

Support for Carers
(Scarborough and District)

(REGISTERED CHARITY NUMBER 1041925)

Annual Financial Report

Year Ending 31st March 2020

**Charity
Examination
Service**

Barrie Tuck
Marchwood , Back Lane South , Middleton , Pickering ,
YO18 8NU

Support for Carers (Scarborough and District)

(REGISTERED CHARITY NUMBER 1041925)

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Support for Carers (Scarborough and District)

(REGISTERED CHARITY NUMBER 1041925)

OFFICERS AND PROFESSIONAL ADVISERS

Operating Address: Unit 4
64-66 Londesborough Road
Scarborough
North Yorks
YO11 ITX

Bankers: HSBC plc
33 St. Nicholas Street
Scarborough
YO11 2HN

Independent Examiner: Barrie Tuck
Marchwood ,
Back Lane South ,
Middleton ,
Pickering ,
YO18 8NU .

Support for Carers (Scarborough and District)

Trustees Annual Report for the year ended 31st March 2020

The trustees present their annual report and financial statement for the year ended 31st March 2020. Those trustees that served during the year are shown on the next page.

Structure, Governance and Management :-

Support for Carers (Scarborough and District) is a registered charity formed in 1986 under the umbrella of the Scarborough Council of Voluntary Services (now Seachange), after a pilot scheme identified the need of supporting and providing a volunteer sitting service to carers of 18+ within the Scarborough District, who, through ill health, physical or psychological disabilities or increasing frailty provided care to a partner, friend or relation within their own home. It became independent in 1988 through funding secured from Health and Adult Services (HAS) and Health Authority (CCG). It then obtained charitable status in 1994 and is now governed by trustees under a new constitution.

The trustees are appointed at the Annual General Meeting and are recruited from local people who have an interest in the charity. The charity is controlled and directed by the elected members of the executive committee with authority to act being devolved to the chairman and vice chairman. The executive committee continues to examine the principal areas of the charity's operations to review the major risks which may arise in each area. In the opinion of the executive committee, this review enables such risks to be identified and then mitigated to an acceptable level in the charity's day to day activities.

Overall Aims of the Charity :-

- * To operate a service that gives practical and emotional support and offer respite to carers.
- * To operate a befriending service to lonely and isolated people in the community.

Service Outcomes

- * Provide a respite service by the use of volunteers and group activities.
- * Provide moral and emotional support individually and within a group environment.
- * Work alongside statutory, voluntary and private bodies to ensure collation of information on individual needs are referred to the appropriate service.

Public Benefit :-

Throughout the year, Support for Carers Board of Trustees has followed the guidelines for public benefit as set out by the Charity Commission, in achieving its overall aims and service outcomes.

Staff, volunteers and trustees:-

Current staffing consists of Shirley Lumb ,Manager, Part time 30hrs and Cheryl Heaton Co-ordinator, Part time 22hrs.

We currently have 56 volunteers who between them either provide our volunteer visiting and befriending service, assist in the running of coffee clubs or sit on the board of trustees. It is compulsory that all staff and volunteers working with vulnerable adults are police checked at enhanced level before starting any paid or voluntary work within the organisation. Support for Carers board of trustees consists of 5 individuals who have an interest in the welfare of carers within the Scarborough & Filey district. Representation on the board consists of carers, volunteers and professionals.

The chairman would like to openly thank all those involved with the organisation for their continued support and commitment over the last year.

Support for Carers (Scarborough and District)

Trustees Annual Report for the year ended 31st March 2020 (continued)

Trustees :-

The trustees who served during the year were:-

Steve Trafford	Chairman
Kate Robinson	Vice Chair
Sylvia Graham	Volunteer Representative
Frances Butters	Carer Representative
Karen Brown	Volunteer Representative

Review of Activities in the year:-

The organisation is jointly funded by the Clinical Commissioning Group (CCG) and Health and Adult Services (HAS), our contractual hours have been increased to 405 per month. These hours have been achieved by the recruitment and deployment of volunteers within peoples' home.

Volunteer Sitting Service

Our team of 56 volunteer sitters have provided 4,541 hours of respite sitting during this financial year compared to 5,991 the previous year. On behalf of the Trustees and staff the chairman Mr Steve Trafford would like to thank our volunteers for their dedicated and continuous support.

My Neighbourhood

Our team of volunteer befrienders have provided 693 hours of service compared to 171 in the previous year.

To maximise local community resources/capacity to meet the needs of adults who are at risk of deteriorating health, especially through social isolation and loneliness.

To reduce, delay and prevent escalation of health issues placing unnecessary or avoidable pressure on statutory services.

To work in partnership with other statutory and VCSE providers to ensure we offer a complementary service that enhances the current landscape of wellbeing and prevention provision.

Build stronger connection with current and potential referrers - ensure we are capturing the hardest to reach communities where isolation and loneliness may be a hidden challenge.

Our ambition is to work even closer with our referrers to ensure provision and signposting (to and from) My Neighbourhood is supported and appropriate.

Wednesday Friendship club

The Wednesday Friendship club continues to attract both carers and the person they support by bridging the gap between no care and day care. The club offers a two-hour session of both mental and social stimulation through a variety of activities. Where needed a volunteer is paired with a member who may have difficulties taking part in activities due to failing eyesight, memory or disability. Support for Carers trustees felt it was very important for the club to continue.

We still feel that the Wednesday Friendship club gives an essential respite service to carers and we will continue to run this through weekly subscriptions.

Songs and Scones

Songs and Scones which is held at Ayton Village Hall on the last Thursday of each month, is a social afternoon of music, conversation, scones and cake. This is open to carers, their dependents and anyone who is lonely or isolated in the more rural areas.

Website

Our website covers all aspects of our work from services available, useful information, volunteering opportunities and support. **See (scarboroughsupportforcarers.org).**

The Way Forward

As we are all aware there have been major funding cuts across both the statutory and voluntary sectors which has had a huge impact on those providing the service and more so for those using it. To safeguard our service and to continue to provide a much needed sitting service to carers within the Scarborough & Filey district we are looking at funding opportunities from other sources.

Support for Carers (Scarborough and District)

Trustees Annual Report for the year ended 31st March 2020 (continued)

Financial Review 2019/20 :-

The results for the year show a surplus of £2,089 and Total Reserves stand at £57,912 as at 31st March 2020 (of which £32,429 represents free unrestricted reserves).

The charity's unrestricted income derives on an annual contract basis from two sources, the CCG and HAS. The executive committee is determined that in the event that the current financial support is not forthcoming, the work of Support for Carers should continue, though it may take considerable time to establish other sources of income.

The current reserves would enable the charity to continue for approximately six to twelve months and the executive committee considers that this level should be maintained.

Reserves Policy :-

The trustees acknowledge that unrestricted cash reserves are required to:-

- * Enable Support for Carers to maintain essential core services for a minimum of 6 months in the event of the withdrawal of core funding.
- * To provide for otherwise unfunded staffing related expenses - such as redundancy costs if required.
- * To provide funds of last resort in the event of unavoidable cost overruns on activities that cannot otherwise be met from restricted funds.
- * To give time to seek alternative sources of funding and to maintain scheme continuity in the event of limited short term funding gaps.

The board of trustees consider that an adequate level of unrestricted reserves for Support for Carers is £25,000, which equates to almost 36% of its annual funded income for the 2020/21 financial year.

Responsibilities of the trustees:-

The Charities Act 2011 requires the trustees to prepare financial statements for each financial year. The financial statements are required by law to give a true and fair view of the state of affairs of the charity and of the surplus or deficit for that period.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently,
- observe the methods and principles in the Charities SORP,
- make judgements and estimates that are reasonable and prudent,
- prepare the financial statements on the going concern basis unless it is in-appropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with Charities Act 2011. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed on behalf of the trustees.

S Trafford
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Steve Trafford

Dated : 17-08-2020

**Support for Carers
(Scarborough and District)**

(REGISTERED CHARITY NUMBER 1041925)

**Receipts & Payments Account
for the year ended 31st March 2020**

	31 March 2020 £	31 March 2019 £
Grants , Donations and Members Funding	61,838	55,995
TOTAL INCOME	61,838	55,995
TOTAL EXPENDITURE	59,880	53,818
OPERATING SURPLUS / (DEFICIENCY)	1,958	2,177
OTHER INCOME		
Interest Receivable	131	77
SURPLUS/DEFICIT FOR THE FINANCIAL YEAR	2,089	2,254

Support for Carers (Scarborough and District)

Statement of Financial Activities for the year ended 31st March 2020

		2020				2019			
	Restricted Funds	Designated Funds	Unrestricted Funds	Total Funds	Restricted Funds	Designated Funds	Unrestricted Funds	Total Funds	
Notes	£	£	£	£	£	£	£	£	
INCOMING RESOURCES									
NYCC Grant	-	-	40,924	40,924	-	-	42,876	42,876	
Investment Interest	-	-	131	131	-	-	77	77	
Fundraising	-	-	1,291	1,291	-	-	631	631	
Other NYCC Grants	-	-	11,321	11,321	0	-	-	0	
Wednesday Friendship	2,505	-	0	2,505	3,880	-	-	3,880	
Voluntary Income	708	-	5,089	5,797	559	-	8,049	8,608	
	<u>3,213</u>	<u>0</u>	<u>58,756</u>	<u>61,969</u>	<u>4,439</u>	<u>0</u>	<u>51,633</u>	<u>56,072</u>	
RESOURCES EXPENDED									
Direct Charitable Expenditure	4,880	0	43,384	48,264	3,437	0	39,116	42,553	
Support Costs	0	0	8,653	8,653	2,669	0	7,172	9,841	
Management and Administration	0	0	2,963	2,963	0	0	1,424	1,424	
	<u>4,880</u>	<u>0</u>	<u>55,000</u>	<u>59,880</u>	<u>6,106</u>	<u>0</u>	<u>47,712</u>	<u>53,818</u>	
Net movement in Funds	(1,667)	0	3,756	2,089	(1,667)	0	3,921	2,254	
Transfers	0	0	0	0	0	0	0	0	
Funds at 31st March 2019	2,150	25,000	28,673	55,823	3,817	25,000	24,752	53,569	
Funds at 31st March 2020	<u>483</u>	<u>25,000</u>	<u>32,429</u>	<u>57,912</u>	<u>2,150</u>	<u>25,000</u>	<u>28,673</u>	<u>55,823</u>	

The notes on Pages 8 to 12 form part of these financial statements.

Support for Carers (Scarborough and District)

Statement of Assets as at 31st March 2020

	<i>Notes</i>	2020 Total £	2019 Total £
Tangible Fixed Assets	10	0	0
Current Assets			
Bank Accounts		57,848	55,804
Petty Cash		64	19
		57,912	55,823
		57,912	55,823
Represented by:			
Funds:			
Restricted		483	2,150
Designated		25,000	25,000
Unrestricted		32,429	28,673
Total Funds	11	57,912	55,823

Outstanding Liabilities :

Independent Examination Fee for 2020 of £575 .

For and on behalf of the Executive Committee of Support for Carers

S Trafford Dated **17-08-2020**
 Steve Trafford CHAIRMAN:

**Support for Carers
(Scarborough and District)**

(REGISTERED CHARITY NUMBER 1041925)

Notes to the Financial Statements for the year ended 31st March 2020

1 ACCOUNTING POLICIES

These accounts have been prepared under the historical cost convention and in accordance with applicable accounting standards and the Charities Statement of Recommended Practice: Accounting by Charities.

All income is shown in the accounts when receivable.

Expenses are allocated as they arise.

2 TRUSTEES

No trustee received a remuneration for services rendered.

No trustee, or anyone connected with a trustee, has a material interest in any of the charity's transactions.

3 VOLUNTARY INCOME

	2020			2019		
	Restricted Funds	Unrestricted Funds	Total Funds	Restricted Funds	Unrestricted Funds	Total Funds
Donations	-	1,906	1,906	-	414	414
Other Grants Receivable *	-	-	0	-	4,618	4,618
Membership	-	80	80	-	90	90
Other Income	708	3,103	3,811	559	2,927	3,486
	<u>708</u>	<u>5,089</u>	<u>5,797</u>	<u>559</u>	<u>8,049</u>	<u>8,608</u>

* From North Yorkshire County Council WB

4 DIRECT CHARITABLE EXPENDITURE

	2020			2019		
	Restricted Funds	Unrestricted Funds	Total Funds	Restricted Funds	Unrestricted Funds	Total Funds
Staff Costs	-	37,635	37,635	-	34,187	34,187
Staff Travel	-	1,027	1,027	-	888	888
Partnership Costs	-	0	0	-	14	14
Volunteer Expenses	-	2,384	2,384	-	1,601	1,601
Training	-	85	85	-	28	28
Activity Expenses	4,880	1,493	6,373	3,437	1,965	5,402
General Expenses	-	685	685	-	363	363
Subscriptions	-	75	75	-	70	70
	4,880	43,384	48,264	3,437	39,116	42,553

5 SUPPORT COSTS

	2020			2019		
	Restricted Funds	Unrestricted Funds	Total Funds	Restricted Funds	Unrestricted Funds	Total Funds
Office Expenses	-	2,116	2,116	-	577	577
Establishment Costs	-	2,750	2,750	2,669	3,147	5,816
Telephone	-	1,014	1,014	-	753	753
Insurance	-	1,458	1,458	-	1,703	1,703
New Equipment	-	639	639	-	743	743
Repairs & Maint	-	676	676	-	249	249
	0	8,653	8,653	2,669	7,172	9,841

6 MANAGEMENT AND ADMINISTRATION

	2020			2019		
	Restricted Funds	Unrestricted Funds	Total Funds	Restricted Funds	Unrestricted Funds	Total Funds
Independent Examination	-	575	575	-	575	575
Legal & Professional Charges	-	1,151	1,151	-	166	166
Payroll & Accounts Fees	-	1,181	1,181	-	683	683
Trustees Expenses	-	56	56	-	0	0
	0	2,963	2,963	0	1,424	1,424

7 RESTRICTED FUNDS

Morrison's

Funding towards the running of our Monthly Songs & Scones event running the last Thursday of each month at Ayton Village Hall. This musical afternoon enables people living in more rural areas a chance to meet up on a monthly basis. We also provide free transport for those who do not drive.

Wednesday Friendship

A club mainly for carers and dependants , however anybody who is lonely or isolated is also welcome to join. The club provides various activities such as sing a longs, bingo, quizzes, games and talks from local places of interest.

-

See note 9 for balances remaining on these projects

8 DESIGNATED FUNDS

* *Managed Closure*

The trustees have put a reserve aside to cover possible closure costs that could arise sometime in the future if there was a need. This figure is the current estimate of such costs.

9 MOVEMENT OF FUNDS

<u>2020</u>	Opening Balances	Incoming Resources	Resources Expended	Transfers	Closing Balances
<i>Restricted Funds</i>					
Morrison's	1,700	708	(2,329)	-	79
Wednesday Friendship	450	2,505	(2,551)	-	404
	<u>2,150</u>	<u>3,213</u>	<u>(4,880)</u>	<u>0</u>	<u>483</u>
<i>Designated Funds</i>					
Managed Closure *	25,000	-	-	0	25,000
	<u>25,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>25,000</u>
<i>Unrestricted Funds</i>					
	<u>28,673</u>	<u>58,756</u>	<u>(55,000)</u>	<u>0</u>	<u>32,429</u>
TOTAL	<u>55,823</u>	<u>61,969</u>	<u>(59,880)</u>	<u>0</u>	<u>57,912</u>
<u>2019</u>	Opening Balances	Incoming Resources	Resources Expended	Transfers	Closing Balances
<i>Restricted Funds</i>					
Wednesday Friendship	7	3,880	(3,437)	-	450
Morrison's	3,810	559	(2,669)	-	1,700
	<u>3,817</u>	<u>4,439</u>	<u>(6,106)</u>	<u>0</u>	<u>2,150</u>
<i>Designated Funds</i>					
Managed Closure	25,000	-	-	0	25,000
	<u>25,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>25,000</u>
<i>Unrestricted Funds</i>					
	<u>24,752</u>	<u>51,633</u>	<u>(47,712)</u>	<u>0</u>	<u>28,673</u>
TOTAL FUNDS	<u>53,569</u>	<u>56,072</u>	<u>(53,818)</u>	<u>0</u>	<u>55,823</u>

10 TANGIBLE FIXED ASSETS

	2020	2019
	Total	Total
Net Book Value brought forward	0	0
Depreciation this year	0	0
Net Book Value at 31st March 2020	<u>0</u>	<u>0</u>

11 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Restricted	Designated	Unrestricted	2020	Restricted	Designated	Unrestricted	2019
	Funds	Funds	Funds	Total	Funds	Funds	Funds	Total
	Funds	Funds	Funds	Funds	Funds	Funds	Funds	Funds
Tangible Fixed Assets	-	-	-	0	-	-	-	0
Current Assets	483	25,000	32,429	57,912	2,150	25,000	28,673	55,823
Total Assets	<u>483</u>	<u>25,000</u>	<u>32,429</u>	<u>57,912</u>	<u>2,150</u>	<u>25,000</u>	<u>28,673</u>	<u>55,823</u>

12 EMPLOYEES

	2020	2019
The average number of part-time employees during the year was :-	<u>2</u>	<u>2</u>
Employment Costs	2020	2019
Wages and Salaries	35,962	32,432
Social Security N.I. Costs	<u>0</u>	<u>0</u>
	<u>35,962</u>	<u>32,432</u>

13 PENSION COSTS

	2020	2019
The charity has made pension contributions to a defined contribution pension scheme for its employees.	£1,673	£1,755

14 CONTINGENT LIABILITIES

The charity has no contingent liabilities.

Support for Carers (Scarborough and District)

(REGISTERED CHARITY NUMBER 1041925)

Independent Examiners Report to the trustees for the year ended 31st March 2020

I report on the accounts of Support for Carers (Scarborough and District) for the year ended 31st March 2020 as set out on pages 5 to 12.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's 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.

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 charity 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 the 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 130 of the 2011 Act; and

- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

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.

Barrie Tuck

Date: 11th September 2020

Barrie Tuck
Independent Charity Examiner ,
Marchwood ,
Back Lane South ,
Middleton ,
Pickering ,
YO18 8NU .