts go towards bringing together Okehampton and Tavistock CVS and strengthening the new organisation within the sector as a whole.

Consequently, although we have continued our involvement with a number of projects, this has been in a more limited capacity.

Rural Volunteering - DEFRA

This project funded by DEFRA, investigated the barriers to volunteering especially in the rural villages and led to a pilot being run in Lifton to establish active community contacts. The results of this work has been incorporated into the plans of the Devon Consortium.

Other projects we were involved in include a research project for the Healthcare Commission.

Fund Holding

We also distributed funds on behalf of the Devon PCT to Special Interest Groups.

Involving Volunteers

Our volunteer centres in Okehampton and Tavistock have added 275 new volunteers to our existing register of 955 and worked with organisations to promote 125 new opportunities for our volunteers.

We launched our Volunteer Co-ordinators Support Network during the year. This network aims to support those individuals within organisations who are responsible for volunteers - they may be staff or volunteers themselves.

We have also been participating in the 'Count me In' project with other Volunteer Centres across the County to celebrate and promote Devon's volunteers.

We gave talks on volunteering to 2 groups and attended 10 West Devon outreach surgeries to promote volunteering.

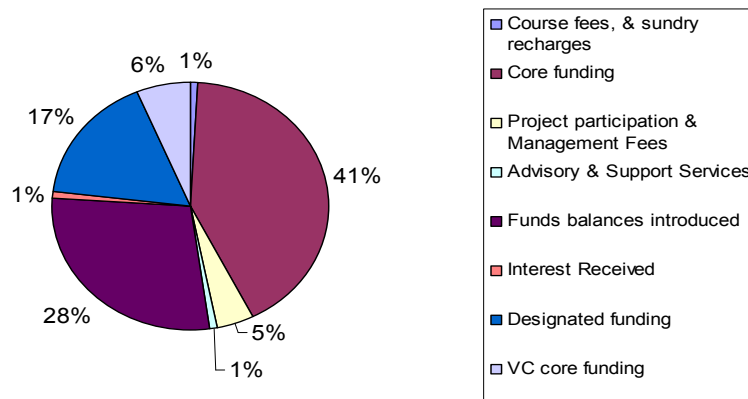
We celebrated Make a Difference Day in October 2007 with a 'make over' session in the garden of the Youth Café in Okehampton and a 'big clear up' of the Meadows in Tavistock. Many thanks to all the volunteers who participated and made this such a success.

We marked Volunteers Week with a Picnic in the Park in Okehampton and a stall in Bedford Square, Tavistock.

Our Volunteer Centres are members of Volunteer Centres Devon.

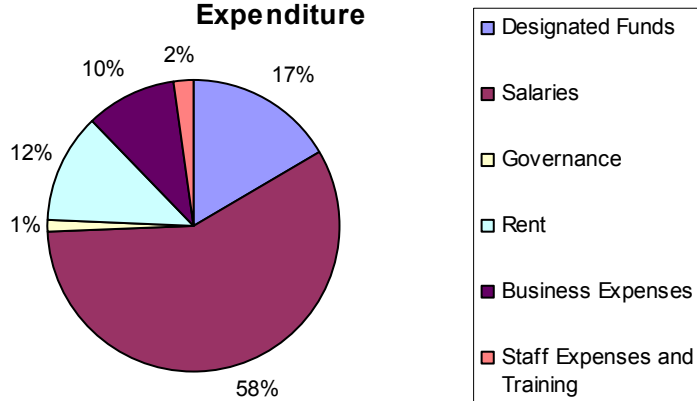
Finance and Funding

Incoming Resources



Total incoming resources £150,368

Expenditure



Total expenditure £112,126

Bringing together the finances of two separate organisations is always a challenge! We successfully transferred the individual organisations' assets to the new organisation which provided a solid foundation for the year. Our core funding enabled us to operate at the combined levels of the previous years and reviewing working practices once we were a single organisation enabled minor efficiencies to be made, particularly where duplication of resources was evident.

With the focus on unifying the organisations we maintained existing projects but we were not in a position to take on board others. Therefore the proportion of our income from this work has fallen. This, together with future adjustments to our core funding, has prompted us to review how we will continue to meet our financial commitments. We have reduced staff hours through standardising opening hours at both ends of the borough whilst we look for opportunities in the coming year to increase our designated funding,

We look to develop further core funding as well as developing project work so that the role of the CVS and that of the Volunteer Centre activity can continue to support our communities fully in the future.

Pat Sawyer
Treasurer

West Devon CVS members 2007/08

- 1st North Tawton Scout Group
- 1st Okehampton Scout Group
- 1st Stowford Rainbows
- 5x30
- Abbey Chapel
- Abbeyfield Buckland Monachorum Society Ltd
- Abbeyfield Tavistock Society
- Age Concern (Okehampton & District)
- Allotment Holders Association (Okehampton)
- Barnardo's South West
- Belstone Commoners Association
- BENfriends
- Bere Alston Bowling Club
- Bere Ferrers Community Shop And Café
- Bratton Clovelly School Room Management Committee
- Breast Cancer Campaign
- Brentor Community Centre
- Brentor Village Hall
- Bridestowe Cricket Club
- Bridestowe Village Hall Committee
- British Heart Foundation
- British Heart Foundation – Tavistock
- British Red Cross
- Broadwoodkelly Village Hall
- BTCV - Tamar Valley Project
- Buckland Monachorum Village Hall
- Buckland Pre-school
- Ca+rt
- Calstock Development Trust
- Calstock Village Hall/Calstock Festival
- Cats Protection - Hatherleigh, Okehampton & District Branch
- Chagford Combined Charities
- Chagford Conservation Group
- Chagford Filmmaking Group
- Chagford Swimming Pool
- CHICKS
- Childline South West
- Children's Centre – Okehampton
- Children's Hospice South West
- Chillaton Public Hall
- Church House Management Committee
- Climb
- Cruse Bereavement Care
- Dartmoor Preservation Association
- Dartmoor Railway
- Devon Aid – Korogwe
- Devon County Council
- Devon County Council Adult Services
- Devon Heartlands Community Development Trust
- Devon Parent Partnership Services
- Devon Wildlife Trust (Tavistock Local Group)
- Devonlane Credit Union
- Devon's West Country Association
- Drake's Dartmoor
- Exbourne Village Hall
- Farm Crisis Network
- Friends of Abbey Surgery
- Friends Of Lewtrenchard School
- Friends of North Tawton School
- Friends of Okehampton Community Hospital
- Friends of Tavistock Library
- Friends Of The Forgotten Garden Of Lewtrenchard
- Get Changed Theatre Company
- Gilead Foundations
- Guide Dogs for the Blind Association
- Gulworthy 0-5 Preschool
- Gulworthy Parish Hall
- Hatherleigh Community Centre
- Hatherleigh Community Primary
- Headway UK
- Hear Me Now
- Hearing Dogs for Deaf People
- Heartswell South West
- High Moorland Community Action Ltd
- Home-Start West Devon
- Hope Cottage Café (Bere Alston United Church)
- Horrabridge Community Association
- Inspirations - Church of the Nations
- Intercom Trust
- JIGSAW Mediation Counselling & Support West Devon
- Joliba Trust
- Kingdon House Community Association

- Lamerton Sports & Community Centre
- Leonard Cheshire Enabling Scheme
- Lewdown Past
- Lewdown Victory Hall
- Lifton Cricket Club
- Lifton Pre-School & Toddler Group
- Lifton Social & Community Centre
- Lions Club (Okehampton & District)
- Macular Disease Society - West Devon
- Marine Conservation Society
- Mary & Peter Tavy Women's Institute
- Mary Budding Trust
- Mary Tavy Coronation Hall Committee
- Mary Tavy Historical Society
- Mary Tavy Sports & Recreation Committee
- Meavy Parish Hall
- Meeth Village Hall
- MENCAP – Okehampton
- MENCAP - Tavistock and District
- MENCAP Welcome Centre
- Milton Abbot Art Group
- Moor Trees
- Morecare – Chagford
- Morwellham & Tamar Valley Trust
- Motor Neurone Disease Association
- Multiple Sclerosis Society - Tavistock Region
- Muscular Dystrophy Campaign - Tavistock Branch
- Museum of Dartmoor Life
- National Trust - Castle Drogo
- National Trust - Finch Foundry
- National Trust - Buckland Abbey
- National Trust - Cotehele
- National Trust - Saltram House
- New Life Church
- Nicholls Hall Lydford
- Nightlink
- North Tawton Environmental Trust
- North Tawton Pre-School & Busy Bees
- North Tawton Youth Club & Community Centre
- NSPCC (Child Witness Support Project)
- NSPCC
- Ockment Centre
- Okehampton & District Community Transport Association
- Okehampton & District Ladies Probus
- Okehampton Camera Club
- Okehampton Community & Recreation Assoc
- Okehampton Men's Probus Club
- Okehampton Table Tennis Club
- Okehampton United Charity
- Okement Rivers Improvement Group
- Operation Sunshine
- Oranges & Lemons Toddler Group
- OXFAM - Okehampton
- OXFAM - Tavistock
- Pets as Therapy
- Plough & Share Credit Union & Vos Amis
- Plymouth & Cornwall Wing ATC
- Prince's Trust
- Prison Advice And Care Trust - Exeter
- Prison Advice And Care Trust - Princetown
- Proper Job Ltd
- Rainbow Pre School
- Rapid UK
- Red Bull Explorer Scouts
- Red Spider Company
- Relate - Exeter & District
- Relate - Plymouth
- Rethink Mid-Devon Community Opportunities Service - Okehampton
- Rethink - Tavistock
- Ride/Skate Chagford
- Riding for the Disabled - Erme Valley
- Riding for the Disabled - Tavistock Group
- Riding for the Disabled South Dartmoor Group
- RNLI - Tavistock Branch
- RoadPeace - Devon & Cornwall
- Royal British Legion - Chagford Branch
- Royal British Legion - Okehampton Branch
- Royal Society for the Protection of Birds
- RSPCA (Torquay and SE Devon Branch)

- RSPCA Shop
- Sampford Courtenay Village Hall
- Send A Cow
- Silvanus Trust
- Simmons Homes Charity
- Sir Francis Drake Bowling Club
- Sourton Village Hall
- South Tawton & District Local History Group
- South Tawton Parish Flood Defence Group
- South West Equine Protection
- South West Forest
- South Zeal Recreation Ground Association
- South Zeal Victory Hall
- SSAFA Forces Help - West Devon
- St Andrew's Church
- St Andrews, Buckland Monachorum
- St John Ambulance - Okehampton
- St John Ambulance - West Devon
- St John The Baptist Church, Horrabridge
- St Luke's Hospice
- St Peter's Lewtrenchard PCC
- St Rumon's Parent Teacher Association
- St Vincent de Paul Society
- Sticklepath & Okehampton Conservation Group (STOC)
- Sticklepath Fire Show Committee
- Sticklepath Quaker Burying Ground
- Sticklepath Village Hall Committee
- Storybook Dads
- Stowford Parish Hall
- Stroke Association
- Stroke Association (Dysphasia Support Group)
- Stroke Club - Tavistock
- Tamwed
- TAVI
- Tavistock Area Disabled Fellowship Club
- Tavistock Area Support Services
- Tavistock Access Group
- Tavistock Taskforce
- Tavistock United Reform Church - Playbox Baby and Toddler Group
- Tavistock United Reformed Church
- Tavistock & District Local History Society
- Tavistock and District Local Transport Partnership - Ring and Ride
- Tavistock & District Outdoor Education Forum
- Tavistock Community Transport Association
- Tavistock Green Garden Project
- Tavistock Methodist Church
- Tavistock Music & Arts Festival Ltd
- Tavistock Music Live
- Tavistock Physically Challenged Group
- Tavistock Women's Institute
- Tavistock YES
- Tavistock Youth Café
- The Barn Owl Trust
- The Garden House
- The United Church Of Princetown
- TLC Carers Support Group
- Treetops Child Care
- U3A - Okehampton
- U3A - Tavistock District
- U3A - West Dartmoor
- Victim Support Devon
- Victim Support Tavistock Area and South West Devon
- Vocal Advocacy
- Walkham Vally Scout Group
- Walkhampton Memorial Hall
- West Devon Borough Council
- West Devon Citizens Advice Bureau
- West Devon Netball
- West Devon Scouts
- Whitchurch Parish Room
- Wild Nights Out - Devon Discovery
- Winsford Trust
- Wren Trust
- Yelverton Team of Churches
- Youth 2 Youth
- Youth Club (Okehampton)

Future Priorities

In the coming year West Devon CVS will:

- Further strengthen its position as a single organisation providing support to voluntary and community organisations in West Devon
- Expand its work in larger villages and towns
- Develop our services to groups by continuing to use our limited resources as effectively as possible
- Support the development of Complex Care Teams on behalf of Devon PCT and working with local GP practices and organisations
- Work more closely with our fellow CVS in Devon to strengthen other local service delivery options
- Respond to changes which may develop from proposed reorganisation of local government
- Strengthen the capacity of local groups to act in a representative capacity where they wish to do so
- Work with statutory partners to encourage greater involvement from the voluntary and community sector on strategic partnerships

A big thank you to all the individuals, voluntary and community organisations across West Devon who, together all help to enable our vibrant and diverse communities.

A thank you too, to all our partners and funders including our main core funders: Devon County Council, Devon PCT, West Devon Borough Council, and those who have supported our work: Awards for All and Solid Foundations

**West Devon Community and Voluntary Services is
a member of the
National Association for Voluntary and
Community Action,
National Council for Voluntary Organisations,
Volunteering England and
The Devon Association of CVS**

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