



# Trustees' Annual Report for the period

|             |                   |             |              |           |                 |             |              |
|-------------|-------------------|-------------|--------------|-----------|-----------------|-------------|--------------|
| <b>From</b> | Period start date |             |              | <b>To</b> | Period end date |             |              |
|             | Day<br>1          | Month<br>04 | Year<br>2019 |           | Day<br>31       | Month<br>03 | Year<br>2020 |

## Section A Reference and administration details

**Charity name**

**Other names charity is known by**

**Registered charity number (if any)**

**Charity's principal address**

|                                      |
|--------------------------------------|
| 1 Bridge Chambers suite 6            |
| Care for Kids North Devon Barnstaple |
|                                      |
| <b>Postcode EX311HB</b>              |

### Names of the charity trustees who manage the charity

|    | Trustee name   | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|----|----------------|-----------------|-----------------------------------|---|
| 1  | Jacky Massos   | Treasurer       |                                   |   |
| 2  | Angelo Massos  |                 |                                   |   |
| 3  | Fran Greenaway | Chair           |                                   |   |
| 4  | Jenny Birch    |                 |                                   |   |
| 5  |                |                 |                                   |   |
| 6  |                |                 |                                   |   |
| 7  |                |                 |                                   |   |
| 8  |                |                 |                                   |   |
| 9  |                |                 |                                   |   |
| 10 |                |                 |                                   |   |
| 11 |                |                 |                                   |   |
| 12 |                |                 |                                   |   |
| 13 |                |                 |                                   |   |
| 14 |                |                 |                                   |   |
| 15 |                |                 |                                   |   |
| 16 |                |                 |                                   |   |
| 17 |                |                 |                                   |   |
| 18 |                |                 |                                   |   |
| 19 |                |                 |                                   |   |
| 20 |                |                 |                                   |   |

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

| Name | Dates acted if not for whole year |
|------|-----------------------------------|
|      |                                   |
|      |                                   |
|      |                                   |

### Names and addresses of advisers (Optional information)

| Type of adviser | Name            | Address                               |
|-----------------|-----------------|---------------------------------------|
| Accountant      | Thomas Westcott | 47 Boutport Street Barnstaple EX311SQ |
|                 |                 |                                       |
|                 |                 |                                       |
|                 |                 |                                       |

### Name of chief executive or names of senior staff members (Optional information)

|  |
|--|
|  |
|--|

## Section B Structure, governance and management

### Description of the charity's trusts

|  |                         |
|--|-------------------------|
| Type of governing document<br><small>(eg. trust deed, constitution)</small>        | Constitution            |
| How the charity is constituted<br><small>(eg. trust, association, company)</small> | Trust                   |
| Trustee selection methods<br><small>(eg. appointed by, elected by)</small>         | Elected Founder Members |

### Additional governance issues (Optional information)

- You **may choose** to include additional information, where relevant, about:
- policies and procedures adopted for the induction and training of trustees.
  - the charity's organisational structure and any wider network with which the charity works.
  - relationship with any related parties.
  - trustees' consideration of major risks and the system and procedures to manage them.

|  |  |
|--|--|
|  |  |
|--|--|

## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

|   |
|---|
| <p>To provide financial assistance for families within the jurisdiction of the primary sites of the North Devon District Hospital who have a child diagnosed with a life-threatening illness. To provide the "extras", over and above medical and primary care items, for the Caroline Thorpe Children's Ward of the North Devon District Hospital. To support the needs of hospitalised children in North Devon.</p> |
|---|

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

Provide a financial grant of £800 per family when a child is first diagnosed with a life-threatening illness, if awarding a grant is determined to be charitable. Provide a second financial grant to further assist a family if still experiencing financial hardship after 6 weeks from diagnosis, subject to further financial assistance being deemed to be charitable. Provide a 3rd grant payment in exception circumstances. Provide play equipment and comfort/environment-enhancing furnishings for the Children's Ward of the North Devon District Hospital. Provide Car Parking permits for families staying on Children's Ward for a length of time. Provide guidance and information on respite care, other charities and the available state benefits that may assist a family with on-going financial and domestic concerns, when a child has entered a lengthy treatment programme away from home.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grant making.
- policy programme related investment.
- contribution made by volunteers.

Grant-making must be determined as charitable; the Charity's Grant Application form must be completed and signed or authorised by a representative of the family, the family's medical Consultant and a member of the Nursing team. Encourage investment by supporters from the community e.g., local businesses with a Charity-giving policy. To ensure future funding of the Charity is assisted by targeting other Charitable funds for support e.g., Awards for All, Rotary clubs, the extensive contribution made by volunteers to support events run by the Charity and to instigate events to fundraise on behalf of the Charity is recognised by the Trustees of the Charity. A Communication Officer is appointed to support each fundraising initiative. A publicity programme has been introduced to promote events and the aims of the Charity, to create greater awareness and ultimately, support.

**Summary of the main achievements of the charity during the year**

Charity Income obtained through: Sponsorship for 10k Run, Ride London 100 sponsorship Donations & Bequests Great North Run places –sponsorship and Mince Pie Mingle Campaign. Grants from local authorities and Morrison's Foundation.

Expenditure included money for: Enhancement for Caroline Thorpe Ward Payments to Families Hospital Car Parking Permits Main achievements included: Supporting 14 families with a child diagnosed with a life-threatening illness. 6 second payments. 2 exceptional circumstance grants. Supported the Caroline Thorpe Ward completing Digital Artwork for the Playroom. Consumables were also purchased like DVD portable players,

## Section E Financial review

**Brief statement of the charity's policy on reserves**

To always have a reserve of £10,000 to ensure that if funds dry up the charity is in a position to meet all of its financial commitments.

**Details of any funds materially in deficit**

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The Charity's principal source of funding is donations. We have also received grants towards our Hospital projects, enabling the funding of family grants and hospital projects.

## Section F Other optional information

## Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

|  |            |        |
|--|------------|--------|
| <b>Signature(s)</b>                        | Jacky      | Massos |
| <b>Full name(s)</b>                        | Jacky      | Massos |
| <b>Position (eg Secretary, Chair, etc)</b> | Treasurer  |        |
| <b>Date</b>                                | 15/12/2020 |        |

**CARE FOR KIDS NORTH DEVON**

**UNAUDITED**

**TRUSTEES' REPORT**

**AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED**

**31 MARCH 2020**

**CHARITY NUMBER**

**1136399**

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**Care for Kids North Devon**  
**Charity Number 1136399**

**Legal and administrative information**

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**Status**

Care for Kids North Devon is an unincorporated charity governed by a formal constitution adopted 27/01/2009 as amended by resolution dated 18/05/2010 as amended on 06/09/2011.

**Charity number** 1136399

**Business address** Care for Kids North Devon  
Suite 6  
Bridge Chambers  
Barnstaple  
EX31 1HB

**Trustees** Mrs Jenny Birch  
Mrs Frances Greenaway  
Mr Angelo Massos  
Mrs Jacky Massos

**Accountants** Thomas Westcott  
47 Boutport Street  
Barnstaple  
Devon  
EX31 1SQ



Care for Kids North Devon  
Charity Number 1136399

**Report of the trustees  
for the year ended 31 March 2020**

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The trustees present their report and the financial statements for the year ended 31 March 2020. The trustees who served during the year and up to the date of this report are set out on page 1.

**Structure, governance and management**

*Organisational Structure*

The legal and administrative details are listed on page 1. The trustees who served during the year are listed on page 1. Care for Kids North Devon trustees are appointed by elected founder members.

During the year, the charity benefited from the contribution of 40-50 volunteers.

One Trustee is paid for their work within the charity. Jacky Massos is employed by the charity as a charity manager, run director and project manager for project on The Caroline Thorpe Ward. No Trustees receive any remuneration for their work as a Trustee.

*Governance, Internal Control and Risk Management*

The trustees have reviewed the major risks of the charity and have taken action and established systems which will mitigate any known risks. All policies and procedures are updated regularly.

**Objectives and activities**

*Charitable Objects*

To provide financial assistance for families within the jurisdiction of the primary sites of North Devon District Hospital who have a child diagnosed with a life-threatening illness.

To provide 'extras' over and above medical and primary care items, for the Caroline Thorpe Children's Ward of the North Devon District Hospital.

To support the needs of hospitalised children in North Devon.

Care for Kids North Devon  
Charity Number 1136399

**Report of the trustees  
for the year ended 31 March 2020**

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*Charitable Activities*

Care for Kids North Devon provides a financial grant of £800 per family when a child is first diagnosed with a life-threatening illness, if awarding a grant is determined to be charitable.

The charity will provide a second financial grant to further assist a family if they are still experiencing financial hardship after 6 weeks from diagnosis, subject to further financial assistance being deemed to be charitable.

A 3rd grant payment may be made in exceptional circumstances.

Care for Kids North Devon provides play equipment and comfort/environment enhancing furnishings for the Children's Ward of the North Devon District Hospital.

The charity provides Car Parking permits for families staying on the Children's Ward for a length of time.

Care for Kids North Devon provide guidance and information on respite care, other charities and the available state benefits that may assist a family with on-going financial and domestic concerns, when a child has entered a lengthy treatment programme away from home.

Grant-making must be determined as charitable, for all grants the Charity's Grant Application form must be completed and signed or authorised by a representative of the family, the family's medical consultant and a member of the Nursing Team.

**Achievements and performance**

*Review of Activities and Achievements*

The Charity has helped 14 families in 2019-20 with both first, second and 2 exceptional circumstances payments.

We have also completed our project to enhance the playroom by adding digital wallpaper to a blank wall making it a more interesting space for patients spending time on the ward.

We continued our Mince Pie Mingle initiative and held our 3rd annual Barnstaple 10k raising much needed funds.

Care for Kids North Devon  
Charity Number 1136399

**Report of the trustees  
for the year ended 31 March 2020**

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**Financial review**

During the year ended 31 March 2020 the charity had net receipts of £14,548 (2019: Net payment of £14,429). During the year restricted income of £16,410 was received towards the refurbishment of Cubicle 4 on The Caroline Thorpe Ward.

As at 31 March 2020 the bank balances totalled £56,002 (2019: £41,864).

*Reserves*

Our reserves policy is to always have a reserve of £10,000 to ensure that in the event that funds dry up the charity is in a position to meet all of it's financial commitments.

*Further Financial Review Details*

The Charity's principal source of funding is donations; Enabled the funding of family grants and hospital projects.

**Plans for future periods**

The Founder Member Trustees of the charity remain committed and agreed to stay in post to further the charities aims on an on-going basis.

The Trustees continue to seek new Committee Members to promote the growth of the charity.

The charity remains committed to promoting and publicising the Charity to create greater public awareness of the charity's aims and achievements to date.

The charity remains committed to maintain a minimum balance to support family Grant Applications.

Care for Kids North Devon  
Charity Number 1136399

**Report of the trustees  
for the year ended 31 March 2020**

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**Statement of trustees' responsibilities**

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of charity and of the incoming resources and application of resources of the charity for that year. In preparing these financial statements the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011 and the Charity (Accounts and Reports) Regulations 2008. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

On behalf of the board



**Mrs Jacky Massos**  
Trustee

Dated: 15-12-2020

Independent examiner's report to the trustees on the unaudited financial statements of Care for Kids North Devon.

**Independent examiner's report to the trustees of Care for Kids North Devon.**

I report to the trustees on my examination of the accounts of Care for Kids North Devon for the year ended 31 March 2020.

**Responsibilities and basis of report**

As the charity's trustees of Care for Kids North Devon you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the act').

I report in respect of my examination of Care for Kids North Devon accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no material 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 Care for Kids North Devon as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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



Stephen Cresswell BA FCA DChA

**Independent Examiner**

Thomas Westcott  
47 Boutport Street  
Barnstaple  
Devon  
EX31 1SQ  
Date:

21 December 2020

Care for Kids North Devon  
Charity Number 1136399

Receipts and Payments Account

For the year ended 31 March 2020

|   | Notes | Unrestricted funds<br>£ | Restricted funds<br>£ | 2020<br>Total<br>£ | 2019<br>Total<br>£ |
|---|-------|-------------------------|-----------------------|--------------------|--------------------|
| <b>Receipts</b>                           |       |                         |                       |                    |                    |
| Incoming resources from generating funds: |       |                         |                       |                    |                    |
| Activities for generating funds           | 2     | 25,096                  | -                     | 25,096             | 19,518             |
| Other incoming resources                  | 3     | 8,658                   | 16,410                | 25,068             | 16,983             |
| <b>Total receipts</b>                     |       | <u>33,754</u>           | <u>16,410</u>         | <u>50,164</u>      | <u>36,501</u>      |
| <b>Payments</b>                           |       |                         |                       |                    |                    |
| Staff costs                               | 4     | 7,797                   | -                     | 7,797              | 8,363              |
| Promotional costs                         |       | 579                     | -                     | 579                | 239                |
| Event costs                               |       | 4,556                   | -                     | 4,556              | 4,579              |
| Establishment costs                       |       | 4,665                   | -                     | 4,665              | 6,245              |
| Parking and petrol                        |       | 140                     | -                     | 140                | 60                 |
| Accountancy fees                          |       | 492                     | -                     | 492                | 480                |
| Licences                                  |       | 37                      | -                     | 37                 | 37                 |
| Telephone                                 |       | 414                     | -                     | 414                | 427                |
| Fundraising fees                          |       | -                       | -                     | -                  | 20                 |
| Family Support                            |       | 15,750                  | -                     | 15,750             | 11,300             |
| Miscellaneous expenditure                 |       | 519                     | -                     | 519                | 730                |
| Caroline Thorpe - Projects                |       | -                       | 957                   | 957                | 18,043             |
| Caroline Thorpe - Consumables             |       | 120                     | -                     | 120                | 407                |
| <b>Total payments</b>                     |       | <u>35,069</u>           | <u>957</u>            | <u>36,026</u>      | <u>50,930</u>      |
| <b>Net of receipts/(payments)</b>         |       | (1,315)                 | 15,453                | 14,138             | (14,429)           |
| Cash funds brought forward                |       | 40,964                  | 900                   | 41,864             | 56,293             |
| <b>Cash funds carried forward</b>         |       | <u>39,649</u>           | <u>16,353</u>         | <u>56,002</u>      | <u>41,864</u>      |

All of the above amounts relate to continuing activities.

The notes on pages 9 to 11 form an integral part of these financial statements.

Care for Kids North Devon  
Charity Number 1136399

Statement of Assets and Liabilities

As At 31 March 2020

|                               | Notes | £             | 2020<br>£     | £             | 2019<br>£     |
|-------------------------------|-------|---------------|---------------|---------------|---------------|
| <b>Cash funds</b>             |       |               |               |               |               |
| Bank and cash                 |       | 56,002        |               | 41,864        |               |
|                               |       | <u>56,002</u> |               | <u>41,864</u> |               |
| <b>Assets and liabilities</b> |       |               | <u>56,002</u> |               | <u>41,864</u> |
| <b>Funds</b>                  |       |               |               |               |               |
| Restricted income funds       |       |               | 16,353        |               | 900           |
| Unrestricted income funds     |       |               | <u>39,649</u> |               | <u>40,964</u> |
| <b>Total funds</b>            |       |               | <u>56,002</u> |               | <u>41,864</u> |

The financial statements were approved by the trustees on...12/12/20... and signed on its behalf by

Mrs Jacky Massos  
Trustee



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The notes on pages 9 to 11 form an integral part of these financial statements.

Notes to the financial statements  
for the year ended 31 March 2020

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**1. Accounting policies**

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and the preceding year.

**1.1. Basis of accounting**

The financial statements are prepared under the receipts and payments basis and in accordance with FRS102, the Charities SORP (FRS102) and the requirement of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Charities SORP (FRS102) and the Charities Act 2011.

**1.2. Cashflow**

The charity has taken advantage of the exemption in FRS102 from the requirement to produce a cashflow statement as it is classed as a small charity.

**1.3. Fund accounting**

Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity without further specific purpose and which the charity may use for its purpose at its discretion.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

**1.4. Resources expended**

Expenditure is recognised on a payments basis. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management.

**2. Activities for generating funds**

|              | Unrestricted<br>funds<br>£ | 2020<br>Total<br>£ | 2019<br>Total<br>£ |
|--------------|----------------------------|--------------------|--------------------|
| Event Income | 25,096                     | 25,096             | 19,518             |
|              | <u>25,096</u>              | <u>25,096</u>      | <u>19,518</u>      |



Notes to the financial statements  
for the year ended 31 March 2020

3. Other incoming resources

|                               | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | 2020<br>Total<br>£ | 2019<br>Total<br>£ |
|-------------------------------|----------------------------|--------------------------|--------------------|--------------------|
| Gifts & Donations             | 6,062                      | 410                      | 6,472              | 13,651             |
| Gift Aid Tax Rebates          | 1,770                      | -                        | 1,770              | 1,806              |
| Other fundraising / donations | 826                        | 16,000                   | 16,826             | 1,264              |
| Collection Boxes              | -                          | -                        | -                  | 262                |
|                               | <u>8,658</u>               | <u>16,410</u>            | <u>25,068</u>      | <u>16,983</u>      |

4. Employees

| Employment costs   | 2020<br>£    | 2019<br>£    |
|--------------------|--------------|--------------|
| Wages and salaries | <u>7,797</u> | <u>8,363</u> |

Number of employees

The average monthly numbers of employees during the year, calculated on the basis of full time equivalents, was as follows:

|           | 2020<br>Number | 2019<br>Number |
|-----------|----------------|----------------|
| Employees | <u>1</u>       | <u>1</u>       |

Notes to the financial statements  
for the year ended 31 March 2020

| 5. Unrestricted funds | At<br>1 April<br>2019<br>£ | Incoming<br>resources<br>£ | Outgoing<br>resources<br>£ | At<br>31 March<br>2020<br>£ |
|-----------------------|----------------------------|----------------------------|----------------------------|-----------------------------|
| Unrestricted funds    | 40,964                     | 33,754                     | (35,069)                   | 39,649                      |

**Purposes of unrestricted funds**

Unrestricted funds are used to further the objects of the charity, but are subject to no restrictions on their use within those objects.

| 6. Restricted funds | At<br>1 April<br>2019<br>£ | Incoming<br>resources<br>£ | Outgoing<br>resources<br>£ | At<br>31 March<br>2020<br>£ |
|---------------------|----------------------------|----------------------------|----------------------------|-----------------------------|
| Digital Art         | 900                        | -                          | (724)                      | 176                         |
| Cubicle 4 Project   | -                          | 16,410                     | (233)                      | 16,177                      |
|                     | <u>900</u>                 | <u>16,410</u>              | <u>(957)</u>               | <u>16,353</u>               |

**Purposes of restricted funds**

Digital Art Project - these funds were raised to brighten up the playroom in Caroline Thorpe ward at NDDH. This was completed in April 2019.

Cubicle 4 project - The funds have been raised towards the refurbishment of Cubicle 4 on The Caroline Thorpe Ward. This was completed in July 2020.

Care for Kids North Devon  
Charity Number 1136399

**Report of the trustees  
for the year ended 31 March 2020**

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**Statement of trustees' responsibilities**

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of charity and of the incoming resources and application of resources of the charity for that year. In preparing these financial statements the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011 and the Charity (Accounts and Reports) Regulations 2008. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

On behalf of the board



**Mrs Jacky Massos**  
Trustee

Dated: 15-12-2020

Independent examiner's report to the trustees on the unaudited financial statements of Care for Kids North Devon.

**Independent examiner's report to the trustees of Care for Kids North Devon.**

I report to the trustees on my examination of the accounts of Care for Kids North Devon for the year ended 31 March 2020.

**Responsibilities and basis of report**

As the charity's trustees of Care for Kids North Devon you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the act').

I report in respect of my examination of Care for Kids North Devon accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no material 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 Care for Kids North Devon as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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



Stephen Cresswell BA FCA DChA

**Independent Examiner**

**Thomas Westcott**

**47 Boutport Street**

**Barnstaple**

**Devon**

**EX31 1SQ**

**Date:**

*21 December 2020*