

Annual Report and Financial Statements
for the Year Ended 30 September 2020

Befriended

Charity registration number: 1175623

Independent Examiners Ltd
2 Broadbridge Business Centre
Delling Lane
Bosham
Chichester
West Sussex
PO18 8NF

BEFRIENDED

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Trustees' Report

The trustees present the annual report together with the financial statements of the charity for the year ended 30 September 2020.

Structure, governance and management

Nature of governing document

The charity was established as a Charitable Incorporated Organisation on 8 November 2017.

Recruitment and appointment of trustees

The management of the charity is the responsibility of the Trustees who are co-opted by the existing trustees.

Every Trustee must:

- a. Have a faith in the Lord Jesus Christ
- b. Be over 16 years old

There must be a minimum of 3 Trustees and a maximum of 12.

Organisational structure

Befriended is governed by the board of Trustees.

Decisions involving the day to day management of the Charity are made by Gail Millar – Executive Director who is a volunteer. All other decision making is undertaken by the trustees at Bi-monthly meetings.

Risk Management

The Trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the charity, and are satisfied that systems and procedures are in place to mitigate exposure to the major risks.

Objectives and activities

Objects and aims

The objects of the charity are to:

1. Advance the Christian faith
2. To promote social inclusion for the public benefit by preventing people from becoming socially excluded, relieving the needs of those people who are socially excluded and assisting them to integrate into society through a befriending/care service.

Public benefit

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

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Trustees' Report

Achievements and performance

Review of activities

Befriended was set up in 2017 to combat loneliness and isolation amongst older people in Mid Sussex. Research using the Age UK loneliness heat map showed that there are areas of very high need in Mid Sussex, yet there were no other face to face befriending schemes operating in the area.

Working together with six local churches from a range of denominations, Befriended seeks to address the issue through a befriending one to one service and by hosting various community events throughout the year. To deliver the befriending service, Befriended has attracted volunteers from across the Mid Sussex area, who are then trained, matched and supported while regularly visiting clients.

During 2019/2020 our key strategies to advance our aims have been:

- To encourage connection and community through events such as The Big Lunch and Community Christmas Lunch.
- To adapt the way we support our clients due to the Pandemic
- To create new ways to connect with older people isolated in their homes
- To appoint a community worker

The Big Lunch

As a celebration of International Older Peoples Day and in partnership with Mid Sussex District Council, we hosted a Big Lunch on a Sunday afternoon with quizzes, live entertainment and a visit from the Local Mayor. The afternoon was thoroughly enjoyed by many older people in the community. Film produced by Mid Sussex can be viewed via this link <https://youtu.be/KJEWjL51HqM//>



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Trustees' Report



Community Christmas Lunch

The community has supported Befriended through this event by getting involved. We had people and families of all ages join us and it was an intergenerational Christmas celebration. Lots of new friendships were made through spending the day together and over 100 people were not alone on Christmas day.

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Trustees' Report



Pandemic

In response to the news of the pandemic and the impending Lockdown, Befriended took the decision in early March 2020 to suspend our Face-to-face befriending Scheme in order to protect both our elderly vulnerable clients as well as our volunteers. We encouraged all of our volunteers to maintain contact and their friendships via the telephone. What became apparent throughout this time is that friendships grew deeper due to volunteers often ringing more often than once a week.

Testimony

Volunteer – Sarah

I have befriended Joan for over two years now, whenever I speak to her she is always positive. During lockdown Joan and I phoned or emailed one another on a daily basis just with a little bit of news or we would send funny pictures to one another. Just so Joan could see me I would sometimes sit outside her window while talking to her on the phone. I have helped Joan with technology so that she can use her computer to keep in contact with other family and friends. Joan is a very special person in my life and we have become really good friends despite the age difference.

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Trustees' Report

Telephone Befriending

With the aid of our newly appointed community worker, we created an online Telephone Befriending scheme both for volunteers and for those who would like to be befriended using our 0300 telephone number via our website.



Befriended Buddies

We produced a Buddies pack during Lockdown for school age children to write letters, draw pictures, tell stories or to do a project, which we then passed on to older people living alone. This project was a beautiful success. We received many pictures and letters which we quarantined and then passed on. We enclosed a card for the older people to respond so that the children heard back.

Ollie

I wrote a letter to Stan and my sister drew him a picture. We have kept his thank you card which he sent to us. We hope Stan is ok and well.



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Trustees' Report

Acts of Kindness

Soon after lockdown, we delivered a pot plant to many older people living alone as well as to our own clients to bring some cheer.



Plans for future developments

Pandemic

Sadly, due to the age range of our clients, we have lost a number of our clients during the lockdown period of time to Covid or age-related deaths. Befriended has recognised the need to support the family members as well as our volunteers at these sad and difficult times. During 2021 Befriended will be offering Bereavement support via an online course.

Due to all of us becoming more isolated and disconnected during the Lockdown, Befriended is committed to finding new and innovative ways to connect, as well as to bring some cheer to our older people, particularly as we face the long winter months through acts of kindness.

Befriended Team

In January 2020 we appointed a community worker to establish social groups in the community. Due to the Pandemic, this project was unable to be established but we redirected the role to address the issues caused by the pandemic and lockdown.

Gail Millar - Executive Director working voluntary approx. 10-20 hours a week

Joy Dawes - Administrator 10 hours a week

Gordica Karanfilovska – Community worker 10 hours a week (unable to fulfill her role due to Lockdown but used her transferable skills to develop new programs)

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Trustees' Report

Statement of Trustees' Responsibilities

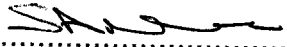
The trustees are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The law applicable to charities requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable 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 business.

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

The annual report was approved by the trustees of the charity on 27 May 2021 and signed on its behalf by:


.....
Stuart Millar
Trustee

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Independent Examiner's Report to the trustees of Befriended

I report to the charity trustees on my examination of the accounts of the charity for the year ended 30 September 2020 which are set out on pages 9 to 16.

Respective responsibilities of trustees and examiner

As the charity's trustees of Befriended 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 the Befriended's 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 Befriended as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

.....
G W Schulz ACMA

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27 May 2021

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Statement of Financial Activities for the Year Ended 30 September 2020

	Note	Unrestricted funds £	Restricted funds £	Total 2020 £	Total 2019 £
Income and Endowments from:					
Donations and legacies	2	13,052	5,000	18,052	17,386
Expenditure on:					
Charitable activities	3	<u>1,509</u>	<u>8,887</u>	<u>10,396</u>	<u>5,940</u>
Total expenditure		<u>1,509</u>	<u>8,887</u>	<u>10,396</u>	<u>5,940</u>
Net income/(expenditure)		<u>11,543</u>	<u>(3,887)</u>	<u>7,656</u>	<u>11,446</u>
Net movement in funds		11,543	(3,887)	7,656	11,446
Reconciliation of funds					
Total funds brought forward		<u>9,150</u>	<u>9,202</u>	<u>18,352</u>	<u>6,906</u>
Total funds carried forward	8	<u><u>20,693</u></u>	<u><u>5,315</u></u>	<u><u>26,008</u></u>	<u><u>18,352</u></u>

The notes on pages 11 to 16 form an integral part of these financial statements.

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Balance Sheet as at 30 September 2020

	Note	2020 £	2019 £
Fixed assets			
Tangible assets		1,965	-
Current assets			
Debtors	6	523	587
Cash at bank and in hand		<u>23,880</u>	<u>18,125</u>
		24,403	18,712
Creditors: Amounts falling due within one year	7	<u>(360)</u>	<u>(360)</u>
Net current assets		<u>24,043</u>	<u>18,352</u>
Net assets		<u>26,008</u>	<u>18,352</u>
Funds of the charity:			
Restricted income funds			
Restricted funds		5,315	9,202
Unrestricted income funds			
Unrestricted funds		<u>20,693</u>	<u>9,150</u>
Total funds	8	<u>26,008</u>	<u>18,352</u>

The financial statements on pages 9 to 16 were approved by the trustees, and authorised for issue on 27 May 2021 and signed on their behalf by:

.....
Stuart Millar
Trustee

The notes on pages 11 to 16 form an integral part of these financial statements.

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Notes to the Financial Statements for the Year Ended 30 September 2020

1 Accounting policies

Statement of compliance

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 (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

Basis of preparation

Befriended 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 notes.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

Gift aid

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category.

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Notes to the Financial Statements for the Year Ended 30 September 2020

Charitable activities

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.

Tangible fixed assets

Individual fixed assets costing £1,000 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Computer equipment	33% on cost

Trade debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered.

Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees's discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

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Notes to the Financial Statements for the Year Ended 30 September 2020

2 Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total 2020 £	Total 2019 £
Donations and legacies;				
Donations	7,529	-	7,529	5,964
Gift aid reclaimed	523	-	523	672
Grants, including capital grants;				
Grants	<u>5,000</u>	<u>5,000</u>	<u>10,000</u>	<u>10,750</u>
	<u>13,052</u>	<u>5,000</u>	<u>18,052</u>	<u>17,386</u>

3 Expenditure on charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2020 £	Total 2019 £
Note				
Events	659	-	659	800
Venue hire	-	-	-	149
Postage, printing & stationery	-	1,092	1,092	69
Equipment and computer	-	771	771	353
Telephone	-	216	216	216
Insurance	-	322	322	320
Subscriptions	-	445	445	150
Sundry expenses	430	-	430	520
Bank charges	60	-	60	70
Independent examination	360	-	360	360
Depreciation, amortisation and other similar costs	-	983	983	-
Staff costs	-	5,058	5,058	2,933
	<u>1,509</u>	<u>8,887</u>	<u>10,396</u>	<u>5,940</u>

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Notes to the Financial Statements for the Year Ended 30 September 2020

4 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

5 Staff costs

The aggregate payroll costs were as follows:

	2020 £	2019 £
Staff costs during the year were:		
Wages and salaries	<u>5,058</u>	<u>2,933</u>

The monthly average number of persons (including senior management team) employed by the charity during the year expressed as full time equivalents was as follows:

	2020 No.	2019 No.
Staff	<u>2</u>	<u>1</u>

No employee received emoluments of more than £60,000 during the year

6 Debtors

	2020 £	2019 £
Accrued income	<u>523</u>	<u>587</u>

7 Creditors: amounts falling due within one year

	2020 £	2019 £
Accruals	<u>360</u>	<u>360</u>

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Notes to the Financial Statements for the Year Ended 30 September 2020

8 Funds

	Balance at 1 October 2019 £	Incoming resources £	Resources expended £	Balance at 30 September 2020 £
Unrestricted funds				
<i>General</i>				
General Funds	9,150	13,052	(1,509)	20,693
Restricted funds				
Sussex Community Foundation	4,202	-	(2,821)	1,381
Allen Lane Foundation	5,000	-	(2,380)	2,620
Sussex Partnership fund (Covid)	-	5,000	(3,686)	1,314
	9,202	5,000	(8,887)	5,315
Total funds	18,352	18,052	(10,396)	26,008
Balance at 30 September 2019				
	Balance at 1 October 2018 £	Incoming resources £	Resources expended £	Balance at 30 September 2019 £
Unrestricted funds				
<i>General</i>				
General Funds	4,771	7,386	(3,007)	9,150
Restricted funds				
Sussex Community Foundation	2,135	5,000	(2,933)	4,202
Allen Lane Foundation	-	5,000	-	5,000
	2,135	10,000	(2,933)	9,202
Total funds	6,906	17,386	(5,940)	18,352

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Notes to the Financial Statements for the Year Ended 30 September 2020

9 Analysis of net assets between funds

	Unrestricted funds General £	Restricted funds £	Total funds at 30 September 2020 £
Tangible fixed assets	1,965	-	1,965
Current assets	21,053	3,350	24,403
Current liabilities	<u>(360)</u>	<u>-</u>	<u>(360)</u>
Total net assets	<u>22,658</u>	<u>3,350</u>	<u>26,008</u>

	Unrestricted funds General £	Restricted funds £	Total funds at 30 September 2019 £
Current assets	9,510	9,202	18,712
Current liabilities	<u>(360)</u>	<u>-</u>	<u>(360)</u>
Total net assets	<u>9,150</u>	<u>9,202</u>	<u>18,352</u>