

## FURTHER INFORMATION

TEL No: .....

E-MAIL: .....

CONTACT PERSON (Please print clearly):

.....

POSITION: .....

Also, if applicable:

REGISTERED CHARITY No: .....

REGISTERED COMPANY No: .....

WEBSITE: .....

.....

Please use this section to provide any further information about your organisation (e.g A brief summary of what it does; continue on a separate sheet if necessary):



## CVSNWK At the heart of the local community

In order to ensure that it meets the needs of the local area, the membership of CVSNWK consists of local Voluntary and Community groups.

Any community or voluntary group within the North West are can utilise the service. As long as potential members are operating a group which provides a benefit to the community and is not for profit, political or religious ends then CVSNWK will aim to assist.

### CVSNWK encourages you:

- To join in regular networking - (lunches & other events) in order to meet contacts from other Voluntary & Community organisations & exchange ideas & information.
- To take part in consultation & information gathering exercises.
- To keep it up-to-date & informed about your services, activities, events, opinions, needs & points of view.
- To contribute information about your organisation and activities to our regular newsletter.

To maintain CVSNWK as truly democratic and representative, each member organisation is entitled and encouraged:

- To vote at the AGM
- To nominate a representative on to the Board of Trustees.

The Board of Trustees may also co-opt members with particular skills.

FOR ANY FURTHER INFORMATION PLEASE CONTACT CVSNWK DURING NORMAL OFFICE HOURS AT:

Northfleet Veterans Club,  
The Hill,  
Northfleet,  
Kent DA11 9EU

Phone: 01474 354479  
Email: [main@cvsnwk.org](mailto:main@cvsnwk.org)  
Website: [www.cvsnwk.org](http://www.cvsnwk.org)



Council for Voluntary Service • North West Kent

Why Join  
CVS NWK?

Advancing Local Community Action In  
Dartford, Gravesham & Swanley

Registered Charity No: 1102160  
Registered Company No: 5020016  
Member of NAVCA  
A company limited by Guarantee



## What CVSNEWK does:

CVSNEWK exists to assist local voluntary groups in their aims and objectives by provided a whole range of free or low-cost support services.

Its mission statement outlines its aim:  
"Council for Voluntary Service North West Kent exists to provide support and infrastructure services and a representative voice to the third sector within North West Kent bringing groups together and promoting community cohesion."

The service aims to act as a representative voice for the local voluntary sector when liaising with government bodies. It also works to promote voluntary activity and its benefits throughout North West Kent.

In addition to its support services, CVSNEWK operates its own projects from time to time, which are designed to address specific local needs.

The service is funded mainly via Kent County Council, together with funding from Sevenoaks District Council.

CVSNEWK is a 'Company Limited by Guarantee' governed by a Board of Trustee Directors elected by members. This helps ensure that the Charity is managed appropriately in accordance with the policies approved by the members and funders. The organisation operates an Equal Opportunities Policy that includes staff, volunteers and clients.

## Our core values:

### Council for Voluntary Service North West Kent believes...

- That the role of CVS is to encourage/enable all people collectively to play an active part in their community.
- That all people have equal rights to work towards social justice and to participate in the decision-making process.
- In working towards a just and participatory society.

## What can we offer?

### WORKING TOGETHER

- We encourage joint action and co-operation between voluntary and statutory groups in the area.

### INFORMATION AND NETWORKING

- We provide a focal point and regular forums for the dissemination of information, exchange of ideas and discussion of needs, including our popular "Networking Lunches".
- We produce a regular newsletter, a database, and other information.

### TRAINING

- We work to identify training needs and co-ordinate the provision of training for the voluntary sector and the local community.
- We hold a variety of courses, from 'Managing Volunteers' to 'Basic Food Hygiene'.

### SUPPORT AND ADVICE

- We can offer advice on a variety of subjects such as group formation, acquiring charitable status, equal opportunities, health and safety policies, legislation, grants and funding and making bids.

### FINANCIAL SERVICES

- Payroll services are available.
- Funds Held Facility/Quickbook/Payroll/Quickbooks Accounts & SAGE Payroll training.

### RESOURCES

The following are all available from us:

- Disclosure & Barring checks.
- Equipment Hire - flipcharts, laptops, projectors, tables, chairs, tea urns etc.
- We can also assist with your publications.



## How to Join CVSNEWK:

SIMPLY COMPLETE THIS FORM AND RETURN IT TO THE CVSNEWK MEMBERSHIP ADMINISTRATOR

Northfleet Veterans Club,  
The Hill,  
Northfleet,  
Kent DA11 9EU

Phone: 01474 354479  
Email: main@cvsnewk.org

### PLEASE ATTACH A LETTER HEADING WITH A PROFIT OF YOUR ORGANISATION

(\*Delete where applicable):

The organisation name below would like to \*become/\*remain a member organisation of CVSNEWK

I/\*We\* understand that this information will be held on computer by CVSNEWK for contact and statistical purposes.

I/\*We\* accept that it can be used by third parties for contact purposes. Other information received may not be disclosed to third parties without my\*/our\* permission.

I/\*We\* warrant that this organisation is a community/voluntary group providing a benefit to the community & open to people within the North West Kent area, & is not for profit, political, or solely religious ends.

ORGANISATION: .....

ADDRESS: .....

POST CODE: .....

SIGNED: .....

POSITION: .....

DATE: .....