

Report of the Trustees and
Unaudited Financial Statements
for the Year Ended 31 March 2020
for
Bath & North East Somerset
Carers' Centre
(A Company Limited by Guarantee)

MHA Monahans
Chartered Accountants
Fortescue House
Court Street
Trowbridge
Wiltshire
BA14 8FA

Bath & North East Somerset
Carers' Centre

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for the Year Ended 31 March 2020

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Bath & North East Somerset
Carers' Centre

Chairperson's Report
for the Year Ended 31 March 2020

I have now had a full year as Chair of Trustees for the Carers' Centre and have gained a fuller understanding of the commitment and hard work that allows us to deliver unpaid carers a much-needed service. I would like to sincerely thank all those who have contributed; our funders, partners, staff, volunteers and the carers themselves who help us to understand what they need.

The ongoing key sub contract we hold with Virgin Care has enabled us to provide another year of crucial support for unpaid carers across Bath and North East Somerset. We continue to have a very productive working relationship with Virgin Care ensuring our common goals are met. During the year we have also fundraised successfully for the additional activities we offer and continue to provide for our Young Carers. These activities are highlighted in more detail in the Chief Executive's report.

This year has been busy for the Board ensuring that we stay in shape to serve this Charity well. We set out to recruit new Trustees. Researching and implementing best practice we have been fortunate enough to appoint two new Trustees, Ken Littlewood and Paul Richards, who bring undoubted expertise and vision to the Board. After many years of service Rob Appleyard and Malcolm Harvey retired from the Board in July 2019 and at the Annual General Meeting in November 2019 respectively. We are extremely grateful to both of them for their considerable contribution to the Carers' Centre and wish them well for the future. We are very pleased that Gordon Westwood, an existing Trustee with a finance background, replaces Malcolm Harvey as Treasurer.

The Board also focused on important governance issues including safeguarding and risk which are eternally relevant across the organisation in everything we do. This was in addition to a general refreshment of work plans, strategy and Trustee training. It has been a pleasure to get to know the Trustees better and work productively with them. The Board took some significant decisions in the year to enable our organisational restructure and move our Radstock office to new premises nearby.

We introduced regular opportunities for the Trustees to get to know the staff team and their work and this has been tremendously helpful in making that connection between the Board and the staff, which we will take forward.

We also formally adopted the NCVO Ethical Principles as an endorsement of what we already do and it is good to keep up with recommended practice in the charity world.

The Coronavirus pandemic came at the end of this year with enormous challenges for all. I am able to say with pride and gratitude that the whole team responded incredibly well to keep on doing the very best we can for our carers. We will continue to work hard to see us to the other side of this as unpaid carers are likely to need more support than ever.



A J Harries
3 September 2020

Bath & North East Somerset
Carers' Centre

Chief Executive's Report
for the Year Ended 31 March 2020

It has been a positive year and I would like to start by saying thank you to all of our funders, supporters, partners, staff and volunteers for their ongoing commitment to carers.

In April, we launched our improved Support Line, staffed by a team of experienced Support Officers, providing trusted information advice and support to over 1000 people with questions about caring.

With continued funding from the National Lottery Building Connections Fund, we introduced a further ten neighbourhood Carer Cafés across Bath and North East Somerset. In August we welcomed Baroness Barran, Parliamentary Under-Secretary of State for Civil Society and Loneliness and showcased how this programme is connecting over 300 local carers and helping to reduce isolation and loneliness.

Thanks to funding from National Lottery Reaching Communities we were able to provide a programme of over 60 different activities and events with over 900 adult carer attendances.

Our Young Carers Service saw a month on month increase in referrals for children with caring responsibilities and provided 440 opportunities for them to take a break.

With funding from Comic Relief, we worked with Mile 91 to create a series of short films to better tell the story of what it means to be a carer. With Francworks we created two animations to help raise awareness within the community.

Our goal of creating a carer-friendly community took a big step forward in September when we secured a grant from the National Lottery Digital Fund. Over the next three years we will be researching and developing new ways for our community to better support unpaid carers. The first instalment of this grant was awarded during this financial year, however the work will not commence until next year.

The Coronavirus Pandemic, which started at the end of the financial year, presents an ongoing challenge for the delivery of support through what is an extraordinarily challenging time for those with caring responsibilities. I am proud of how the Carers' Centre team, our funders and partner organisations have responded to support our community.

Although 2020 feels uncertain, once the crisis has passed, we will stand ready to help carers recover and rebuild their resilience.



D Trumper
3 September 2020

Bath & North East Somerset
Carers' Centre

Report of the Trustees
for the Year Ended 31 March 2020

The Trustees (who are also directors of the Charity for the purposes of the Companies Act) present their Annual Report together with the financial statements of the Carers' Centre for the year ended 31 March 2020. The Trustees confirm that the Annual Report and financial statements of the Carers' Centre comply with the current statutory requirements, the requirements of the Carers' Centre governing document and the provisions of the Statement of Recommended Practice (SORP), 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 2015).

Since the Carers' Centre qualifies as small under section 383, the strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Director's Report) Regulations 2013 is not required.

POLICIES AND OBJECTIVES

Our overall aim was to create a community where carers of today and tomorrow are fully recognised, valued and supported and have what they need to stay well, in control and feel connected.

A carer is someone, who, without payment, provides help and support to a partner, child, relative, friend or neighbour, who could not manage without their help. This could be due to age, physical or mental illness, addiction or disability.

Taking on a caring role can mean facing a life of poverty, isolation, frustration, ill health and depression. Many give up an income, future employment prospects and pension rights to become a carer. Many also work outside the home and are trying to juggle jobs with their caring responsibilities. The majority of carers struggle on alone and do not know there is help available to them. Carers say that access to information, financial support and breaks are vital in helping them manage the impact of caring on their lives.

Our charitable purposes were as set out in the Memorandum of Association. Our organisation provided benefit to the public with the services that we offer.

STRATEGIES FOR ACHIEVING OBJECTIVES

During this year, we continued our 2018-24 strategy. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when setting our strategy and our future activities. In particular, the Trustees consider how planned activities will contribute to the aims and objectives they have set.

The Carers' Centre aimed to provide services to anyone who needed them. The five aims of the Carers' Centre from our 2018-24 strategy were keeping carers well; keeping carers connected; keeping carers feeling in control; creating a carer friendly community and being here for carers in the long term. These have been demonstrated in our performance over the past year and through our diversified funding.

Strategic Aim 1 Keeping Carers Well: Carers have improved physical health and mental/emotional wellbeing

Carers can be so focused on the cared for persons' health that they do not look after their own. Helping carers to keep physically healthy, maintain and improve their mental/emotional wellbeing is not just good for them but also to help them care for the person they care for, for longer.

Strategic Aim 2 Keeping Carers feeling in Control: Carers are better able to manage the impact of caring

Caring can be complex and carers can struggle to cope with the role. Helping carers to manage the emotional and physical impact of caring can prevent the carer from breaking down and enable them to look after the person they care for, for longer.

Our strategy also sets out how the Carers' Centre will work with the local community to improve the wider environment for carers, with a long-term intended outcome, which is also one of our strategic aims.

Strategic Aim 3 Creating a Carer Friendly Community: People living in Bath and North East Somerset better understand the needs of local carers

By increasing people's awareness and understanding of the needs of local carers, we aim to make a more carer friendly community and help people to seek help earlier when they become a carer.

Strategic Aim 4 Keeping Carers Connected: Carers are better able to have a life alongside caring

Caring can be very isolating and lonely. Helping carers to have a life alongside caring can increase their resilience both financially and emotionally, ensuring they can continue to have meaning and purpose over and above their caring role.

Bath & North East Somerset
Carers' Centre

Report of the Trustees
for the Year Ended 31 March 2020

Strategic Aim 5 Being Here for Carers: We are a sustainable organisation in charge of our own funding destiny

In order to make the difference to carers, we need staff who are knowledgeable and skilled with high quality working practices, and to secure funding to enable sustainable and innovative approaches to our work.

SERVICE DELIVERY AND PERFORMANCE

The main objectives and activities for the year were achieved through four main contracts and additional grants that enabled us to achieve over and above our aims:

The Carers Support Service commissioned by Bath & North East Somerset Council & North East Somerset Clinical Commissioning Group and subcontracted to us by Virgin Care. Additional funds were gratefully received from Albert Hunt Trust; Baker Charitable Trust; Beatrice Laing Foundation Trust; Boshier Hinton Foundation; Bruce Wake Charitable Trust; Carers Trust; Comic Relief; Douglas Arter Foundation; HealthWatch; Jules Thorne Charitable Trust; Keynsham Town Council; Leeds Building Society; Michael and Anna Wix Trust; People's Postcode Trust; Quartet Community Foundation; Merchant Venturers Society; National Lottery Community Fund; Sperring Charity; Tula Trust; W O Street Charitable Foundation; Warburtons Community Giving and Westfield Parish Council.

The Young Carers Service commissioned by Bath & North East Somerset Council Children's Services. Additional funds were gratefully received from Friends of Young Carers; Bath & North East Somerset Heritage Services; Bath Half Foundation; Carers Trust; Carriers for Causes; Ernest Cook Trust; Felicity Wilde Charitable Trust; Norie Trust; Paphitis Charitable Trust; Prince of Wales Charitable Trust; St John's Hospital Foundation; Susanna Peake Trust; The National Lottery Community Fund; Van Neste Foundation and Wilmcote Charitable Trust.

The Dementia Challenge Service commissioned by Bath & North East Somerset Clinical Commissioning Group subcontracted by Virgin Care to run the Home from Hospital support for carers and the people with dementia they are caring for.

The Parent Carer Facilitator Service commissioned by Bath & North East Somerset Council Children's Services.

THE SERVICES AND ACTIVITIES PROVIDED WITHIN THESE WERE:

The Carers Support Service provided 3,823 registered carers access to information, advice and support, wellbeing activities and peer support. 619 carers accessed our Support Line on at least one occasion and a further 491 accessed one of our other one-to-one support services. There were 1,161 break places available and 615 attendances at our Carer Cafes. 27,000 copies of Caretime magazines were distributed, in addition the magazine was available as an e-version.

The Young Carers Service provided 506 registered young carers access to support to improve their health and wellbeing. 1085 activity places were provided to 247 young carers.

The Dementia Challenge Service identified and supported 186 carers in the local acute hospital.

A Parent Carer Facilitator supported parent carers to continue running the Bath Parent Carers' Voice which has been developed to ensure parent carers are involved in decisions made by Children's Services which affect their disabled children.

The Carers' Wellbeing Centre: The Carers' Centre has been working on a roof appeal to ensure there is funding for the roof to be maintained. Work to convert the garden lodge into a wellbeing space has also been completed, as has refurbishment of the Young Carers' room in to a welcoming lounge space, something young carers identified that they wanted.

Staffing and volunteers

We would like to thank all the staff who have made all of this possible:

Andy Graham, Carla Senior, Carmen Cooper, Caroline Teasdale, Claire Abrahams, Clive Brooks, Dave Ford, David Trumper, Emma Tucker, Gill Evans, Grace Moorton, Janine Woodward-Grant, Jon Cole, Jo Grobler, Kate Young, Laura Burton, Laura Perry, Leanna Wall, Lindsay Clay, Lorraine Frapwell, Maxine Denham, Ruth Sexton, Sarah Dixon, Sonia Hutchison, Sue Bricknell, Tom Fox and Rose Dearing.

We would also like to thank the 100 volunteers who have given up their time and energy to support our work.

Bath & North East Somerset
Carers' Centre

Report of the Trustees
for the Year Ended 31 March 2020

KEY FINANCIAL PERFORMANCE INDICATORS

The Trustees have set themselves the following financial goals:

Key Performance Indicator

Maintain an appropriate level of free reserves based on the annual stress test.
Pay off social investment loan to secure building as an asset.
Be financially sustainable.

Performance

Free reserves reached the appropriate level during the financial year. Going forward - ensure level maintained.

Paid back fourth year of 10 year loan.
Deliver a surplus year on year.

FUNDRAISING ACTIVITIES/INCOME GENERATION

Our services were mainly provided through contracts with Virgin Care & Bath & North East Somerset Council amounting to £508,683 (2019:£508,140). We also received £273,238 (2019: £313,300) from the other funding sources.

Our total income from all sources was £863,976 (2019: £894,167).

Our total expenditure (excluding unrealised losses on investments) on all projects amounted to £755,179 (2019: £825,761).

BANKING AND INVESTMENTS

Our cash funds are automatically moved between CAF Bank Current and Gold accounts to ensure there is always a minimum of £3,000 in the current account and to maximise the interest earned on the funding we receive. Reserves are kept in a mix of high interest accounts with a maximum of 100 day notice, allowing access to our reserves with minimal loss of interest. Trustees review investments periodically to ensure they maximise the financial gains possible.

Bank interest rates remained low throughout the year and are expected to stay at a low level in 2020/21.

PRINCIPAL FUNDING

The Carers' Centre thank our funders:

We have had a contract with Bath & North East Somerset Council and Bath & North East Somerset Clinical Commissioning Group through a sub contract with Virgin Care for adult carers, and through Bath & North East Somerset Council for parent carers and young carers. We have also received support from St John's Foundation through a social investment loan to purchase the Bath Carers' Wellbeing Centre.

We have received funds from a variety of charitable trusts and foundations that we have recognised on page four.

In addition, thank you to our community fundraisers and, last but not least, a huge thank you to all the individuals who donated or fundraised on our behalf.

RESERVES POLICY

As at the balance sheet date the free reserves held by the Charity (the unrestricted, undesignated funds not committed or invested in fixed assets, or long term liabilities used to finance them were in surplus to the amount of £120,993 (2019: £90,184).

Every year the Trustees examine the requirement for an appropriate level of reserves and review the designated funds, their purpose and amounts in each. This is done in the context of the main risks faced by the organisation; the cuts facing social care and health and the commissioning intentions which affect any plans for future growth. One of the risks already identified is the dependency on statutory funding to achieve our charitable objectives. Although this has been partially addressed in the short term by obtaining funding for other projects we still remain vulnerable in the longer term to changes in statutory services' priorities. Based on the latest review, the Trustees believe that the current level of free reserves required is at least £116,000.

As a result of the positive financial outcome for the 2020 accounting period and for the first time in a number of years, the Carers' Centre free reserves held now meets (and exceeds) the Trustees assessed minimum requirement.

GOING CONCERN

The impact of COVID-19 has led the Trustees to re-evaluate likely income targets for the following year. Although income is expected to fall, the Trustees believe that costs can be managed accordingly to offset a potential income reduction. As a consequence, the Trustees have a reasonable expectation that the Carers' Centre has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

Bath & North East Somerset
Carers' Centre

Report of the Trustees
for the Year Ended 31 March 2020

FUTURE DEVELOPMENTS

We are investing in digital technology to ensure we can better achieve our goals of keeping carers well, connected and in control, and creating a carer friendly community. In particular, the COVID-19 pandemic has required us to develop new virtual support services for carers. Many of these will continue and become part of a mixed programme of online and offline activity in the year ahead.

The Carers' Centre is also planning to continue developing our premises to improve the accessibility and space for carers.

STRUCTURE, GOVERNANCE AND MANAGEMENT

CONSTITUTION

The organisation is a charitable company limited by guarantee, incorporated on 10 December 1996 and registered as a charity on 10 January 1997 as the successor organisation to Wansdyke Volunteer Bureau. The Company is established under a Memorandum of Association which sets out the objects and powers of the Charitable Company and governed under the Articles of Association. In the event of the Company being wound up Members are required to contribute an amount not exceeding £10. The total number of guarantors as of the 31 March 2020 was 22.

METHOD OF APPOINTMENT OR ELECTION OF TRUSTEES

The Directors of the Company are also Charity Trustees for the purposes of charity law. New Trustees can be co-opted subject to reappointment at the next AGM. One third of Trustees retire on rotation at each AGM according to how long they have been in office but can be re-elected if vacancies still exist. The Board seeks to ensure that the needs of carers are represented and reflected in the Trustee body. There are four people with personal caring experience on the Board.

POLICIES ADOPTED FOR THE INDUCTION AND TRAINING OF TRUSTEES

Initial advertisements are publicised when the need for new Trustees arises. Prospective Trustees are then sent information about the responsibilities of charity Trustees and a profile of the Carers' Centre. They return a completed application, with accompanying CV. They attend an informal discussion with the Chair and Chief Executive and are invited to attend Board meetings as observers. A formal interview then takes place with the Chair and one other Trustee. If there is agreement from Trustees for them to continue they are co-opted until the next AGM at which the Members vote for their reappointment. Trustees are provided with an induction pack and made familiar with the guidelines provided by the Charity Commission. In addition, staff members provide verbal and written reports about services and developments and Trustees are invited to attend any of the activities provided by the Carers' Centre. There is joint working with staff on the Finance Sub Group, Personnel, Policies and Procedures Sub Group and the Service Provision Sub Group. The Carers' Centre continually seeks to improve the induction process and provide better access to ongoing training and development so that Trustees are enabled and empowered to carry out their role.

PAY POLICY FOR SENIOR STAFF

The Trustees have set pay levels across the organisation based on roles. The CEO pay grade is level 1 and the Senior Manager pay grade is level 2. The Senior Management Team must have a Level 5 Qualification or above, appropriate experience or relevant experience or willingness to gain a relevant qualification. The Trustees review all pay annually, taking into account the size and income of the Carers' Centre. For further information, contact the Carers' Centre.

ORGANISATIONAL STRUCTURE AND DECISION MAKING

At the date of this report there are eight Trustees from a variety of backgrounds. Five full Board meetings were held last year including the AGM. Each Sub Group met quarterly and the Board had an away day in January to agree a plan and timetable for a review of our strategy and to prepare for Trusted Charity accreditation.

Day-to-day responsibility for service provision rested with the Carers' Centre Chief Executive, the Senior Services Manager and the Senior Development Managers. The Chief Executive had overall responsibility for ensuring high quality services were delivered, performance targets were met, supervision and training of staff and volunteers and the management of the premises. Over the year there were twenty three part-time staff, five full-time staff and one hundred active volunteers.

Volunteers continue to provide practical help through befriending, counselling, transport, breaks, and administrative support.

Bath & North East Somerset
Carers' Centre

Report of the Trustees
for the Year Ended 31 March 2020

RELATED PARTY RELATIONSHIPS

In so far as it is complementary to the Charity's objects, the Charity was guided by both local and national policy. The National Strategy for Carers 2008 provided a framework for developing support services for carers across the country. Government legislation including the Care Act 2014, the Children and Families Act 2014 and the (Equal Opportunities) Act of 2004 provided the legal framework and guidance on Carers Rights which the Carers' Centre seeks to implement with local statutory and voluntary sector partners. The Carers' Centre has led on the development of a new multi-agency strategy for young carers for 2020 and facilitated carers' participation in the development of the local authority's strategy for carers.

RISK MANAGEMENT

The Board implements a continual process of organisational risk assessment. The risk register is reviewed regularly by the Senior Management team and presented quarterly to the Board. Where new risks are identified actions are put in place to try to mitigate the risks as far as possible. The 2018-24 Strategic Plan has been written with input from carers, staff, Trustees and volunteers. Through the Plan known risks have been addressed. These include the need to ensure projects are well funded, planned, managed and monitored to continue to develop our good reputation and that our future funding is secured. Financial procedures are monitored by the Finance Sub Group and internal control risks are minimised by the implementation of these procedures for authorisation of all transactions and projects. This is assured by an annual internal audit. Procedures are also in place to ensure compliance with health and safety of staff, volunteers, clients and visitors to the Carers' Centre premises or in relation to the Carers' Centre activities.

MEMBERS' LIABILITY

Members of the Charity guarantee to contribute an amount not exceeding £10 to the assets of the Charity in the event of winding up. The total number of such guarantees as at 31 March 2020 was 22. The Trustees have no beneficial interest in the Charity.

Report of the Trustees, incorporating a strategic report, approved by order of the Board of Trustees, as the Company directors, on 3 September 2020 and signed on the Board's behalf by:



A J Harries - Trustee

Bath & North East Somerset
Carers' Centre

Reference and Administrative Details
for the Year Ended 31 March 2020

Registered Company number

03289938 (England and Wales)

Registered Charity number

1060080

Registered office

The Carers Centre
The Woodlands
Lower Bristol Road
BATH
Somerset
BA2 9ES

Trustees

C Bone
A J Harries - Chair
B J Hulme
K Littlewood (appointed 28.11.19)
P J R Richards (appointed 28.11.19)
P C Smith
J Theed
G C J Westwood Treasurer from 28.11.19
R A Appleyard (resigned 25.7.19)
M G Harvey - Treasurer until 28.11.19 (resigned 28.11.19)

Independent Examiner

MHA Monahans
Chartered Accountants
Fortescue House
Court Street
Trowbridge
Wiltshire
BA14 8FA

Patron

Edward Bayntun-Coward

Bankers

CAF Bank
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

Independent Examiner's Report to the Trustees of
Bath & North East Somerset
Carers' Centre

Independent examiner's report to the Trustees of Bath & North East Somerset Carers' Centre ('the Company')

I report to the Charity Trustees on my examination of the accounts of the Charity for the year ended 31 March 2020.

Responsibilities and basis of report

As the Charity's Trustees of the Charity (and also its Directors for the purposes of Company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your Charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since your Charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of FCA DChA which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Charity as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



James Gare
FCA DChA
MHA Monahans
Chartered Accountants
Fortescue House
Court Street
Trowbridge
Wiltshire
BA14 8FA

Date: 24 September 2020

Bath & North East Somerset
Carers' Centre

Statement of Financial Activities
(Incorporating an Income and Expenditure Account)
for the Year Ended 31 March 2020

	Notes	Unrestricted funds £	Restricted funds £	2020 Total funds £	2019 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	63,931	-	63,931	45,765
Charitable activities	5				
Wellbeing		119,363	138,290	257,653	369,184
Connection		101,426	41,503	142,929	112,590
Control		201,852	8,754	210,606	191,509
Friendly		75,694	95,039	170,733	148,157
Other trading activities	3	15,512	-	15,512	24,617
Investment income	4	<u>2,612</u>	<u>-</u>	<u>2,612</u>	<u>2,345</u>
Total		580,390	283,586	863,976	894,167
EXPENDITURE ON					
Raising funds	6	25,382	-	25,382	17,286
Charitable activities	7				
Wellbeing		100,870	126,523	227,393	331,917
Connection		91,174	48,512	139,686	110,564
Control		234,177	5,755	239,932	225,720
Friendly		83,921	38,865	122,786	135,386
Governance costs		-	-	-	4,888
Total		535,524	219,655	755,179	825,761
Net (losses)/gains on investments		<u>(4,894)</u>	<u>-</u>	<u>(4,894)</u>	<u>151</u>
NET INCOME		39,972	63,931	103,903	68,557
Transfers between funds	21	<u>8,909</u>	<u>(8,909)</u>	<u>-</u>	<u>-</u>
Net movement in funds		48,881	55,022	103,903	68,557
RECONCILIATION OF FUNDS					
Total funds brought forward		322,939	90,434	413,373	344,816
TOTAL FUNDS CARRIED FORWARD		<u>371,820</u>	<u>145,456</u>	<u>517,276</u>	<u>413,373</u>

The notes form part of these financial statements

**Bath & North East Somerset
Carers' Centre (Registered number: 03289938)**

**Balance Sheet
31 March 2020**

	Notes	2020 £	2019 £
FIXED ASSETS			
Tangible assets	14	405,947	418,109
Investments	15	<u>81,484</u>	<u>86,378</u>
		487,431	504,487
CURRENT ASSETS			
Debtors	16	33,440	66,720
Cash at bank and in hand		<u>279,408</u>	<u>124,779</u>
		312,848	191,499
CREDITORS			
Amounts falling due within one year	17	<u>(127,883)</u>	<u>(97,259)</u>
NET CURRENT ASSETS		<u>184,965</u>	<u>94,240</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		672,396	598,727
CREDITORS			
Amounts falling due after more than one year	18	<u>(155,120)</u>	<u>(185,354)</u>
NET ASSETS		<u>517,276</u>	<u>413,373</u>
FUNDS	21		
Unrestricted funds		371,820	322,939
Restricted funds		<u>145,456</u>	<u>90,434</u>
TOTAL FUNDS		<u>517,276</u>	<u>413,373</u>

The Charitable Company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2020.

The Members have not required the Charity to obtain an audit of its financial statements for the year ended 31 March 2020 in accordance with Section 476 of the Companies Act 2006.

The Trustees acknowledge their responsibilities for

- (a) ensuring that the Charitable Company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the Charitable Company as at the end of each financial year and of its surplus or deficit for each 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 Charitable Company.

The financial statements were approved by the Board of Trustees and authorised for issue on 3 September 2020 and were signed on its behalf by:



A J Harries - Trustee



G C J Westwood - Trustee

The notes form part of these financial statements

Bath & North East Somerset
Carers' Centre

Cash Flow Statement
for the Year Ended 31 March 2020

	Notes	2020 £	2019 £
Cash flows from operating activities			
Cash generated from operations	1	<u>192,102</u>	<u>59,612</u>
Net cash provided by operating activities		<u>192,102</u>	<u>59,612</u>
Cash flows from investing activities			
Purchase of tangible fixed assets		(1,803)	(7,894)
Interest received		358	140
Dividends received		<u>2,254</u>	<u>2,205</u>
Net cash provided by/(used in) investing activities		<u>809</u>	<u>(5,549)</u>
Cash flows from financing activities			
Loan interest paid in the year		(8,048)	(9,185)
Capital repayments in year		<u>(30,234)</u>	<u>(27,913)</u>
Net cash used in financing activities		<u>(38,282)</u>	<u>(37,098)</u>
Change in cash and cash equivalents in the reporting period		<u>154,629</u>	<u>16,965</u>
Cash and cash equivalents at the beginning of the reporting period		<u>124,779</u>	<u>107,814</u>
Cash and cash equivalents at the end of the reporting period		<u><u>279,408</u></u>	<u><u>124,779</u></u>

The notes form part of these financial statements

Bath & North East Somerset
Carers' Centre

Notes to the Cash Flow Statement
for the Year Ended 31 March 2020

1. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2020 £	2019 £
Net income for the reporting period (as per the Statement of Financial Activities)	103,903	68,557
Adjustments for:		
Depreciation charges	13,965	14,426
Losses/(gain) on investments	4,894	(151)
Interest received	(358)	(140)
Dividends received	(2,254)	(2,205)
Finance costs	8,048	9,185
Decrease/(increase) in debtors	33,280	(28,633)
Increase/(decrease) in creditors	<u>30,624</u>	<u>(1,427)</u>
Net cash provided by operations	<u><u>192,102</u></u>	<u><u>59,612</u></u>

2. ANALYSIS OF CHANGES IN NET (DEBT)/FUNDS

	At 1.4.19 £	Cash flow £	At 31.3.20 £
Net cash			
Cash at bank and in hand	<u>124,779</u>	<u>154,629</u>	<u>279,408</u>
	<u>124,779</u>	<u>154,629</u>	<u>279,408</u>
Debt			
Debts falling due within 1 year	(29,050)	(1,183)	(30,233)
Debts falling due after 1 year	<u>(185,354)</u>	<u>30,234</u>	<u>(155,120)</u>
	<u>(214,404)</u>	<u>29,051</u>	<u>(185,353)</u>
Total	<u><u>(89,625)</u></u>	<u><u>183,680</u></u>	<u><u>94,055</u></u>

Bath & North East Somerset
Carers' Centre

Notes to the Financial Statements
for the Year Ended 31 March 2020

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the Charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

Bath & North East Somerset Carers' Centre meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

Preparation of consolidated financial statements

The financial statements contain information about Bath & North East Somerset Carers' Centre as an individual Charity and do not contain consolidated financial information as the parent of a group. The Charity is exempt under Section 399(2A) of the Companies Act 2006 from the requirements to prepare consolidated financial statements.

Income

All income is recognised in the Statement of Financial Activities once the Charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Donated services or facilities are recognised when the Charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the Charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the Charity which is the amount the Charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the Charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities. Support costs are those costs incurred directly in support of expenditure on the objects of the Charity and include project management carried out. Governance costs are those incurred in connection with administration of the Charity and compliance with constitutional and statutory requirements.

Costs of generating funds are costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.

Charitable activities and Governance costs are costs incurred on the Charity's operations, including support costs and costs relating to the governance of the Charity apportioned to charitable activities.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

All assets costing more than £250 are capitalised.

Bath & North East Somerset
Carers' Centre

Notes to the Financial Statements - continued
for the Year Ended 31 March 2020

1. ACCOUNTING POLICIES - continued

Tangible fixed assets

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of Financial Activities incorporating income and expenditure account.

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Freehold property	- 50 years straight line
Motor vehicles	- 4 years straight line
Office equipment	- 25% reducing balance
Woodland garden equipment	- 25% reducing balance

Taxation

The Charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the Trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the Charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Financial instruments

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

Pension costs

The Charity operates a defined contribution pension scheme. Contributions payable to the Charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

The Charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Charity to the fund in respect of the year.

2. DONATIONS AND LEGACIES

	2020	2019
	£	£
Donations	16,392	33,148
Gift aid	302	957
Grants	34,460	-
Donated services and facilities	<u>12,777</u>	<u>11,660</u>
	<u>63,931</u>	<u>45,765</u>

The donated services of £12,777 (2019: £8,490) relates to carers' expenses. In 2019 the Charity also benefited from £150 of fundraising expenses, £2,800 of other staff costs and £220 of meeting costs.

Bath & North East Somerset
Carers' Centre

Notes to the Financial Statements - continued
for the Year Ended 31 March 2020

2. DONATIONS AND LEGACIES - continued

Grants received, included in the above, are as follows:

	2020 £	2019 £
Bath University	4,260	-
The Beatrice Laing Trust	5,000	-
Garfield Weston Foundation	25,000	-
Tidmarsh Trust	200	-
	<u>34,460</u>	<u>-</u>

3. OTHER TRADING ACTIVITIES

	2020 £	2019 £
Rental Income	4,800	9,692
Room Hire	4,091	6,579
Administrative Recharges	465	6,021
Project Administration Fees	<u>6,156</u>	<u>2,325</u>
	<u>15,512</u>	<u>24,617</u>

4. INVESTMENT INCOME

	2020 £	2019 £
Shares in group undertakings	2,254	2,205
Deposit account interest	<u>358</u>	<u>140</u>
	<u>2,612</u>	<u>2,345</u>

5. INCOME FROM CHARITABLE ACTIVITIES

	Wellbeing £	Connection £	Control £
BANES Local Authority: contracts	126,157	100,926	205,906
Grants	<u>131,496</u>	<u>42,003</u>	<u>4,700</u>
	<u>257,653</u>	<u>142,929</u>	<u>210,606</u>
		2020 Total	2019 Total
	Friendly £	activities £	activities £
BANES Local Authority: contracts	75,694	508,683	508,140
Grants	<u>95,039</u>	<u>273,238</u>	<u>313,300</u>
	<u>170,733</u>	<u>781,921</u>	<u>821,440</u>

Grants received, included in the above, are as follows:

	2020 £	2019 £
Albert Hunt Trust	5,000	-
Bath and West Community Energy Fund	-	5,000
Bath University	-	5,200
Boshier Hinton Foundation	500	-
Bruce Wake Charitable Trust	1,500	-
Carers Trust	7,750	-
Children In Need	-	1,926
Comic Relief	<u>2,008</u>	<u>18,079</u>
Carried forward	16,758	30,205

Bath & North East Somerset
Carers' Centre

Notes to the Financial Statements - continued
for the Year Ended 31 March 2020

5. INCOME FROM CHARITABLE ACTIVITIES - continued

	2020	2019
	£	£
Brought forward	16,758	30,205
Comic Relief Futures Lab	-	40,000
Community Wellness	1,800	-
The Co-op Foundation	-	9,995
The D'Oyly Carte Charitable Trust	-	1,000
Elise Pilkington Charitable Trust	-	2,500
Ernest Cook Trust	-	3,230
Felicity Wilde Trust	2,500	-
Friends of Young Carers	14,733	33,373
Grants for Carers	1,700	-
Groundwork	1,000	-
Healthwatch	1,950	1,950
Leeds Building Society	800	-
The National Lottery: Awards for All	9,995	10,000
The National Lottery: Reaching Communities Fund	55,682	110,270
The National Lottery: Building Connections Fund	34,048	20,303
The National Lottery: Digital Fund	83,331	-
The Norie Trust	2,000	-
The Northwick Trust	-	5,000
People's Postcode Trust	-	16,729
Percy Bilton Trust	-	3,564
The Prince's Trust	1,910	-
The Society of Merchant Venturers	5,000	-
Souter Charitable Trust	-	1,000
The Sperring Charity	1,000	-
St Johns / Bath Philharmonia	5,770	-
Susanna Peake Charitable Trust	5,000	-
TSB Community Foundation	-	3,000
Tula Trust	2,000	-
Quartet Community Foundation	8,000	12,337
Van Neste Foundation	5,000	-
Westfield Town Council	1,000	1,000
The Wo Street Charitable Foundation	2,605	-
World Heritage Fund	1,100	-
WG Edwards Charitable Trust	-	2,044
Other grants	8,556	5,800
	<u>273,238</u>	<u>313,300</u>

6. RAISING FUNDS

Raising donations and legacies

	2020	2019
	£	£
Staff costs	23,754	14,917
Fundraising Expenses	<u>1,628</u>	<u>2,369</u>
	<u>25,382</u>	<u>17,286</u>

Bath & North East Somerset
Carers' Centre

Notes to the Financial Statements - continued
for the Year Ended 31 March 2020

7. CHARITABLE ACTIVITIES COSTS

	Direct Costs (see note 8) £	Support costs (see note 9) £	Totals £
Wellbeing	192,195	35,198	227,393
Connection	111,527	28,159	139,686
Control	183,356	56,576	239,932
Friendly	101,928	20,858	122,786
	<u>589,006</u>	<u>140,791</u>	<u>729,797</u>

8. DIRECT COSTS OF CHARITABLE ACTIVITIES

	2020 £	2019 £
Staff costs	479,222	522,082
Promotional Expenses	25,982	-
Other Staff Costs	-	9,717
Payroll Administration	-	549
Travel and Subsistence	1,611	2,192
Carers Expenses	80,300	100,288
Volunteer Expenses	1,891	2,040
	<u>589,006</u>	<u>636,868</u>

9. SUPPORT COSTS

	Management £	Governance costs £	Totals £
Wellbeing	33,868	1,330	35,198
Connection	27,095	1,064	28,159
Control	54,188	2,388	56,576
Friendly	20,319	539	20,858
	<u>135,470</u>	<u>5,321</u>	<u>140,791</u>

Support costs, included in the above, are as follows:

	Wellbeing £	Connection £	Control £
Premises Costs	2,440	1,953	3,905
Rent and Rates	4,388	3,511	7,021
Postage and stationery	4,216	3,373	6,746
Promotional Expenses	4,007	3,205	6,410
Computer Costs	1,860	1,488	2,976
Bank Charges and Interest	2,028	1,622	3,245
Telephone	2,136	1,709	3,417
Other support costs	9,301	7,441	14,882
Depreciation of tangible and heritage assets	3,492	2,793	5,586
Independent Examination	885	708	1,416
Trustee expenses	12	10	19
Trustee meeting costs	433	346	953
	<u>35,198</u>	<u>28,159</u>	<u>56,576</u>

Bath & North East Somerset
Carers' Centre

Notes to the Financial Statements - continued
for the Year Ended 31 March 2020

9. SUPPORT COSTS - continued

	Friendly £	2020 Total activities £	2019 Total activities £
Premises Costs	1,464	9,762	30,099
Rent and Rates	2,633	17,553	17,393
Postage and stationery	2,529	16,864	26,509
Promotional Expenses	2,404	16,026	21,586
Computer Costs	1,117	7,441	10,506
Bank Charges and Interest	1,217	8,112	9,265
Telephone	1,281	8,543	7,692
Other support costs	5,580	37,204	29,243
Depreciation of tangible and heritage assets	2,094	13,965	14,426
Independent Examination	532	3,541	2,823
Trustee expenses	7	48	55
Trustee meeting costs	-	1,732	2,010
	<u>20,858</u>	<u>140,791</u>	<u>171,607</u>

10. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2020 £	2019 £
Depreciation - owned assets	13,965	14,426
Independent examination	3,541	2,823
Pension costs	<u>21,212</u>	<u>21,671</u>

11. TRUSTEES' REMUNERATION AND BENEFITS

There were no Trustees' remuneration or other benefits for the year ended 31 March 2020 nor for the year ended 31 March 2019.

Trustees' expenses

An amount of £48 Trustees' expenses was paid, in relation to governance meetings costs, for the year ended 31 March 2020. An amount of £55 was paid for the year ended 31 March 2019.

12. STAFF COSTS

	2020 £	2019 £
Wages and salaries	463,552	485,763
Social security costs	18,212	29,565
Other pension costs	<u>21,212</u>	<u>21,671</u>
	<u>502,976</u>	<u>536,999</u>

The average monthly number of employees during the year was as follows:

	2020	2019
Including casual and part-time staff	<u>16</u>	<u>21</u>

No employee received remuneration amounting to more than £60,000 in either year.

The key management personnel of the Charity comprise the Chief Executive Officer, the Deputy Chief Executive Officer, the Senior Services Manager and the Senior Development Manager. The total employee benefits of the key management personnel of the Charity were £118,237 (2019:£96,645).

Bath & North East Somerset
Carers' Centre

Notes to the Financial Statements - continued
for the Year Ended 31 March 2020

13. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	45,765	-	45,765
Charitable activities			
Wellbeing	209,868	159,316	369,184
Connection	72,558	40,032	112,590
Control	188,209	3,300	191,509
Friendly	90,078	58,079	148,157
Other trading activities	24,617	-	24,617
Investment income	<u>2,345</u>	<u>-</u>	<u>2,345</u>
Total	633,440	260,727	894,167
EXPENDITURE ON			
Raising funds	17,286	-	17,286
Charitable activities			
Wellbeing	155,061	176,856	331,917
Connection	85,318	25,246	110,564
Control	222,420	3,300	225,720
Friendly	106,098	29,288	135,386
Governance costs	<u>4,888</u>	<u>-</u>	<u>4,888</u>
Total	591,071	234,690	825,761
Net gains on investments	<u>151</u>	<u>-</u>	<u>151</u>
NET INCOME	42,520	26,037	68,557
RECONCILIATION OF FUNDS			
Total funds brought forward	280,419	64,397	344,816
TOTAL FUNDS CARRIED FORWARD	<u><u>322,939</u></u>	<u><u>90,434</u></u>	<u><u>413,373</u></u>

Bath & North East Somerset
Carers' Centre

Notes to the Financial Statements - continued
for the Year Ended 31 March 2020

14. TANGIBLE FIXED ASSETS

	Freehold property £	Office equipment £	Woodlands garden equipment £	Totals £
COST				
At 1 April 2019	433,396	64,380	7,902	505,678
Additions	-	1,803	-	1,803
At 31 March 2020	<u>433,396</u>	<u>66,183</u>	<u>7,902</u>	<u>507,481</u>
DEPRECIATION				
At 1 April 2019	34,672	48,272	4,625	87,569
Charge for year	8,668	4,538	759	13,965
At 31 March 2020	<u>43,340</u>	<u>52,810</u>	<u>5,384</u>	<u>101,534</u>
NET BOOK VALUE				
At 31 March 2020	<u>390,056</u>	<u>13,373</u>	<u>2,518</u>	<u>405,947</u>
At 31 March 2019	<u>398,724</u>	<u>16,108</u>	<u>3,277</u>	<u>418,109</u>

15. FIXED ASSET INVESTMENTS

	Shares in group undertakings £	Listed investments £	Totals £
MARKET VALUE			
At 1 April 2019	17,223	69,155	86,378
Revaluations	-	(4,894)	(4,894)
At 31 March 2020	<u>17,223</u>	<u>64,261</u>	<u>81,484</u>
NET BOOK VALUE			
At 31 March 2020	<u>17,223</u>	<u>64,261</u>	<u>81,484</u>
At 31 March 2019	<u>17,223</u>	<u>69,155</u>	<u>86,378</u>

There were no investment assets outside the UK.

Listed investments are represented by M&G Charibond and M&G Charifund and are valued at the market value at the balance sheet date. Gains and losses on investments are taken to the Statement of Financial Activities.

The shares in group undertakings represents a 100% share holding in Bath Carers Enterprises Ltd. The aggregate of the share capital and reserves at 31 March 2020 was in deficit by £581 and the loss for the year was £75.

Although the share capital and reserves are less than the current valuation in the accounts, the Trustees do not consider that there is a need to impair the asset on the basis that there are third parties interested in buying the company at a value at least as high as the carrying value. There is a possibility that this position may change after the balance sheet date and that the valuation may need to be adjusted in future periods.

Bath & North East Somerset
Carers' Centre

Notes to the Financial Statements - continued
for the Year Ended 31 March 2020

16. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020	2019
	£	£
Trade debtors	10,858	7,233
Amounts owed by group undertakings	4,782	3,107
Prepayments and accrued income	17,800	56,380
	<u>33,440</u>	<u>66,720</u>

17. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020	2019
	£	£
Other loans (see note 19)	30,233	29,050
Trade creditors	14,300	40,152
Social security and other taxes	72,001	10,559
Other creditors	651	4,966
Accruals and deferred income	10,698	12,532
	<u>127,883</u>	<u>97,259</u>

18. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	2020	2019
	£	£
Other loans (see note 19)	<u>155,120</u>	<u>185,354</u>

19. LOANS

An analysis of the maturity of loans is given below:

	2020	2019
	£	£
Amounts falling due within one year on demand:		
Other loans	<u>30,233</u>	<u>29,050</u>
Amounts falling between one and two years:		
Other loans - 1-2 years	<u>31,466</u>	<u>30,233</u>
Amounts falling due between two and five years:		
Other loans - 2-5 years	<u>102,300</u>	<u>98,296</u>
Amounts falling due in more than five years:		
Other loans – more than 5 years	<u>21,354</u>	<u>56,825</u>

The above loan facility was provided in 2015, in relation to the purchase of the property known as Woodlands. The 10 year loan is repayable by way of instalments and will be repaid by 31 October 2025. Interest is fixed at 4% for three years from the draw-down date, thereafter reverting to a Consumer Price Index linked interest rate at the option of the lender. To date the lender has not exercised this adjustment.

In relation to the above loan, a first legal charge is registered over the freehold of the property Woodlands, Lower Bristol Road, Bath.

Bath & North East Somerset
Carers' Centre

Notes to the Financial Statements - continued
for the Year Ended 31 March 2020

20. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds £	Restricted funds £	2020 Total funds £	2019 Total funds £
Fixed assets	405,947	-	405,947	418,109
Investments	64,261	17,223	81,484	86,378
Current assets	184,615	128,233	312,848	191,499
Current liabilities	(127,883)	-	(127,883)	(97,259)
Long term liabilities	(155,120)	-	(155,120)	(185,354)
	<u>371,820</u>	<u>145,456</u>	<u>517,276</u>	<u>413,373</u>

21. MOVEMENT IN FUNDS

	At 1.4.19 £	Net movement in funds £	Transfers between funds £	At 31.3.20 £
Unrestricted funds				
General fund	320,127	40,131	(239,265)	120,993
Woodlands garden equipment	2,812	(159)	(2,653)	-
Fixed asset fund	-	-	250,827	250,827
	<u>322,939</u>	<u>39,972</u>	<u>8,909</u>	<u>371,820</u>
Restricted funds				
Albert Hunt Trust	10,000	1,000	(1,000)	10,000
Beatrice Lang Foundation Trust	-	5,000	-	5,000
Bruce Wake Charitable Trust	-	1,500	-	1,500
Carers Trust - My Mental Health	-	2,328	-	2,328
Carriers for Causes	-	114	-	114
Comic Relief	-	445	(445)	-
Comic Relief - Futures Lab	28,791	(28,791)	-	-
Community Wellness 2020	-	1,800	-	1,800
Ernest Cook Trust	3,230	(3,230)	-	-
Healthwatch	1,950	(1,177)	(773)	-
Leeds Building Society	-	800	-	800
Percy Bilton Trust	421	(421)	-	-
People's Postcode Trust	14,786	(13,672)	(1,114)	-
Quartet - Anderson Fund	-	300	(300)	-
Quartet Community Wellness Fund	745	(655)	(90)	-
Quartet - Covid	-	3,000	-	3,000
St Johns Bath Phil	-	5,770	-	5,770
The Society of Merchant Venturers	-	1,000	-	1,000
The National Lottery Awards for All	2,444	(2,304)	(140)	-
The National Lottery Awards for All 2020	-	9,995	-	9,995
The National Lottery Building Connections	-	4,095	(3,095)	1,000
The National Lottery Digital Fund	-	83,331	-	83,331
The National Lottery Reaching Communities	10,845	(10,845)	-	-
Triangle Trust 1949 Fund	17,222	-	-	17,222
W O Street Charitable Foundation	-	1,850	(1,850)	-
Westfield Parish Council	-	102	(102)	-
World Heritage	-	1,100	-	1,100
YC Donation	-	1,496	-	1,496
	<u>90,434</u>	<u>63,931</u>	<u>(8,909)</u>	<u>145,456</u>
TOTAL FUNDS	<u>413,373</u>	<u>103,903</u>	<u>-</u>	<u>517,276</u>

Bath & North East Somerset
Carers' Centre

Notes to the Financial Statements - continued
for the Year Ended 31 March 2020

21. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	580,390	(535,365)	(4,894)	40,131
Woodlands garden equipment	-	(159)	-	(159)
	580,390	(535,524)	(4,894)	39,972
Restricted funds				
Albert Hunt Trust	5,000	(4,000)	-	1,000
Alchemy Foundation	750	(750)	-	-
Arter Foundation	500	(500)	-	-
Baker Charitable Trust	500	(500)	-	-
Bath Half Fund	500	(500)	-	-
Beatrice Lang Foundation Trust	5,000	-	-	5,000
Boshier-Hinton Foundation	500	(500)	-	-
Bruce Wake Charitable Trust	1,500	-	-	1,500
Carers Trust MORI	1,000	(1,000)	-	-
Carers Trust - My Mental Health	6,750	(4,422)	-	2,328
Carriers for Causes	1,000	(886)	-	114
Comic Relief	2,008	(1,563)	-	445
Comic Relief - Futures Lab	-	(28,791)	-	(28,791)
Community Wellness 2020	1,800	-	-	1,800
Ernest Cook Trust	-	(3,230)	-	(3,230)
Felicity Wilde Charitable Trust	2,500	(2,500)	-	-
Friends of Young Carers	14,733	(14,733)	-	-
Grants for Carers	1,700	(1,700)	-	-
Healthwatch	1,950	(3,127)	-	(1,177)
Jules Thorn Charitable Foundation	750	(750)	-	-
Keynsham Town Council	250	(250)	-	-
Leeds Building Society	800	-	-	800
Michael and Anna Wix Charitable Trust	100	(100)	-	-
Norie Trust	2,000	(2,000)	-	-
Other Restricted Grants and Donations	3,000	(3,000)	-	-
Paphitis Charitable Trust	250	(250)	-	-
PCAH	4,054	(4,054)	-	-
Percy Bilton Trust	-	(421)	-	(421)
People's Postcode Trust	-	(13,672)	-	(13,672)
Prince of Wales Charitable Trust	1,910	(1,910)	-	-
Quartet - Anderson Fund	5,000	(4,700)	-	300
Quartet Community Wellness Fund	-	(655)	-	(655)
Quartet - Covid	3,000	-	-	3,000
St Johns Bath Phil	5,770	-	-	5,770
Susanna Peake Trust	5,000	(5,000)	-	-
The Society of Merchant Venturers	5,000	(4,000)	-	1,000
The National Lottery Awards for All	-	(2,304)	-	(2,304)
The National Lottery Awards for All 2020	9,995	-	-	9,995
The National Lottery Building Connections	34,048	(29,953)	-	4,095
The National Lottery Digital Fund	83,331	-	-	83,331
The National Lottery Reaching Communities	55,682	(66,527)	-	(10,845)
The Sperring Charity	1,000	(1,000)	-	-
Tula Trust	2,000	(2,000)	-	-
Van Neste Foundation	5,000	(5,000)	-	-
W O Street Charitable Foundation	2,605	(755)	-	1,850
Warburtons Community Giving	250	(250)	-	-
Westfield Parish Council	1,000	(898)	-	102
Wilmcote Charitable Trust	500	(500)	-	-
World Heritage	1,100	-	-	1,100
YC Donation	2,500	(1,004)	-	1,496
	283,586	(219,655)	-	63,931

Bath & North East Somerset
Carers' Centre

Notes to the Financial Statements - continued
for the Year Ended 31 March 2020

21.	MOVEMENT IN FUNDS - continued			
	TOTAL FUNDS	<u>863,976</u>	<u>(755,179)</u>	<u>(4,894)</u>
				<u>103,903</u>

Comparatives for movement in funds

	At 1.4.18 £	Net movement in funds £	At 31.3.19 £
Unrestricted funds			
General fund	277,437	42,690	320,127
Woodlands garden equipment	<u>2,982</u>	<u>(170)</u>	<u>2,812</u>
	280,419	42,520	322,939
Restricted funds			
Albert Hunt Trust	11,500	(1,500)	10,000
Comic Relief - Futures Lab	-	28,791	28,791
Ernest Cook Trust	-	3,230	3,230
Healthwatch	-	1,950	1,950
Lloyds Bank Foundation	26,685	(26,685)	-
Percy Bilton Trust	-	421	421
People's Postcode Trust	-	14,786	14,786
Quartet Community Wellness Fund	-	745	745
The National Lottery Awards for All	-	2,444	2,444
The National Lottery Celebrate	1,555	(1,555)	-
The National Lottery Reaching			
Communities	7,435	3,410	10,845
Triangle Trust 1949 Fund	<u>17,222</u>	<u>-</u>	<u>17,222</u>
	<u>64,397</u>	<u>26,037</u>	<u>90,434</u>
TOTAL FUNDS	<u>344,816</u>	<u>68,557</u>	<u>413,373</u>

Bath & North East Somerset
Carers' Centre

Notes to the Financial Statements - continued
for the Year Ended 31 March 2020

21. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	633,440	(590,901)	151	42,690
Woodlands garden equipment	-	(170)	-	(170)
	633,440	(591,071)	151	42,520
Restricted funds				
Albert Hunt Trust	-	(1,500)	-	(1,500)
Bath & West Community Energy Fund	5,000	(5,000)	-	-
Children in Need	1,926	(1,926)	-	-
Comic Relief	18,079	(18,079)	-	-
Comic Relief - Futures Lab	40,000	(11,209)	-	28,791
Co-op Foundation	9,995	(9,995)	-	-
Ernest Cook Trust	3,230	-	-	3,230
Healthwatch	1,950	-	-	1,950
Lloyds Bank Foundation	-	(26,685)	-	(26,685)
Other Restricted Grants and Donations	2,800	(2,800)	-	-
Percy Bilton Trust	3,564	(3,143)	-	421
People's Postcode Trust	16,729	(1,943)	-	14,786
Quartet Community Wellness Fund	10,837	(10,092)	-	745
The National Lottery Awards for All	10,000	(7,556)	-	2,444
The National Lottery Building Connections	20,303	(20,303)	-	-
The National Lottery Celebrate	-	(1,555)	-	(1,555)
The National Lottery Reaching Communities	110,270	(106,860)	-	3,410
TSB Community Foundation	3,000	(3,000)	-	-
Westfield Town Council	1,000	(1,000)	-	-
WG Edwards Charitable Trust	2,044	(2,044)	-	-
	260,727	(234,690)	-	26,037
TOTAL FUNDS	894,167	(825,761)	151	68,557

Bath & North East Somerset
Carers' Centre

Notes to the Financial Statements - continued
for the Year Ended 31 March 2020

21. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.18 £	Net movement in funds £	Transfers between funds £	At 31.3.20 £
Unrestricted funds				
General fund	277,437	82,821	(239,265)	120,993
Woodlands garden equipment	2,982	(329)	(2,653)	-
Fixed asset fund	-	-	250,827	250,827
	280,419	82,492	8,909	371,820
Restricted funds				
Albert Hunt Trust	11,500	(500)	(1,000)	10,000
Beatrice Lang Foundation Trust	-	5,000	-	5,000
Bruce Wake Charitable Trust	-	1,500	-	1,500
Carers Trust - My Mental Health	-	2,328	-	2,328
Carriers for Causes	-	114	-	114
Comic Relief	-	445	(445)	-
Community Wellness 2020	-	1,800	-	1,800
Healthwatch	-	773	(773)	-
Leeds Building Society	-	800	-	800
Lloyds Bank Foundation	26,685	(26,685)	-	-
People's Postcode Trust	-	1,114	(1,114)	-
Quartet - Anderson Fund	-	300	(300)	-
Quartet Community Wellness Fund	-	90	(90)	-
Quartet - Covid	-	3,000	-	3,000
St Johns Bath Phil	-	5,770	-	5,770
The Society of Merchant Venturers	-	1,000	-	1,000
The National Lottery Awards for All	-	140	(140)	-
The National Lottery Awards for All 2020	-	9,995	-	9,995
The National Lottery Building Connections	-	4,095	(3,095)	1,000
The National Lottery Celebrate	1,555	(1,555)	-	-
The National Lottery Digital Fund	-	83,331	-	83,331
The National Lottery Reaching Communities	7,435	(7,435)	-	-
Triangle Trust 1949 Fund	17,222	-	-	17,222
W O Street Charitable Foundation	-	1,850	(1,850)	-
Westfield Parish Council	-	102	(102)	-
World Heritage	-	1,100	-	1,100
YC Donation	-	1,496	-	1,496
	64,397	89,968	(8,909)	145,456
TOTAL FUNDS	344,816	172,460	-	517,276

Bath & North East Somerset
Carers' Centre

Notes to the Financial Statements - continued
for the Year Ended 31 March 2020

21. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	1,213,830	(1,126,266)	(4,743)	82,821
Woodlands garden equipment	-	(329)	-	(329)
	1,213,830	(1,126,595)	(4,743)	82,492
Restricted funds				
Albert Hunt Trust	5,000	(5,500)	-	(500)
Alchemy Foundation	750	(750)	-	-
Arter Foundation	500	(500)	-	-
Baker Charitable Trust	500	(500)	-	-
Bath & West Community Energy Fund	5,000	(5,000)	-	-
Bath Half Fund	500	(500)	-	-
Beatrice Lang Foundation Trust	5,000	-	-	5,000
Boshier-Hinton Foundation	500	(500)	-	-
Bruce Wake Charitable Trust	1,500	-	-	1,500
Carers Trust MORI	1,000	(1,000)	-	-
Carers Trust - My Mental Health	6,750	(4,422)	-	2,328
Carriers for Causes	1,000	(886)	-	114
Children in Need	1,926	(1,926)	-	-
Comic Relief	20,087	(19,642)	-	445
Comic Relief - Futures Lab	40,000	(40,000)	-	-
Community Wellness 2020	1,800	-	-	1,800
Co-op Foundation	9,995	(9,995)	-	-
Ernest Cook Trust	3,230	(3,230)	-	-
Felicity Wilde Charitable Trust	2,500	(2,500)	-	-
Friends of Young Carers	14,733	(14,733)	-	-
Grants for Carers	1,700	(1,700)	-	-
Healthwatch	3,900	(3,127)	-	773
Jules Thorn Charitable Foundation	750	(750)	-	-
Keynsham Town Council	250	(250)	-	-
Leeds Building Society	800	-	-	800
Lloyds Bank Foundation	-	(26,685)	-	(26,685)
Michael and Anna Wix Charitable Trust	100	(100)	-	-
Norie Trust	2,000	(2,000)	-	-
Other Restricted Grants and Donations	5,800	(5,800)	-	-
Paphitis Charitable Trust	250	(250)	-	-
PCAH	4,054	(4,054)	-	-
Percy Bilton Trust	3,564	(3,564)	-	-
People's Postcode Trust	16,729	(15,615)	-	1,114
Prince of Wales Charitable Trust	1,910	(1,910)	-	-
Quartet - Anderson Fund	5,000	(4,700)	-	300
Quartet Community Wellness Fund	10,837	(10,747)	-	90
Quartet - Covid	3,000	-	-	3,000
St Johns Bath Phil	5,770	-	-	5,770
Susanna Peake Trust	5,000	(5,000)	-	-
The Society of Merchant Venturers	5,000	(4,000)	-	1,000
The National Lottery Awards for All	10,000	(9,860)	-	140
The National Lottery Awards for All 2020	9,995	-	-	9,995
The National Lottery Building Connections	54,351	(50,256)	-	4,095
The National Lottery Celebrate	-	(1,555)	-	(1,555)
The National Lottery Digital Fund	83,331	-	-	83,331
The National Lottery Reaching Communities	165,952	(173,387)	-	(7,435)
The Sperring Charity	1,000	(1,000)	-	-
TSB Community Foundation	3,000	(3,000)	-	-
Tula Trust	2,000	(2,000)	-	-
Van Neste Foundation	5,000	(5,000)	-	-
W O Street Charitable Foundation	2,605	(755)	-	1,850
Warburtons Community Giving	250	(250)	-	-

Bath & North East Somerset
Carers' Centre

Notes to the Financial Statements - continued
for the Year Ended 31 March 2020

21. MOVEMENT IN FUNDS - continued				
Westfield Parish Council	1,000	(898)	-	102
Westfield Town Council	1,000	(1,000)	-	-
WG Edwards Charitable Trust	2,044	(2,044)	-	-
Wilmcote Charitable Trust	500	(500)	-	-
World Heritage	1,100	-	-	1,100
YC Donation	2,500	(1,004)	-	1,496
	<u>544,313</u>	<u>(454,345)</u>	<u>-</u>	<u>89,968</u>
TOTAL FUNDS	<u>1,758,143</u>	<u>(1,580,940)</u>	<u>(4,743)</u>	<u>172,460</u>

Designated funds:

Woodlands garden equipment: During the 2016 financial year the Charity received funding from Awards For All and the People's Postcode Trust. Some of this money was spent on a cabin and equipment for the garden at the Charity's premises in Bath, known as the Woodlands property. As the ongoing use of these assets has not been restricted by the funders the Trustees have to date treated the net book value of these assets as a designated fund. The expenditure from this fund reflected the annual depreciation of these assets. In 2019/20 the Trustees made the decision to reclassify the fund balance as unrestricted funds as there was no value in accounting for it in this way.

Fixed asset fund: The Charity has set up a new designated reserve to represent the value of its functional fixed assets, less any long term loans to finance them.

Restricted funds:

Restricted funds were for the following purposes:

Albert Hunt Trust: towards the cost of adult carer breaks.

Alchemy Foundation: towards the cost of adult carer breaks.

Arter Foundation: towards the cost of adult carer breaks.

Baker Charitable Trust: towards costs of dementia cafés.

Bath & West Community Energy Fund: Towards secondary glazing at Bath Carers' Centre.

Bath Half Fund: towards costs of young carer tobogganing trip.

Beatrice Laing Foundation Trust: towards the costs of roof maintenance at Bath Carers' Centre.

Boshier-Hinton Foundation: towards the costs of Family Days for carers & their families.

Bruce Wake Charitable Trust: towards the costs of Two's Company and Family Time breaks for disabled people and their carers.

Carers Trust MORI: towards the costs of carer participation activities.

Carers Trust - My Mental Health: towards the costs of young carer participation activities and mental health support.

Carriers for Causes: towards the costs of a young carer break to the theatre.

Comic Relief: towards the costs of carer participation activities.

Comic Relief - Futures Lab: towards the costs of delivering a mixed media project to support the sustainability of the organisation.

Community Wellness: funding from Quartet towards the cost of adult carer breaks.

Ernest Cook Trust: towards the costs of bushcraft activities for young carers.

Felicity Wilde Charitable Trust: towards the costs of young carer breaks.

Bath & North East Somerset
Carers' Centre

Notes to the Financial Statements - continued
for the Year Ended 31 March 2020

21. MOVEMENT IN FUNDS - continued

Friends of Young Carers : Towards activities for young carers.

Healthwatch: towards the costs of carer participation activities.

Jules Thorn Charitable Foundation: towards the cost of adult carer breaks.

Keynsham Town Council: towards the cost of Keynsham Carer Café.

Leeds Building Society: towards the cost of new tables for Bath Carers' Centre.

Michael and Anna Wix Charitable Trust: towards the costs of carer café's.

Norie Trust: towards the cost of young carer activities.

Paphitis Charitable Trust: towards the cost of young carer activities.

People's Postcode Trust: towards the costs of carer cafés.

Prince of Wales Charitable Trust: towards the cost of young carer Arts Award programme.

Quartet - Anderson Fund: towards the cost of adult carer breaks.

St Johns Bath Phil: funds from St John's Hospital Foundation towards the cost of young carer Bath Philharmonia project.

Susanna Peake Trust: towards the cost of young carer activities.

The Merchant Venturers Society: towards the costs of dementia cafés & digital support.

The National Lottery Awards for All: towards the costs of young carer emotional support, and young & adult carer breaks.

The National Lottery Awards for All 2020: towards the costs of young carer emotional support, and young & adult carer breaks.

The National Lottery Building Connections: towards the costs of carer café's & digital support.

The National Lottery Digital Fund: to improve the support of carers across B&NES, developing a platform of digital services, products and new content.

The National Lottery Reaching Communities: towards the costs of carer wellbeing services.

The Sperring Charity: towards the costs of carer counselling in Radstock.

Tula Trust: towards the cost of adult carer breaks.

Van Neste Foundation: towards the cost of adult carer breaks.

W O Street Charitable Foundation: towards the costs of running dementia cafés in B&NES.

Warburtons Community Giving: towards the cost of adult carer breaks.

Westfield Parish Council: towards the cost of running Westfield Carer Café.

Westfield Town Council: Towards a carer café in Westfield.

WG Edwards Charitable Trust: Towards dementia cafés & activities.

Wilmcote Charitable Trust: towards the cost of young carer activities.

World Heritage: Towards the cost of transport for young carers.

Bath & North East Somerset
Carers' Centre

Notes to the Financial Statements - continued
for the Year Ended 31 March 2020

21. MOVEMENT IN FUNDS - continued

YC Donation: Towards equipment and activities for young carers.

22. OTHER FINANCIAL COMMITMENTS

The Charity operates a defined contributions pension scheme. The assets of the scheme are held separately from those of the Charity in an independently administered fund. The pension cost charge represents contributions payable by the Charity to the fund and amounted to £21,212 (2019: £21,671). £651 (2019: £4,966) of contributions were payable to the fund at the balance sheet date and were included in creditors accordingly.

23. RELATED PARTY DISCLOSURES

During the year the Charity paid Chris Woodward £3,430 (2019: £1,090) for design work. Chris Woodward is the brother of the Deputy Chief Executive Officer.

24. AMOUNTS HELD IN TRUST

At the year end the Charity held in trust an amount of £108,779 (2019: £34,028) for a resident and stakeholder group known as 'Radstock and Westfield Big Local Partnership'. The Partnership is funded by The National Lottery Fund Big Local programme and is supported by Local Trust.

The Charity has no authority over the expenditure of this amount. Instead, it is spent as and when requested by the Partnership. As a result the cash, income and expenditure has been excluded from these accounts. Income of £135,743 and expenditure of £60,992 passed through the account during the year.

Bath & North East Somerset
Carers' Centre

Detailed Statement of Financial Activities
for the Year Ended 31 March 2020

	31.3.20 £	31.3.19 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	16,392	33,148
Gift aid	302	957
Grants	34,460	-
Donated services and facilities	<u>12,777</u>	<u>11,660</u>
	63,931	45,765
Other trading activities		
Rental Income	4,800	9,692
Room Hire	4,091	6,579
Administrative Recharges	465	6,021
Project Administration Fees	<u>6,156</u>	<u>2,325</u>
	15,512	24,617
Investment income		
Shares in group undertakings	2,254	2,205
Deposit account interest	<u>358</u>	<u>140</u>
	2,612	2,345
Charitable activities		
BANES Local Authority: contracts	508,683	508,140
Grants	<u>273,238</u>	<u>313,300</u>
	<u>781,921</u>	<u>821,440</u>
Total incoming resources	863,976	894,167
EXPENDITURE		
Raising donations and legacies		
Wages	23,754	14,917
Fundraising Expenses	<u>1,628</u>	<u>2,369</u>
	25,382	17,286
Charitable activities		
Wages	439,798	470,846
Social security	18,212	29,565
Pensions	21,212	21,671
Promotional Expenses	25,982	-
Other Staff Costs	-	9,717
Payroll Administration	-	549
Travel and Subsistence	1,611	2,192
Carers Expenses	80,300	100,288
Volunteer Expenses	<u>1,891</u>	<u>2,040</u>
	589,006	636,868
Support costs		
Management		
Premises Costs	9,762	30,099
Carried forward	9,762	30,099

This page does not form part of the statutory financial statements

Bath & North East Somerset
Carers' Centre

Detailed Statement of Financial Activities
for the Year Ended 31 March 2020

	31.3.20 £	31.3.19 £
Management		
Brought forward	9,762	30,099
Rent and Rates	17,553	17,393
Postage and stationery	16,864	26,509
Promotional Expenses	16,026	21,586
Computer Costs	7,441	10,506
Bank Charges and Interest	8,112	9,265
Telephone	8,543	7,692
Other staff costs	10,813	1,876
Irrecoverable VAT gains/losses	5,788	7,777
Utilities	5,620	5,678
Office Expenses	-	4,424
Subscriptions and Publications	3,916	3,216
Irrecoverable Debt Expense	50	200
Professional Fees	5,863	1,547
Payroll Administration	145	-
Insurance	5,009	4,525
Depreciation	<u>13,965</u>	<u>14,426</u>
	135,470	166,719
Governance costs		
Independent Examination	3,541	2,823
Trustee expenses	48	55
Trustee meeting costs	<u>1,732</u>	<u>2,010</u>
	5,321	4,888
Total resources expended	<u>755,179</u>	<u>825,761</u>
Net income before gains and losses	108,797	68,406
Unrealised recognised gains and losses		
Unrealised (losses)/gains on investments	<u>(4,894)</u>	<u>151</u>
Net income	<u><u>103,903</u></u>	<u><u>68,557</u></u>