

Charity Registration No. 1039527

CARING HANDS
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

CARING HANDS

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

Dr L De La Hunt
Mr G Kell
Rev R Langley
Mr M Butcher
Mrs M Abdullah

(Appointed 2 December
2020)

Charity number

1039527

Principal address

34 Wretham Place
Shieldfield
Newcastle upon Tyne
Tyne and Wear
NE2 1XU

Independent examiner

Robson Laidler Accountants Limited
Fernwood House
Fernwood Road
Jesmond
Newcastle Upon Tyne
Tyne and Wear
England
NE2 1TJ

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TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2021

The trustees present their report and financial statements for the year ended 31 March 2021.

The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

Objectives and activities

The charity's objects are to support the independence and quality of life of elderly and physically impaired people living predominately but not exclusively in the East End of Newcastle upon Tyne.

The charity achieves its objectives through the provision of several services supported by both volunteers and employees which includes:

Better daily living - bottle in fridge, handyman, small aids equipment and laundry collection & delivery service.

Wellbeing - aromatherapy massage, befriending, counselling and lunch club.

Advice & advocacy - welfare benefits advice, general advice and signposting.

Public benefit

The Trustees have consulted the guidance made available by the Charity Commission for England and Wales on the Public Benefit requirement of the Charities Act. The Trustees are confident that they have complied with their duty under the Charities Act in that they have had due regard to public benefit guidance published by the Commission.

Achievements and performance

Following the retirement of two longstanding members of the Trustees, including the founder chair, actions were in process to refresh the Board membership, and to review the charity's activities for the coming year. Much groundwork in relation to policies was done in preparing for application for a Quality Mark. Infrastructure systems for recording and evaluating work were developed.

This process had barely begun when the pandemic and the subsequent lockdowns struck in March 2020. Rapid adaptation was required to the new situation. Lunch Club and Aromatherapy became no longer possible. Some existing services, such as laundry collection and delivery were able to continue within the legal restrictions and were even more needed than before in the new circumstances. Much was done by telephone and on-line communication, befriending, counselling, benefits advice etc. At the same time the Charity responded to new demands, shopping, delivering prescriptions for people in isolation, accompany people to hospital etc. A Volunteer Co-ordinator was appointed to assist in the recruitment and training of new volunteers who came forward to help.

Much more use has been made of on-line communication for both publicity and evaluation of need.

The Charity found itself working increasingly closely with other local organisations and with the City Lifeline project set up to meet the new demands.

Financial review

Total income for the year was £157,601 (2020: £147,534). Although the Covid-19 pandemic restricted the charities activities, additional funding was received by way of grants as detailed in the notes to the accounts.

Total expenditure for the year was £138,565 (2020: £124,046) leaving an overall surplus of £19,036 (2020: £23,488).

At the year end the Trust had closing reserves of £112,311 (2020: £93,275) all of which were classed as unrestricted.

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TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

Reserves policy

It is the policy of the charity that free reserves (unrestricted reserves not tied up in fixed or other long term assets) should be maintained at a level equivalent to between three and six month's expenditure. The trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised.

At the year end the charity had free reserves of £112,311 (2020: 93,275) which is slightly in excess of the stated policy however is considered reasonable by the trustees given the continued uncertainties caused by the Covid-19 pandemic.

Risk assessment

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

Structure, governance and management

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

The trustees who served during the year and up to the date of signature of the financial statements were:

Dr L De La Hunt

Mr G Kell

Rev R Langley

Mr M Butcher

Mrs M Abdullah

Mrs S Brown

(Appointed 2 December 2020)

(Resigned 1 August 2021)

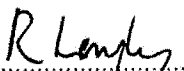
Recruitment and appointment of trustees

From time to time it is necessary for the Charity to recruit new Trustees to replace those that have either resigned during their term of office, or by way of anticipating planned retirements after the completion of a single term. When a vacancy occurs, the Board will determine the mix of skills and experience needed so as to ensure a fully functioning team of Trustees and will seek to identify individuals who appear to have the qualities and interest in what we do.

Organisational structure

The charity is governed by a Board of Trustees. The Board meets as is required, to deal with any specific issues relating to the running of the charity.

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



Rev R Langley

Trustee

Dated: 27 October 2021

CARING HANDS

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF CARING HANDS

I report to the trustees on my examination of the financial statements of Caring Hands (the charity) for the year ended 31 March 2021.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

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 charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable 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 financial statements to be reached.

Robson Laidler Accountants Limited

Robson Laidler Accountants Limited

Fernwood House
Fernwood Road
Jesmond
Newcastle Upon Tyne
Tyne and Wear
NE2 1TJ
England

Dated: 1 - 11 - 2021

CARING HANDS

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2021

	Notes	Unrestricted funds 2021 £	Unrestricted funds 2020 £
<u>Income from:</u>			
Donations and legacies	2	127,366	93,431
Other trading activities	3	30,200	52,675
Investments		35	1,428
Total income		157,601	147,534
<u>Expenditure on:</u>			
Charitable activities	4	138,565	124,046
Net income for the year/ Net movement in funds		19,036	23,488
Fund balances at 1 April 2020		93,275	69,787
Fund balances at 31 March 2021		112,311	93,275

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

All income and expenditure derive from continuing activities.

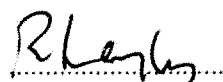
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BALANCE SHEET

AS AT 31 MARCH 2021

	Notes	2021 £	£	2020 £	£
Current assets					
Debtors	8	279		-	
Cash at bank and in hand		116,081		93,275	
		<u>116,360</u>		<u>93,275</u>	
Creditors: amounts falling due within one year	9	(4,049)		-	
Net current assets			<u>112,311</u>		<u>93,275</u>
Income funds					
Unrestricted funds			<u>112,311</u>		<u>93,275</u>
			<u>112,311</u>		<u>93,275</u>

The financial statements were approved by the Trustees on 27.10.2021.



Rev R Langley
Trustee

CARING HANDS

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

1.1 Accounting convention

The financial statements have been prepared in accordance 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 (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity.

Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

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

1.3 Charitable funds

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

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

1.4 Income

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

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount.

1.5 Expenditure

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

1.6 Cash and cash equivalents

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

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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

(Continued)

1.7 Taxation

As a charity, the organisation is exempt from tax on income and gains to the extent that these are applied to charitable objects. No tax charges have arisen in the charity.

1.8 Employee benefits

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

2 Donations and legacies

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Donations and gifts	2,342	5,315
Grants receivable	125,024	88,116
	<u>127,366</u>	<u>93,431</u>
Grants receivable for core activities		
National Lottery Fund	62,498	88,116
Newcastle City Council	49,266	-
Covid grant funding	13,260	-
	<u>125,024</u>	<u>88,116</u>

3 Other trading activities

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Launderette	19,749	33,950
Services provided	10,451	18,725
	<u>30,200</u>	<u>52,675</u>
Other trading activities		

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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

4 Charitable activities

	Charitable activities 2021 £	Charitable activities 2020 £
Staff costs	72,426	63,094
Volunteer costs	1,012	1,331
Services provided	37,592	31,197
Rent & rates	2,859	3,464
Light & heat	6,409	6,872
Other office costs	10,076	6,519
Repairs and renewals	6,471	11,169
	<u>136,845</u>	<u>123,646</u>
Share of governance costs (see note 5)	1,720	400
	<u>138,565</u>	<u>124,046</u>

5 Support costs

	Support costs £	Governance costs £	2021 £	Support costs £	Governance costs £	2020 £
Independent examiners fees	-	1,720	1,720	-	400	400
	<u>-</u>	<u>1,720</u>	<u>1,720</u>	<u>-</u>	<u>400</u>	<u>400</u>
Analysed between Charitable activities	-	1,720	1,720	-	400	400
	<u>-</u>	<u>1,720</u>	<u>1,720</u>	<u>-</u>	<u>400</u>	<u>400</u>

6 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

7 Employees

The average monthly number of employees during the year was:

2021 Number	2020 Number
<u>4</u>	<u>4</u>

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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

7	Employees	(Continued)	
	Employment costs	2021	2020
		£	£
	Wages and salaries	72,426	63,094
	No employees received emoluments in excess of £60,000.		
	Amounts paid to key management personnel in the year totalled £40,350		
8	Debtors	2021	2020
		£	£
	Amounts falling due within one year:		
	Prepayments and accrued income	279	-
9	Creditors: amounts falling due within one year	2021	2020
		£	£
	Other creditors	257	-
	Accruals and deferred income	3,792	-
		4,049	-
10	Analysis of net assets between funds	Unrestricted funds	Unrestricted funds
		2021	2020
		£	£
	Fund balances at 31 March 2021 are represented by:		
	Current assets/(liabilities)	112,311	93,275
		112,311	93,275
11	Related party transactions		
	There were no disclosable related party transactions during the year (2020 - none).		