

Charity Registration Number: 1128910

Company Registration Number: 06746629

CARERS TOGETHER FOUNDATION

(A Company Limited by Guarantee)

REPORTS AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2020

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REPORTS AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020

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CARERS TOGETHER FOUNDATION
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DIRECTORS'/TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2020

The directors/trustees have pleasure in presenting their report and the unaudited financial statements of the charitable company ('the charity') for the year ended 31 March 2020.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 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 published in October 2019.

LEGAL AND ADMINISTRATIVE INFORMATION

Registered Charity Name:	Carers Together Foundation
Charity Registration Number:	1128910
Company Registration Number:	06746629
Governing Document:	Memorandum and Articles of Association
Registered Office:	Innovation Centre Vienna Court Kirkleatham Business Park Redcar TS10 5SH
Directors/Trustees:	Ms. C. Cousins Mr. W. Mogg Mrs. S. Richardson Dr. R. Parkin Mrs. S. Sheperia Ms. J. Jarvis (Died 28.5.20) Mrs. D. Masterman Mrs. S. Renvoize Mrs. V. Ononeze
Company Secretary:	Mrs. J. Bracknall (retired 31.1.20) Mr. L. O'Brien (appointed 1.2.20)
Chief Executive:	Mrs. J. Bracknall (retired 31.1.20) Mr. L. O'Brien (appointed 1.2.20)
Independent Examiner:	Mr. J. Lester FCA Baines Jewitt Limited Chartered Accountants Barrington House 41-45 Yarm Lane Stockton-on-Tees TS18 3EA
Bankers:	HSBC Bank plc 2 West Dyke Road Redcar TS10 1EA
Solicitors:	Bond Dickinson Camden House Prince's Wharf Teesdale Stockton-on-Tees TS17 6QY

CARERS TOGETHER FOUNDATION
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DIRECTORS'/TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2020

OBJECTIVES AND ACTIVITIES

Carers Together's vision is 'A better future for carers' and we work to achieve this by informing, supporting and representing carers living in Redcar and Cleveland, Middlesbrough and the surrounding area. We have a Board of eight trustees, who are also directors (one of whom is a carer) and a team of paid staff and volunteers.

Our aims are:

- to provide information and support to carers so that they are able to make informed choices about their lives;
- to promote the health and wellbeing of carers;
- to represent the views of carers and to positively influence policies and services, so that individuals and agencies understand, value and recognise carers and their caring roles.

The objects of the charity over the year were to promote any charitable purpose for the benefit of the elderly, sick or people with a disability living or located within the borough of Redcar and Cleveland or such other area as the trustees may from time to time decide, and in particular the relief of need and hardship, by providing support, advice and information to those responsible for their care to improve the quality of their lives.

The trustees have complied with their duty to have due regard to public benefit in exercising their powers and in ensuring the delivery of Carers Together's services.

ACHIEVEMENTS AND PERFORMANCE

In 2019/2020, Carers Together continued to increase the range and quality of the information and support services we provide for carers, as well as the number of opportunities for carers to influence the delivery and development of services that affect them and the people they care for.

Carers who have been supported by our services have reported an improvement in their health and wellbeing, their finances, their relationships and social networks and they feel more informed and supported, as well as recognised and valued.

Over the past 12 months we:

- Recruited a new Chief Executive and Chief Operating Officer.
- Provided information and practical, emotional and social support to 3,499 carers, individually and in groups.
- Identified 961 new carers who are now registered with our organisation.
- Completed 497 Carers Assessments and Support Plans with carers across the South Tees area.
- Provided a Counselling service for 131 carers.
- Recruited, trained and supported eight new volunteers through our Volunteering and Engagement project; two volunteers went on to paid work.
- Facilitated seven carers group sessions, monthly, and one Dementia Activities group weekly in localities across South Tees. Total number of sessions including one-off trips and events over the year is 132.
- Delivered a Carers Information and Support Service in hospitals with funding from Redcar & Cleveland council and Middlesbrough council.
- Developed our work with Parent Carers and local Parent Carer Forums.
- Developed work with GP practices to identify and support carers across the South Tees area.
- Worked with other organisations in the Carers Strategic Partnership to identify and support 'hidden' carers in Middlesbrough.
- Continued to deliver a Welfare Rights Service, which has supported 1,039 carers to increase their household income by over £691,922.
- Delivered a service specifically for substance misuse carers in Redcar & Cleveland, in partnership with Addaction.
- Supported 'Friends of Carers Together', a group of carers and former carers, who have talked about carers and their needs at events and workshops and in training sessions for professionals.

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- Delivered carer awareness information and training sessions for carers, the public and health and social care professionals.
- Evaluated and improved our services in response to carers' feedback.

FINANCIAL REVIEW

The results for the year and financial position at the year end are shown in the annexed financial statements.

Reserves Policy

The trustees aim to expend all funds on their charitable objects but recognise the need to maintain a certain level of reserves as a cushion against possible future funding difficulties. Unrestricted cash reserves at a level of four months' expenditure across the unrestricted fund is considered sufficient to allow the charity to continue its operations whilst alternative funding sources are sought. This minimum level of unrestricted reserves was met at 31 March 2020.

PLANS FOR FUTURE PERIODS

Carers Together is committed to meeting its objects as defined in the Memorandum and Articles of Association.

During the coming year we will focus our activities on:

- Maintaining and expanding our range of good quality information and support services for carers across the South Tees area.
- Moving to new more appropriate office spaces in order to improve the accessibility for all stakeholders.
- Developing and updating our Business Continuity Plans to mitigate the effects of significant disruption to service delivery or financial stability. This could be due to an increase in Covid-19 restrictions or any other significant events.
- Identifying 'hidden' carers by raising awareness of carers' needs and of our services, with carers, professionals, employers and the public.
- Working in partnership with other organisations to improve outcomes for carers, at strategic and operational levels.
- Providing a range of carer engagement activities.
- Offering a variety of volunteering opportunities, with appropriate training and support.
- Developing the skills and expertise of Carers Together's staff and volunteers.
- Building capacity, knowledge and skills within the Board of Trustees.
- Maximising the use of our resources.
- Maintaining a culture of continuous improvement.
- Ensuring the future sustainability of our organisation.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

Carers Together Foundation is a company limited by guarantee incorporated on 11 November 2008, and a registered charity, governed by its constitution, which was adopted on 29 October 2002 and amended on 29 January 2003, 2 March 2009 and 26 March 2013.

In the event of the company being wound up, members are required to contribute an amount not exceeding £10.

Appointment of Trustees

Under the terms of the Memorandum and Articles of Association, one-third of the trustees are required to stand down each year, according to their length of service on the Board. New trustees are appointed by the Board.

Trustee Induction and Training

All trustees complete a programme of induction into the organisation, delivered by the Chair and the Chief Executive. This includes information about their roles and responsibilities and the organisation's policies and procedures. Trustees complete individual self-assessments and annual appraisals, which identify any training needs, and there is an annual bespoke training session for all trustees. In-house training is also provided at the end of Board meetings.

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DIRECTORS'/TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2020

Related Parties

Other than as disclosed in notes 7 and 19 to the financial statements, there were no reportable related party transactions during the year under review.

Pay Policy for Senior Staff

The board of directors are also the charity's trustees and, along with the Chief Executive, are the key management personnel responsible for directing and operating the charity on a day-to-day basis. All directors give their time and expertise freely and no director received remuneration in the year.

The pay of the senior staff is reviewed annually and is normally increased in accordance with pay settlements agreed nationally by the Joint Negotiating Committee, which endorses professional qualifications for Youth and Community workers and negotiates their employment conditions. The trustees also benchmark against pay levels in other voluntary sector organisations of a similar size operating in the North East region.

Risk Management

The trustees have conducted a review of the major risks to which the charity is exposed. External risks to funding can only be reduced by allowing for diversification of funding and activities. Internal risks are minimised by the implementation of procedures for authorisation of all transactions and projects and to ensure consistent quality of delivery for all operational aspects of the charity. These procedures are periodically reviewed to ensure that they still meet the needs of the charity.

STATEMENT OF DIRECTORS'/TRUSTEES' RESPONSIBILITIES

The trustees (who are also directors of Carers Together Foundation for the purposes 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for the year. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to assume that the charitable company will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose, with reasonable accuracy at any time, the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approval

This report was approved by the directors/trustees on 8 October 2020
and signed on their behalf by:



Mrs. S. Richardson
Director/Chair of Trustees

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF CARERS TOGETHER FOUNDATION

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2020 which are set out on pages 6 to 17.

Responsibilities and Basis of Report

As the charity trustees of the company (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 company 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 company'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 the company's gross income exceeded £250,000, your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales (ICAEW), 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 that in any material respect:

1. accounting records were not kept in respect of the company 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.


J. Lester FCA
Baines Jewitt Limited
Chartered Accountants
Barrington House
41-45 Yarm Lane
Stockton-on-Tees
TS18 3EA

Dated: 8/10/2020

JL/AJD

CARERS TOGETHER FOUNDATION
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STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2020
(including Summary Income and Expenditure Account)

	Notes	Unrestricted Funds		Restricted Funds		Total Funds	
		2020 £	2019 £	2020 £	2019 £	2020 £	2019 £
INCOME							
Donations and legacies	4(a)	3,172	5,767	-	-	3,172	5,767
Income from charitable activities	4(b)	-	-	644,964	777,197	644,964	777,197
Investment income	4(c)	12	537	-	-	12	537
Other income		1,565	1,305	-	-	1,565	1,305
TOTAL INCOME		4,749	7,609	644,964	777,197	649,713	784,806
EXPENDITURE							
Charitable Activities	5	12,668	16,607	594,563	793,571	607,231	810,178
TOTAL EXPENDITURE		12,668	16,607	594,563	793,571	607,231	810,178
Net income/(expenditure)	8	(7,919)	(8,998)	50,401	(16,374)	42,482	(25,372)
Transfers between Funds	13	11,401	(5,110)	(11,401)	5,110	-	-
Net Movement in Funds		3,482	(14,108)	39,000	(11,264)	42,482	(25,372)
Reconciliation of funds:							
Total funds brought forward	13	162,172	176,280	58,715	69,979	220,887	246,259
Total Funds Carried Forward	13&14	165,654	162,172	97,715	58,715	263,369	220,887

The Statement of Financial Activities includes all gains and losses recognised in the year.

All incoming resources and resources expended derive from continuing activities.

CARERS TOGETHER FOUNDATION
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BALANCE SHEET
AS AT 31 MARCH 2020

	Notes	£	2020 £	£	2019 £
FIXED ASSETS					
Tangible assets	9		17,639		29,329
CURRENT ASSETS					
Debtors	10	48,718		25,240	
Cash at bank and in hand		219,479		201,508	
		268,197		226,748	
CREDITORS: Amounts falling due within one year	11	(22,467)		(35,190)	
NET CURRENT ASSETS			245,730		191,558
NET ASSETS			263,369		220,887
REPRESENTED BY:					
FUNDS					
Unrestricted	13&14		165,654		162,172
Restricted	13&14		97,715		58,715
TOTAL FUNDS			263,369		220,887

The directors/trustees are satisfied that 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 charitable company 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 directors/trustees acknowledge their responsibilities for:

- (i) ensuring that the charitable company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006; and
- (ii) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of the financial year and of its profit or loss 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 are applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

These financial statements were approved by the directors/trustees on 8 October 2020 and signed on their behalf by:


 Mrs. S. Richardson
 Director/Chair of Trustees


 Mr. W. Mogg
 Director/Trustee

CARERS TOGETHER FOUNDATION
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STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2020

	Notes	2020 £	2019 £
Cash inflow/(outflow) from operating activities	20	<u>18,937</u>	<u>29,969</u>
Cash flow from investing activities:			
Interest receivable		12	537
Purchase of tangible fixed assets		<u>(978)</u>	<u>(591)</u>
Net cash inflow/(outflow) from investing activities		<u>(966)</u>	<u>(54)</u>
Increase/(decrease) in cash and cash equivalents in year		17,971	29,915
Cash and cash equivalents at the beginning of the year		<u>201,508</u>	<u>171,593</u>
Total cash and cash equivalents at the end of the year		<u>219,479</u>	<u>201,508</u>
Cash and cash equivalents consist of:			
Cash at bank and in hand		<u>219,479</u>	<u>201,508</u>

CARERS TOGETHER FOUNDATION
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NOTES TO THE UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020

1. CHARITY INFORMATION

The charity (registered number 1128910) is a public benefit entity incorporated in the UK on 11 November 2008 as a company limited by guarantee. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity. The address of the registered office is given in the charity information on page 1 of these financial statements. The nature of the charity's operation and principal activities is the provision of information and support to carers.

2. BASIS OF PREPARATION OF THE FINANCIAL STATEMENTS

Basis of Preparation and Assessment of Going Concern

The charity constitutes a public entity as defined by FRS 102. The financial statements have been prepared in accordance with 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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act, the Companies Act and UK Generally Accepted Accounting Practice.

The financial statements are prepared on a going concern basis under the historical cost convention. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest pound.

3. ACCOUNTING POLICIES

(a) Income Recognition

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income, after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

Grants and donations

- Where donors specify that grants and donations given to the charity must be used in future accounting periods, the income is deferred until those periods.
- Where donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred and not included in incoming resources until the pre-conditions for use have been met.

Contract performance income

This income is recognised when the performance conditions have been fully met or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Investment income

Investment income is included when receivable by the charity.

Donated services and facilities

Donated services and facilities are recognised in income at their fair value when the economic benefit is probable, it can be measured reliably and the charity has control over the item. Fair value is determined on the basis of the value of the gift to the charity (for example, the amount that the charity would be willing to pay in the open market for such facilities and services). A corresponding amount is included in expenditure. No amount is included in the financial statements for volunteer time in line with the SORP (FRS 102).

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NOTES TO THE UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020

3. ACCOUNTING POLICIES (Continued)

(b) Resources Expended

Resources expended are accounted for on an accruals basis, inclusive of attributable VAT which cannot be recovered.

Certain expenditure is directly attributable to specific activities and has been apportioned to the costs of those activities on a basis consistent with the use of resources.

(c) Termination Payments

Termination benefits are payable when employment is terminated before the normal retirement date, or whenever an employee accepts voluntary redundancy in exchange for these benefits. The charity recognises termination benefits when it is demonstrably committed to either (i) terminating the employment of current employees according to a detailed formal plan without possibility of withdrawal, or (ii) providing termination benefits as a result of an offer made to encourage voluntary redundancy.

(d) Tangible Fixed Assets

Tangible fixed assets are included at cost less depreciation.

(e) Depreciation

Tangible fixed assets are depreciated over their estimated useful lives as follows:

- | | |
|----------------------------------|---|
| Leasehold property | - straight line over the term of the lease with effect from 1 April 2011. Prior to 31 March 2011, depreciation was provided at a rate of 20% straight line. |
| Fixtures, fittings and equipment | - 20% per annum straight line |

(f) Fund Accounting

Funds held by the charity are either:

- **unrestricted funds** - these are funds which can be used in accordance with the objects of the charity at the discretion of the trustees. They may include designated funds which have been set aside by the trustees for particular purposes.
- **restricted funds** - these are funds which can only be used for particular restricted purposes within the objects of the charity; whether it be for the purchase or construction of a fixed asset or in respect of a specific project. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. Once the restrictions imposed by the provider of the grant/the donor have been observed, the fund is then transferred to unrestricted funds but designated where relating to a specific ongoing purpose.

(g) Pension Costs

Contributions, which are payable into a defined contribution occupational pension scheme, are charged to the Statement of Financial Activities in the period to which they relate.

(h) Operating Leases

Rentals applicable to operating leases, where substantially all of the benefits and risks of ownership remain with the lessor, are charged against revenue on a straight line basis over the period of the lease.

(i) Financial Instruments

The charity only has financial assets and 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. Any losses arising from impairment are recognised in expenditure.

CARERS TOGETHER FOUNDATION
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NOTES TO THE UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020

4(a) INCOME FROM DONATIONS AND LEGACIES

	Unrestricted Funds		Restricted Funds		Total Funds	
	2020	2019	2020	2019	2020	2019
	£	£	£	£	£	£
Donations	3,172	5,767	-	-	3,172	5,767

The charity benefits greatly from the involvement and enthusiastic support of its many volunteers. In accordance with accounting standards, the economic contribution of general volunteers is not measured in the accounts.

4(b) INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds		Restricted Funds		Total Funds	
	2020	2019	2020	2019	2020	2019
	£	£	£	£	£	£
Grant and Contract Performance Income:						
Redcar & Cleveland Borough Council:						
Breaks for Carers (Carers Individual Activity Fund)	-	-	-	43,318	-	43,318
Carers Information & Support Service	-	-	205,333	133,000	205,333	133,000
Carers Information & Support Service (Hospitals)	-	-	100,000	50,000	100,000	50,000
Carers Emergency Card Service	-	-	-	16,600	-	16,600
Dementia Adviser Service	-	-	-	61,000	-	61,000
Independent Parent Support Worker	-	-	-	3,472	-	3,472
Middlesbrough Borough Council:						
Benefits Advice for Carers	-	-	18,326	23,205	18,326	23,205
Carers Outreach Assessment and Support Service	-	-	173,000	173,000	173,000	173,000
Carers Information & Support Service (Hospitals)	-	-	-	50,000	-	50,000
Financial Inclusion Group	-	-	5,000	-	5,000	-
Addaction	-	-	49,620	45,802	49,620	45,802
Big Lottery Fund	-	-	65,997	64,797	65,997	64,797
Community Connect	-	-	20,688	41,376	20,688	41,376
Lloyds Bank Foundation	-	-	-	25,000	-	25,000
Middlesbrough Environment City	-	-	-	7,993	-	7,993
Redcar & Cleveland Parent Carer Forum	-	-	7,000	5,084	7,000	5,084
Suicide Prevention Grassroots Community Funding	-	-	-	3,550	-	3,550
The Henry Smith Charity	-	-	-	30,000	-	30,000
Total per Statement of Financial Activities	-	-	644,964	777,197	644,964	777,197

4(c) INVESTMENT INCOME

	Unrestricted Funds		Restricted Funds		Total Funds	
	2020	2019	2020	2019	2020	2019
	£	£	£	£	£	£
Bank interest receivable	12	537	-	-	12	537

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NOTES TO THE UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020

5. ANALYSIS OF EXPENDITURE ON CHARITABLE ACTIVITIES

	Unrestricted Funds		Restricted Funds		Total Funds	
	2020	2019	2020	2019	2020	2019
	£	£	£	£	£	£
Breaks for carers - grants	-	-	-	59,533	-	59,533
Carers activities and counselling	-	-	18,084	16,060	18,084	16,060
Salaries and national insurance	-	67	392,801	514,333	392,801	514,400
Pension costs	-	-	10,328	11,185	10,328	11,185
Recruitment expenses	-	-	434	1,848	434	1,848
Rent, rates and water	-	-	26,923	25,386	26,923	25,386
Insurance	-	33	4,608	6,173	4,608	6,206
Heat and light	-	-	2,152	1,975	2,152	1,975
Training	-	3	2,731	3,141	2,731	3,144
Room hire and catering	-	-	5,417	4,722	5,417	4,722
Travel	-	11	7,955	11,792	7,955	11,803
Printing and postage	-	61	6,319	14,096	6,319	14,157
Telephone	-	64	12,345	12,303	12,345	12,367
Stationery	-	19	3,059	3,953	3,059	3,972
Miscellaneous	-	-	304	160	304	160
Depreciation	11,401	14,599	-	-	11,401	14,599
Support costs - see note 6	1,267	1,732	97,623	102,114	98,890	103,846
Governance costs - see note 6	-	18	3,480	4,797	3,480	4,815
	<u>12,668</u>	<u>16,607</u>	<u>594,563</u>	<u>793,571</u>	<u>607,231</u>	<u>810,178</u>

6. ANALYSIS OF SUPPORT AND GOVERNANCE COSTS

	Basis of Apportionment	Support Costs		Governance Costs		Total Costs	
		2020	2019	2020	2019	2020	2019
		£	£	£	£	£	£
Salaries and national insurance	Staff role	60,772	59,929	-	-	60,772	59,929
Pension costs	Staff role	1,344	1,294	-	-	1,344	1,294
Recruitment expenses	Staff role	717	217	-	-	717	217
Rent, rates and water	Staff time	2,991	2,821	-	-	2,991	2,821
Insurance	Staff time	512	690	-	-	512	690
Heat and light	Staff time	239	219	-	-	239	219
Training	Direct	-	353	-	-	-	353
Printing and postage	Staff time	702	1,573	-	-	702	1,573
Telephone	Staff time	1,372	1,374	-	-	1,372	1,374
Stationery	Staff time	340	441	-	-	340	441
Equipment maintenance and promotional	Direct	10,618	6,432	-	-	10,618	6,432
Legal and professional	Direct	13,000	21,875	-	-	13,000	21,875
Repairs, Health & Safety	Direct	5,016	5,006	-	-	5,016	5,006
Depreciation	Staff time	1,267	1,622	-	-	1,267	1,622
Accountancy	Governance	-	-	2,880	3,420	2,880	3,420
Trustee training	Governance	-	-	-	600	-	600
Peer mentoring	Governance	-	-	600	795	600	795
		<u>98,890</u>	<u>103,846</u>	<u>3,480</u>	<u>4,815</u>	<u>102,370</u>	<u>108,661</u>

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7. STAFF COSTS AND REMUNERATION OF KEY MANAGEMENT PERSONNEL

	2020	2019
	£	£
Salaries and wages	433,400	525,450
Social security costs	20,173	36,556
Redundancy payments	-	12,323
Pension costs	11,672	12,479
	<u>465,245</u>	<u>586,808</u>

The total employment benefits, including employer pension contributions, of key management personnel were £54,311 (2019: £53,071).

No employee had employee benefits of £60,000 per annum or more (2019: none).

No remuneration was paid to trustees in the year. Two trustees were reimbursed £329.50 in respect of travel expenses (2019: three trustees reimbursed £375.02). No other expenses were reimbursed to trustees in the year.

The charity has indemnity insurance on behalf of the trustees. The cost of the premium included in these financial statements is £220.37 (2019: £229.37).

The average and full-time equivalent (FTE) number of employees during the year was as follows:

	2020 No.	2020 FTE	2019 No.	2019 FTE
Direct charitable work	15	11	24	13
Administrative	10	7	10	7
	<u>25</u>	<u>18</u>	<u>34</u>	<u>20</u>

8. NET INCOME/(EXPENDITURE) FOR THE YEAR

This is stated after charging:	2020	2019
	£	£
Depreciation of tangible fixed assets	12,668	16,221
Independent Examiner's fees:		
Accountancy services	1,650	1,650
Independent examination	990	990
Under-provision re previous year	240	180
VAT review	-	600

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9. TANGIBLE FIXED ASSETS

	Leasehold Property £	Fixtures, Fittings & Equipment £	Total £
COST			
At 1 April 2019	33,430	81,317	114,747
Additions	-	978	978
Disposals	-	-	-
	<u>33,430</u>	<u>82,295</u>	<u>115,725</u>
At 31 March 2020	<u>33,430</u>	<u>82,295</u>	<u>115,725</u>
DEPRECIATION			
At 1 April 2019	33,430	51,988	85,418
Charge for the year	-	12,668	12,668
Disposals	-	-	-
	<u>33,430</u>	<u>64,656</u>	<u>98,086</u>
At 31 March 2020	<u>33,430</u>	<u>64,656</u>	<u>98,086</u>
NET BOOK VALUE			
At 31 March 2019	<u>-</u>	<u>29,329</u>	<u>29,329</u>
At 31 March 2020	<u>-</u>	<u>17,639</u>	<u>17,639</u>

10. DEBTORS

Due within one year:	2020	2019
	£	£
Contract/grant income receivable	46,588	25,240
Prepayments and accrued income	2,130	-
	<u>48,718</u>	<u>25,240</u>

11. CREDITORS: Amounts falling due within one year

	2020	2019
	£	£
Trade creditors	9,166	18,209
Social security and other taxes	6,775	8,170
Accruals and deferred income	2,893	2,665
Funds under management	3,633	6,146
	<u>22,467</u>	<u>35,190</u>

12. OPERATING LEASE COMMITMENTS

The following operating lease payments are committed to be paid within one year:

	2020	2019
	£	£
On land and buildings leases expiring:		
Within one year	21,630	28,279
Within two to five years	18,594	-

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13. MOVEMENT IN FUNDS

	As at 1 April 2019 £	Income £	Expenditure £	Transfers £	As at 31 March 2020 £
Unrestricted Funds:					
General	162,172	4,749	12,668	11,401	165,654
Restricted Funds:					
Redcar & Cleveland Borough Council:					
Carers Information & Support	886	205,333	160,422	(5,700)	40,097
Carers Information & Support (Hospitals)	1,439	100,000	92,599	-	8,840
Carers Emergency Card Service	397	-	397	-	-
Dementia Adviser Service	4,873	-	4,873	-	-
Middlesbrough Borough Council:					
Benefits Advice for Carers	388	18,326	13,404	-	5,310
Carers Outreach Assessment & Support	1,432	173,000	130,240	(5,701)	38,491
Carers Information & Support (Hospitals)	465	-	465	-	-
Financial Inclusion Group	-	5,000	5,000	-	-
Addaction	677	49,620	45,320	-	4,977
Big Lottery Fund	3	65,997	66,000	-	-
Community Connect	2,342	20,688	23,030	-	-
Lloyds Bank Foundation	18,387	-	18,387	-	-
Middlesbrough Environment City	799	-	799	-	-
Redcar & Cleveland Parent Carer Forum	-	7,000	7,000	-	-
Suicide Prevention Grassroots Community					
Funding	3,550	-	3,550	-	-
The Henry Smith Charity	23,077	-	23,077	-	-
	<u>58,715</u>	<u>644,964</u>	<u>594,563</u>	<u>(11,401)</u>	<u>97,715</u>
	As at 1 April 2018 £	Income £	Expenditure £	Transfers £	As at 31 March 2019 £
Unrestricted Funds:					
General	176,280	7,609	16,607	(5,110)	162,172
Restricted Funds:					
Redcar & Cleveland Borough Council:					
Breaks for Carers (Carers Individual Activity Fund)	9,875	43,318	53,823	630	-
Carers Information & Support	-	133,000	132,114	-	886
Carers Information & Support (Hospitals)	2,095	50,000	50,656	-	1,439
Carers Emergency Card Service	-	16,600	16,203	-	397
Dementia Adviser Service	6,613	61,000	62,740	-	4,873
Independent Parent Support Worker	-	3,472	7,952	4,480	-
Middlesbrough Borough Council:					
Carers Outreach Assessment & Support	-	173,000	171,568	-	1,432
Benefits Advice for Carers	200	23,205	23,017	-	388
Carers Information & Support (Hospitals)	80	50,000	49,615	-	465
Lloyds Bank Foundation	18,750	25,000	25,363	-	18,387
The Henry Smith Charity	22,889	30,000	29,812	-	23,077
Community Connect	2,475	41,376	41,509	-	2,342
Big Lottery Fund	6,799	64,797	71,593	-	3
Addaction	203	45,802	45,328	-	677
Middlesbrough Environment City	-	7,993	7,194	-	799
Redcar & Cleveland Parent Carer Forum	-	5,084	5,084	-	-
Suicide Prevention Grassroots Community					
Funding	-	3,550	-	-	3,550
	<u>69,979</u>	<u>777,197</u>	<u>793,571</u>	<u>5,110</u>	<u>58,715</u>

Transfers between funds are as agreed by the Board.

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13. MOVEMENT IN FUNDS (Continued)

Restricted Funds

Redcar & Cleveland Borough Council:

Breaks for Carers (Carers Individual Activity Fund) - to give carers the opportunity to have a break. The fund is also used for organised activities.

Carers Information & Support - to support carers in the community across Redcar & Cleveland.

Carers Information & Support (Hospitals) - to provide a Carers Information and Support Service for South Tees carers in local hospitals.

Carers Emergency Card Service - to run a call-out scheme designed to provide assistance to Redcar & Cleveland carers, if they are unexpectedly unable to provide care for the person they look after.

Dementia Adviser Service - to provide information and support services to people affected by dementia, and their carers.

Independent Parent Support Worker - to support working with volunteers and parent carers with the Education Health Care Plan process.

Middlesbrough Borough Council:

Carers Outreach Assessment & Support Service - to support carers in the community across Middlesbrough.

Benefits Advice for Carers - to support people in a caring role who are in financial hardship.

Carers Information & Support (Hospitals) - to identify and support Middlesbrough carers through James Cook University Hospital.

Financial Inclusion Group - to provide welfare rights information and support to Middlesbrough carers.

Addaction - to provide information and support to substance misuse carers in Redcar & Cleveland.

Big Lottery Fund - to engage carers in their local communities.

Community Connect - to provide information and support to adults living in Middlesbrough, to help them to improve their health and wellbeing.

Lloyds Bank Foundation - to support carers in order to reduce the risk of financial hardship.

Middlesbrough Environment City - to provide information and support to carers in Middlesbrough in order to prevent fuel poverty.

Redcar & Cleveland Parent Carer Forum - to provide administrative support and grant management to the forum.

Suicide Prevention Grassroots Community Funding - to support male carers to improve their health and wellbeing.

The Henry Smith Charity - to provide support and information for adult carers in Redcar & Cleveland.

14. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Tangible Fixed Assets £	Net Current Assets £	Total £
Unrestricted funds	17,639	148,015	165,654
Restricted funds	-	97,715	97,715
Total Funds	17,639	245,730	263,369

15. FUNDS OF THE CHARITY

Unrestricted funds are those which the trustees are free to use in accordance with the charitable objects, although the trustees may decide to designate part of these funds for specific purposes.

Restricted funds are those which have been given for particular purposes and projects.

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16. TAXATION

HM Revenue & Customs have approved the charitable status of Carers Together Foundation and its income is therefore exempt from tax under Sections 505 and 506 of The Taxes Act 1988, provided that such income is applied for charitable purposes.

17. PENSION SCHEME

The charity operates a defined contribution pension scheme for its employees. The amount recognised as an expense in the period was £11,672 (2019: £12,479).

18. CONTROLLING PARTY

Throughout the year, the charity was under the control of the Board of Trustees.

19. RELATED PARTY TRANSACTIONS

During the year under review, Mrs. J. Bracknall was on the Management Committee of St. Mary's Centre, a premises which is rented by the charity at an annual cost of £16,279 (2019: £15,805).

Total unrestricted donations from related parties during the year under review amounted to £20 (2019: £40).

20. RECONCILIATION OF NET MOVEMENTS IN FUNDS TO CASH FLOW FROM OPERATING ACTIVITIES

	2020	2019
	£	£
Net movement in funds	42,482	(25,372)
Add: Depreciation charge	12,668	16,221
Less: Interest receivable	(12)	(537)
Decrease/(increase) in debtors	(23,478)	34,818
Increase/(decrease) in creditors	(12,723)	4,839
Cash Flow from Operating Activities	18,937	29,969

21. FINANCIAL INSTRUMENTS

The carrying amounts of the charity's financial instruments are as follows:

Financial Assets	2020	2019
	£	£
Debt instruments measured at amortised cost:		
- Contract/grant income receivable	46,588	25,240
Financial Liabilities		
Measured at amortised cost:		
- Trade creditors	9,166	18,209
- Social security and other taxes	6,775	8,170
- Accruals and deferred income	2,893	2,665
- Funds held under management	3,633	6,146

The income attributable to the charity's financial instruments is as follows:

Interest receivable:		
- Financial assets measured at amortised cost	12	537