

Charity Registration No. 1120693

Company Registration No. 6297277 (England and Wales)

CARE NETWORK CAMBRIDGESHIRE
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020

CARE NETWORK CAMBRIDGESHIRE

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	W Mortimer	
	J Worth	
	S Ellington	
	P Beecroft	(Appointed 26 April 2019)
	M Pearce Higgins	(Appointed 26 April 2019)
	G Barron	(Appointed 2 March 2020)
	M Hill	(Appointed 2 March 2020)
Secretary	S Willis	
Charity number	1120693	
Company number	6297277	
Registered office	18 Broadway House 149-151 St Neot's Road Hardwick Cambridge Cambridgeshire CB23 7QJ	
Auditor	Baldwins Audit Services Ruthlyn House 90 Lincoln Road Peterborough Cambridgeshire PE1 2SP	

CARE NETWORK CAMBRIDGESHIRE

CONTENTS

	Page
Trustees' report	1 - 4
Statement of trustees' responsibilities	5
Independent auditor's report	6 - 8
Statement of financial activities	9
Balance sheet	10
Statement of cash flows	11
Notes to the financial statements	12 - 22

CARE NETWORK CAMBRIDGESHIRE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2020

The trustees present their report and financial statements for the year ended 31 March 2020.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's [governing document], the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

Objectives and activities

The charity's objects are "To facilitate the relief of sickness and distress and improve the quality of life by reducing social isolation and improving independence for older and otherwise vulnerable adults, in Cambridgeshire and neighbouring counties".

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Achievements and performance

Care Network Cambridgeshire exists to help people to stay healthy, independent and to keep in touch with their community.

Our vision is for individuals to choose their own independent lifestyle and social activities, provided with as much information and support as they need. The health and well-being of individuals is improved or maintained, hospital stays are minimised and recovery is as fast as possible. Communities involve local people to support each other both individually and through groups and activities.

Over the past 12-months Care Network has remained concerned about the disparity in health inequalities and increasing local need that we find across the county, seeing the impact this has upon health and wellbeing of many of our clients. Our Community Navigators saw a 60% increase with client contacts, whilst for Help at Home this increased by 25%.

Our achievements within the last 12-months to deliver upon these goals of supporting residents of Cambridgeshire & Peterborough are:-

- Community Development Team has supported 326 Community Groups across Cambridgeshire with 1,541 contacts to develop resilient communities with strong connections
- Help at Home Service received 1,522 referrals, which led to 7,981 contacts with local people, who otherwise were at risk of a hospital admission or losing their independence at home
- Community Navigators received 2,399 referrals, which led to 18,082 contacts of information, and guidance to enable residents to access services and activities to support their independence
- Wellbeing Service received 115 referrals, with whom we had 1,265 contacts, supporting clients with anxiety and low to moderate depression

Our wonderful volunteers remain integral to Care Network being able to support local need and within the past year have given 2,615 hours of their time to support our clients. The power of the gift of one's time to care for another is immeasurable and noted through client feedback of our volunteers, "*[The Volunteer] was lovely. I was at the bottom of a hump in life and [the Volunteer] helped me over it ... Helped me over a rough patch!*"

Our 'Joining Up The Dots' Peterborough Pilot that we reported on last year, has been a tremendous success and firmly established our presence in the Peterborough landscape. We worked hard when starting this project to compliment and work alongside existing voluntary sector services. The project supported 96 clients, with complex needs, to either maintain independence at home or to successfully support them with complex hospital discharge support needs. For instance, we facilitated 17 deep home cleans and supported 4 people to find long-term accommodation. One of our clients said "*I very much appreciate what you've done for me as I wouldn't have been able to do it without your fantastic help. Thank you.*"

CARE NETWORK CAMBRIDGESHIRE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

The learnings and delivery model for 'Joining Up the Dots' has proved vital in supporting our new Help at Home+ service, which Cambridgeshire and Peterborough Clinical Commissioning Group fund to support discharge into the community at the three acute hospital sites of: Peterborough City, Addenbrookes and Hinchingbrooke Hospitals.

This year, we launched a new campaign to stimulate community social action to tackle loneliness through our 'Open Arms Project'. Care Network felt extremely strongly that whilst many national messages have been given telling communities about the problem of loneliness, little engagement had been given to ask them, that, if they wanted to tackle this problem, how would they like to do it and what support would they need. To date Open Arms has raised awareness and support to local communities through 1,800 direct contacts, 22,000 social media contacts, visited 122 groups to deliver workshops and discuss action options and facilitated 8 inter-generational projects.

In the last year we had a phenomenal time with the community car schemes we support, conducting a 12-month research project into to bring to the fore the difference and impact they make to the lives of Cambridgeshire residents. We would like to thank our Community Development Team for the high standard of research that they delivered and to the Community Car Scheme Coordinators, Drivers and Passengers who gave us so much of their time. You were amazing!

This research project drew upon a mixture of qualitative and quantitative data collection processes, which exemplified the power and impact of voluntary, community grass root action. The key themes that emerged from the data related to: Individual Operating Activity, Community First in Every Aspect, More than Just Transport, System Impact upon Car Schemes.

The release of this report was delayed due to the arrival of the Covid-19 pandemic.

Whilst the presence and increasing impact of Covid-19 hit the UK in the last month of the reporting period for this financial year, we rapidly saw the its impact upon local communities and residents. Within the first week of lock down we had over 700 contacts with local people and data to date, suggest our wellbeing service will see a 44% increase in use over the next 12 months.

Our staff and volunteers responded rapidly to develop and deliver our Covid-19 response services, which saw a switch to providing support 7 days a week. Thank you, in extremely exceptional and stressful circumstances, we were able to quickly adapt and work to support local people. You are appreciated more than words can express.

Fundraising policy

The charity does not actively fundraise amongst the public, although it does hold occasional fundraising events (online fundraising campaigns etc).

The charity does not use any outside or third party fundraisers. Where the charity does receive donations (which it considers unsolicited) it monitors the source to ensure it is suitable to receive the donation in terms of potential vulnerability of the donor or reputational risk to the charity.

No complaints have been received by the charity,

CARE NETWORK CAMBRIDGESHIRE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2020

Financial review

The charity had total funds of £370,053 (2019 - £350,512) at the year end, of which it considers £217,965 free (2019 - £177,335). The trustees consider the position satisfactory. The principal financial risk to the charity is the withdrawal of grant income from its main funders. The trustees consider the free reserve level sufficient to cover such funding shortfall in the short term.

As part of the annual budgeting process, trustees consider the desirable level of free unrestricted reserves for the coming year. The charity uses these reserves in a variety of ways including pump priming of new services, support for existing services where funding has fallen short of expenditure and to fund the liabilities in the event of closure of the charity. The annual review takes into account the current level of expenditure for Care Network Cambridgeshire, an assessment of the risk regarding the main source of income, the trends and pressures on grant funding and the level of reserves that can be realistically achieved. The trustees will annually review the evidence and agree an appropriate level of reserves. This review will incorporate an action plan to increase reserves if necessary and set guidelines for spending against the reserves. Progress against the action plan will be monitored by the trustees at their regular meeting and any investment decisions will take into account the required reserve level. In quantifying a range of free reserves the trustees consider free reserves between £150,000 and £300,000 acceptable with the upper figure being more desirable.

Risk management

The trustees has assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

The trustees are committed to an ongoing policy of identifying, monitoring and managing all operational, financial and strategic risk. The trustees regularly review key risks which are rated based on severity and likelihood of occurrence and ensure that appropriate mitigations are in place to protect the charity.

Structure, governance and management

The charity is a company limited by guarantee with charitable status, formed on 29th June 2007, and governed by a Memorandum and Articles of Association. Its unincorporated predecessor charity, Care Network, was originally formed in October 1994.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

W Mortimer	
S McGrady	(Resigned 20 June 2020)
J Worth	
D Brassington	(Resigned 6 January 2020)
S Ellington	
P Beecroft	(Appointed 26 April 2019)
M Pearce Higgins	(Appointed 26 April 2019)
G Barron	(Appointed 2 March 2020)
M Hill	(Appointed 2 March 2020)

Care Network Cambridgeshire is controlled by a Board of Trustees (7 Trustees in 2019/20). The board meets every 2 months with the Chief Executive Officer to set policy and strategic direction, monitor performance, approve policies and agree areas for research or action. The day to day management of the charity is delegated to the Chief Executive Officer. Trustees are recruited seeking a spread of skills and/or client group representation to ensure a diverse board, representative of the community the charity serves. New trustees provide a personal summary and references, and are elected in accordance with the Articles of Association. These articles provide for the election of trustees for a full term with a three year rotational retirement, and also for the co-option of trustees until the next AGM. New trustees receive an induction pack, details of staff, services and a copy of written policies. Appropriate training is offered for relevant skills development. The trustees periodically review these procedures with reference to guidance published by the Charity Commission.

CARE NETWORK CAMBRIDGESHIRE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

Future plans

Within the last 12-months so much has been achieved, all driven by our ethos of *"people at the heart of everything"*. As such, following our strategic priority setting session in February 2020, our focus on delivering innovative services is going to draw upon improving organisational learning, development, and processes.

As one would expect, much of our 2020-2021's plans will be centred around support and recovery from Covid-19. We have proven how agile and responsive we are to address the impact of this pandemic and will continue to work alongside local communities and residents in a person centred approach as our journey with this devastating virus in our lives continues.

Investment powers

The trustees having regards for the operational needs of the charity and security of funds have kept available funds in interest bearing deposit accounts.

Public benefit

In order to fulfil its charitable objects and for the public benefit, Care Network Cambridgeshire delivers direct services to older and vulnerable people and supports community groups to do the same. In developing strategy and planning service delivery, the trustees comply with their duty to have due regard to the guidance on public benefit published by the Charity Commission.

Pay policy and senior staff

The pay of senior staff is reviewed annually by the trustees and normally increased annually for rises in the cost of living. Specific roles have salary levels set commensurate with salaries set by similar organisations for comparable roles.

Further information about the activities of Care Network Cambridgeshire is contained in the Annual Report.

Auditor

In accordance with the company's articles, a resolution proposing that Baldwins Audit Services be reappointed as auditor of the company will be put at a General Meeting.

The trustees' report was approved by the Board of Trustees.



W Mortimer

Trustee

Dated: 26 June 2020

CARE NETWORK CAMBRIDGESHIRE

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 MARCH 2020

The trustees, who are also the directors of Care Network Cambridgeshire for the purpose of company law, are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

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;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They 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.

CARE NETWORK CAMBRIDGESHIRE

INDEPENDENT AUDITOR'S REPORT

TO THE TRUSTEES OF CARE NETWORK CAMBRIDGESHIRE

Opinion

We have audited the financial statements of Care Network Cambridgeshire (the 'charity') for the year ended 31 March 2020 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2020 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

CARE NETWORK CAMBRIDGESHIRE

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF CARE NETWORK CAMBRIDGESHIRE

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities, the trustees, who are also the directors of the charity for the purpose of company law, are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: <http://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

CARE NETWORK CAMBRIDGESHIRE

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF CARE NETWORK CAMBRIDGESHIRE

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.



Mr Mark Jackson FCA DChA (Senior Statutory Auditor)
for and on behalf of Baldwins Audit Services

~~...6...8...2020.~~

Statutory Auditor

Ruthlyn House
90 Lincoln Road
Peterborough
Cambridgeshire
PE1 2SP

Baldwins Audit Services is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under of section 1212 of the Companies Act 2006.

CARE NETWORK CAMBRIDGESHIRE

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2020

		Unrestricted funds general 2020 £	Unrestricted funds designated 2020 £	Restricted funds 2020 £	Total 2020 £	Total 2019 £
	Notes					
<u>Income and endowments from:</u>						
Donations and legacies	3	5,421	-	23,712	29,133	2,375
Charitable activities	4	71,775	-	910,540	982,315	1,004,691
Investments	5	1,769	-	-	1,769	845
Other income	6	7,296	-	1,823	9,119	1,492
Total income		86,261	-	936,075	1,022,336	1,009,403
<u>Expenditure on:</u>						
Charitable activities	7	34,114	16,817	951,864	1,002,795	969,736
Net income/(expenditure) for the year/ Net movement in funds		52,147	(16,817)	(15,789)	19,541	39,667
Fund balances at 1 April 2019		178,874	16,817	154,821	350,512	310,845
Fund balances at 31 March 2020		231,021	-	139,032	370,053	350,512

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

CARE NETWORK CAMBRIDGESHIRE

BALANCE SHEET

AS AT 31 MARCH 2020

	Notes	2020 £	£	2019 £	£
Fixed assets					
Tangible assets	11		13,056		1,539
Current assets					
Debtors	12	14,087		12,354	
Cash at bank and in hand		476,646		475,963	
		490,733		488,317	
Creditors: amounts falling due within one year	13	(133,736)		(139,344)	
Net current assets			356,997		348,973
Total assets less current liabilities			370,053		350,512
Income funds					
Restricted funds	15		139,032		154,821
<u>Unrestricted funds</u>					
Designated funds	16	-		16,817	
General unrestricted funds		231,021		178,874	
			231,021		195,691
			370,053		350,512

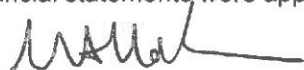
The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2020, although an audit has been carried out under section 144 of the Charities Act 2011.

The trustees acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The members have not required the company to obtain an audit of its financial statements under the requirements of the Companies Act 2006, for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 26 June 2020



W Mortimer
Trustee

Company Registration No. 6297277

CARE NETWORK CAMBRIDGESHIRE

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2020

	Notes	2020 £	£	2019 £	£
Cash flows from operating activities					
Cash generated from operations	20		13,347		123,976
Investing activities					
Purchase of tangible fixed assets		(14,433)		-	
Interest received		1,769		845	
Net cash (used in)/generated from investing activities			(12,664)		845
Net cash used in financing activities			-		-
Net increase in cash and cash equivalents			683		124,821
Cash and cash equivalents at beginning of year			475,963		351,142
Cash and cash equivalents at end of year			476,646		475,963

CARE NETWORK CAMBRIDGESHIRE

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2020

1 Accounting policies

Charity information

Care Network Cambridgeshire is a private company limited by guarantee incorporated in England and Wales. The registered office is 18 Broadway House, 149-151 St Neot's Road, Hardwick, Cambridge, Cambridgeshire, CB23 7QJ.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's [governing document], the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

1.5 Expenditure

Income and expenses are included in the financial statements as they become receivable or due.

Expenses include VAT where applicable as the company cannot reclaim it.

CARE NETWORK CAMBRIDGESHIRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2020

1 Accounting policies

(Continued)

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures and fittings	10% Straight line basis
Computers	33.33% Straight line basis

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

It is the policy of the charity to capitalise assets acquired with a value in excess of £1,000.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

CARE NETWORK CAMBRIDGESHIRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

1 Accounting policies

(Continued)

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations and legacies

	Unrestricted funds general 2020 £	Restricted funds 2020 £	Total 2020 £	Total 2019 £
Donations and gifts	5,421	23,712	29,133	2,375

CARE NETWORK CAMBRIDGESHIRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

4 Charitable activities

	Charitable Activities 2020 £	Charitable Activities 2019 £
Income from charitable activities	982,315	1,004,691
Analysis by fund		
Unrestricted funds - general	71,775	114,486
Restricted funds	910,540	890,205
	982,315	1,004,691

Included within income from charitable activities is funding from the following organisations:-

- Cambridgeshire County Council
- Cambridgeshire & Peterborough Clinical Commissioning Group
- National Lottery Community Fund – Reaching Communities
- National Lottery Community Fund – Building Connections
- South Cambridgeshire District Council
- Cambridgeshire Community Foundation
- The Sobell Foundation
- The Pye Foundation
- The Betty Lawes Foundation
- Huntingdon Freeman's Trust
- The Edward Gostling Foundation
- The Britford Bridge Trust

5 Investments

	Unrestricted funds general 2020 £	Unrestricted funds general 2019 £
Interest receivable	1,769	845

CARE NETWORK CAMBRIDGESHIRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2020

6 Other income

	Unrestricted funds general 2020 £	Restricted funds 2020 £	Total 2020 £	Total 2019 £
Other income	7,296	1,823	9,119	1,492

7 Charitable activities

	Charitable Activities 2020 £	Charitable Activities 2019 £
Staff costs	553,456	550,852
Depreciation and impairment	2,916	1,695
Staff training and travel	25,413	34,447
Project and volunteer costs	97,989	105,781
Office accommodation costs	2,221	5,400
Office running costs	11,993	15,787
Professional fees	9,413	24,308
	703,401	738,270
Share of support costs (see note 8)	294,534	226,891
Share of governance costs (see note 8)	4,860	4,575
	1,002,795	969,736
Analysis by fund		
Unrestricted funds - general	34,114	92,759
Unrestricted funds - designated	16,817	-
Restricted funds	951,864	876,977
	1,002,795	969,736
For the year ended 31 March 2019		
Unrestricted funds - general	92,759	
Restricted funds	876,977	
	969,736	

CARE NETWORK CAMBRIDGESHIRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2020

8 Support costs

	Support costs	Governance costs	2020	2019
	£	£	£	£
Staff costs	182,144	-	182,144	109,005
Staff training and travel	3,332	-	3,332	3,587
Project and volunteer costs	-	-	-	394
Trustee expenses	-	60	60	75
Office accommodation costs	54,213	-	54,213	49,668
Office running costs	47,181	-	47,181	54,627
Professional fees	7,154	4,800	11,954	13,544
Financing costs	510	-	510	566
	<u>294,534</u>	<u>4,860</u>	<u>299,394</u>	<u>231,466</u>
Analysed between				
Charitable activities	<u>294,534</u>	<u>4,860</u>	<u>299,394</u>	<u>231,466</u>

Governance costs includes payments to the auditors of £4,800 (2019- £4,500) for audit fees.

9 Trustees

None of the trustees (or any persons connected with them) received any remuneration during the year. Expenses were reimbursed to them totalling £60 (2019- £75).

CARE NETWORK CAMBRIDGESHIRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

10 Employees

Number of employees

The average full time equivalent monthly number of employees during the year was:

	2020 Number	2019 Number
Projects	21	19
Administration	3	3
	<u>24</u>	<u>22</u>

Employment costs

	2020 £	2019 £
Wages and salaries	657,412	598,167
Social security costs	45,115	37,446
Other pension costs	33,073	24,244
	<u>735,600</u>	<u>659,857</u>

The total gross number of staff both full and part time was 41 (2019 - 42).

During the year 5 key management personnel, being the senior leadership team, received remuneration totalling £165,736 (2019 - £148,190).

There were no employees whose annual remuneration was £60,000 or more.

11 Tangible fixed assets

	Fixtures and fittings £	Computers £	Total £
Cost			
At 1 April 2019	2,493	6,670	9,163
Additions	-	14,433	14,433
At 31 March 2020	<u>2,493</u>	<u>21,103</u>	<u>23,596</u>
Depreciation and impairment			
At 1 April 2019	1,835	5,789	7,624
Depreciation charged in the year	249	2,667	2,916
At 31 March 2020	<u>2,084</u>	<u>8,456</u>	<u>10,540</u>
Carrying amount			
At 31 March 2020	<u>409</u>	<u>12,647</u>	<u>13,056</u>
At 31 March 2019	<u>658</u>	<u>881</u>	<u>1,539</u>

CARE NETWORK CAMBRIDGESHIRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

12 Debtors

	2020	2019
	£	£
Amounts falling due within one year:		
Other debtors	8,902	7,818
Prepayments and accrued income	5,185	4,536
	<u>14,087</u>	<u>12,354</u>

13 Creditors: amounts falling due within one year

	Notes	2020	2019
		£	£
Other taxation and social security		13,176	11,244
Deferred income	14	77,084	83,735
Trade creditors		8,517	9,470
Other creditors		7,033	5,848
Accruals		27,926	29,047
		<u>133,736</u>	<u>139,344</u>

14 Deferred income

	2020	2019
	£	£
Other deferred income	<u>77,084</u>	<u>83,735</u>

CARE NETWORK CAMBRIDGESHIRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2020

15 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds			Balance at 31 March 2020 £
	Balance at 1 April 2019 £	Incoming resources £	Resources expended £	
Direct Services	104,125	232,809	(238,797)	98,137
Community Development	1,368	97,481	(98,849)	-
Head Office	-	1,823	(1,823)	-
Community Navigators	21,198	322,642	(329,182)	14,658
Peterborough Pilot	3,799	-	(3,799)	-
Reaching Communities Ensure	-	93,675	(88,394)	5,281
Healthy Fenland	16,079	177,750	(172,873)	20,956
Connected Communities	8,252	9,895	(18,147)	-
	<u>154,821</u>	<u>936,075</u>	<u>(951,864)</u>	<u>139,032</u>

Direct Services - To support the core costs for the delivery of Care Network Cambridgeshire services.

Community Development - Delivery of community development work in Cambridgeshire.

Head Office - Supporting the delivery of Care Network Cambridgeshire services.

Community Navigators - Delivery of the Community Navigators projects in Cambridgeshire.

Peterborough Pilot - To establish services in Peterborough.

Reaching Communities Ensure - Supporting older people in Hunts and Fenland to promote confidence and independence at home, reduce social isolation and improve emotional well-being.

Healthy Fenland - To support Fenland communities to address health and well-being needs.

Connected Communities - Supporting residents of St Ives and Soham through the set up of groups, enterprises and personal assistance.

CARE NETWORK CAMBRIDGESHIRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2020

16 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Balance at 1 April 2019 £	Resources expended £	Balance at 31 March 2020 £
Community Development	16,817	(16,817)	-
	<u>16,817</u>	<u>(16,817)</u>	<u>-</u>

Community Development - Delivery of community development work in Cambridgeshire.

17 Analysis of net assets between funds

	Unrestricted 2020 £	Designated 2020 £	Restricted 2020 £	Total 2020 £	Total 2019 £
Fund balances at 31 March 2020 are represented by:					
Tangible assets	-	-	13,056	13,056	1,539
Current assets/(liabilities)	231,021	-	125,976	356,997	348,973
	<u>231,021</u>	<u>-</u>	<u>139,032</u>	<u>370,053</u>	<u>350,512</u>

18 Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2020 £	2019 £
Within one year	28,083	39,284
Between two and five years	23,171	51,583
	<u>51,254</u>	<u>90,867</u>

19 Related party transactions

The trustees are drawn from the community and one of the trustees is also a councillor for South Cambridgeshire District Council. During the year Care Network Cambridgeshire received funding from the Council.

CARE NETWORK CAMBRIDGESHIRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

20	Cash generated from operations	2020 £	2019 £
	Surplus for the year	19,541	39,667
	Adjustments for:		
	Investment income recognised in statement of financial activities	(1,769)	(845)
	Depreciation and impairment of tangible fixed assets	2,916	1,695
	Movements in working capital:		
	(Increase)/decrease in debtors	(1,733)	86,203
	Increase in creditors	1,043	8,316
	(Decrease) in deferred income	(6,651)	(11,060)
	Cash generated from operations	<u>13,347</u>	<u>123,976</u>
