Charity Registration No. 1107546

P

WEST NORFOLK CARERS ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	M Coleman J Ellis L Bambridge T Gilder D Pulsford-Harris S Renwick
Charity number	1107546
Principal address	20 Thoresby College King's Lynn Norfolk PE30 1HX
Independent examiner	Mapus- Smith & Lemmon LLP 48 King Street King's Lynn Norfolk England PE30 1HE

CONTENTS

 Page

 Trustees' report
 1 - 3

 Independent examiner's report
 4

 Statement of financial activities
 5

 Balance sheet
 6

 Notes to the financial statements
 7 - 15

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 financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's constitution, 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)" (as amended for accounting periods commencing from 1 January 2016)

Objectives and activities

The main objective is the relief of sickness and the preservation of health to unpaid carers who are in need living in the Borough Council of King's Lynn and West Norfolk and parts of Fenland and Breckland District Council and its immediately surrounding areas.

West Norfolk Carers is dedicated to providing support to carers of all ages throughout West Norfolk and parts of Fenland and Breckland. We are an organisation providing services to improve the quality of life and develop understanding of the role of carers. West Norfolk Carers helps to address the needs of carers by reaching out and giving guidance and support in confidence.

The charity's trustees have complied with the duty in section 4 of the 2006 Charities Act to have due regard to guidance published by the Charity Commission.

West Norfolk Carers was established to represent and advocate the interests of thousands of carers living and working in West Norfolk. Many of them are working silently and all too often unsupported and yet fulfilling all sorts of personal caring tasks for relatives or friends, sometimes both.

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

Achievements and performance

In common with many charities, the last twelve months have been a time of great challenge.

Along with the usual pressures of delivering the work of a busy and successful charity, we have had to learn to cope with the pressures brought about by a major pandemic, and the impact this has had upon those we support, and indeed Team WNC as a whole.

Notwithstanding this, we have sought much-needed funds to maintain a healthy financial balance, and have worked in new ways to ensure people still receive the support they need. Despite many restriction placed on all of us, we have supported more people. Our work with GP practices has grown, as too has our work supporting people who are experiencing social isolation. Indeed, at a time of pandemic, social isolation has increased, and its impact has deepened. In particular, the impact of mental ill health has had more far reaching effects, and we see that more young carers than ever are especially affected.

Our young carers support team have maintained a steady presence, and children most affected by the issues of caring and Covid19 have consistently received one to one support, to protect them from their situation worsening.

In addition, the complexity of support needs has grown immensely and everyone has risen to the challenge of making sure that support is available to those in need of it in a timely fashion. I am pleased to report that no one has been unsupported.

No one has sailed through the last twelve months unscathed, and we at WNC have shared the tragedy of bereavement that has affected the families we are supporting. Our heart goes out to everyone who has lost someone at this time.

As Trustees, we see and upward trajectory in demand for our services, and recognise that whilst budgets can be constrained, the need to increase support within our means remains our focus. We continue to be alert to the risk that this presents and support the CEO in her efforts to seek the funding we need to underpin our work. Despite this, the charity continues to give value, and is respected by our partners and those we serve. In the light of Covid19, we have introduced new and different ways of working, and these allow us to continue delivering the excellent service for which we are known. Allowing us to support the increasing numbers of people asking for our help.

Looking to the future, we shall continue to seek novel ways of supporting families, adapting services to meet need and to seek the funding required to ensure we continue offering a first class service supporting unpaid carers and their families.

Financial review

Financially the organisation remains healthy, and although our budget is tight, we still meet our objectives. The Trustee Board have agreed a Reserves policy in line with the organisation objectives and this gives the charity between three and six months running costs should funding be seriously compromised in the future. The present level of reserves held is £134,546. This funding would be used for severance payments and winding up costs. The constitution states that any surplus would be either transferred to another charity with like objectives or paid back to the funding body.

It is the policy of the charity that unrestricted funds which have not been designated for a specific use 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. This level of reserves has been maintained throughout the year.

The trustees has 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 governed by its Constitution dated 21 August 2003 (amended 29th July 2004). It was registered as a charity with the Charity Commission in January 2005.

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

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

M Coleman J Ellis L Bambridge T Gilder D Pulsford-Harris S Renwick

All members are invited to nominate Trustees, together with nominations from the management team and the existing Trustees. Those nominated and appointed are elected at the fist AGM following appointment.

The senior official to whom the day to day management of the charity is delegated by the charity trustees is Jane Evans.

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

M Coleman Trustee Dated:

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF WEST NORFOLK CARERS

I report to the trustees on my examination of the financial statements of West Norfolk Carers (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

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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.

Mapus- Smith & Lemmon LLP

48 King Street King's Lynn Norfolk PE30 1HE England

Dated:

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2021

Income and endowments	otes	ricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £
Donations and legacies Interest receivable	2 3: 3	5,704 51 3,243	171,945 - -	207,649 51 3,243	29,138 127 2,631	192,124 - 14	221,262 127 2,645
Total income	38	3,998	171,945	210,943	31,896	192,138	224,034
Expenditure on: Charitable activities	5 12	2,077	172,154	184,231	12,463	201,165	213,628
Net incoming/ (outgoing) resources before transfers	26	,921	(209)	26,712	19,433	(9,027)	10,406
Gross transfers between funds		964	(964)	-	(1,628)	1,628	×
Net income/(expenditure) for the year/						5	
Net movement in funds	27,	885	(1,173)	26,712	17,805	(7,399)	10,406
Fund balances at 1 April 2020	68,	956	38,878	107,834	51,151	46,277	97,428
Fund balances at 31 March 2021	96,8	841	37,705	134,546	68,956	38,878	107,834

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

All income and expenditure derive from continuing activities.

BALANCE SHEET

AS AT 31 MARCH 2021

		202	2021		0
	Notes	£	£	202 £	£
Fixed assets					
Tangible assets	9		12,036		14,663
Current assets					
Debtors	10	653		5,928	
Cash at bank and in hand		125,457		91,182	
		126,110		97,110	
Creditors: amounts falling due within one year	44	(2,000)			
	11	(3,600)		(3,939)	
Net current assets			122,510		02 171
					93,171
Total assets less current liabilities			134,546		107,834
Income funds					
Restricted funds Unrestricted funds	12		37,705		38,878
Oniestricted lunds			96,841		68,956
			404 540		
			134,546		107,834

The financial statements were approved by the Trustees on

M Coleman **Trustee**

L Bambridge **Trustee**

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

Charity information

West Norfolk Carers is a charity registered with the Charity Commission in England. The operational address is 20 Thoresby College, Queen Street, King's Lynn, Norfolk, PE30 1HX.

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)" (as amended for accounting periods commencing from 1 January 2016). 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 have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

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 \pounds .

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.

Covid 19 continues to have an impact on the fundraising ability of the Charity and it is anticipated that 2021/22 will continue to be challenging. It is difficult to know what impact this could have on the Charity finances in the longer term, however, a meticulous eye is always kept on the outgoings in order to extend the longevity of the organisation.

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.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

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.

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

1 Accounting policies

(Continued)

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

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

1.5 Expenditure

Expenditure is recognised when a liability is incurred. Contractual arrangements and performance related grants are recognised as goods or services are supplied. Other grant payments are recognised when a constructive obligation arises that results in the payment being unavoidable.

Costs of generating funds are those costs incurred in trading activities that raise funds.

Governance costs include those incurred in the governance of the charity and its assets and are primarily associated with the constitutional and statutory requirements.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Plant and machinery	25% reducing balance basis
Motor vehicles	25% reducing balance basis

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 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.

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

1 Accounting policies

(Continued)

1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.11 Retirement benefits

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

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

2 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2021 £	2021 £	2021 £	2020 £	2020 £	2020 £
Donations and gifts Grants and project fee	25,284	4,404	29,688	23,179	5,851	29,030
management income	10,420	167,541	177,961	5,959	186,273	192,232
	35,704	171,945	207,649	29,138	192,124	221,262
Donations and gifts						
Donations	22,878	3,214	26,092	20,768	1,705	22,473
Fund generation	2,406	30	2,436	2,112	3,567	5,679
Charitable activities	-	1,160	1,160	299	579	3,079 878
	25,284	4,404	29,688	23,179	5,851	29,030
Grants receivable for core activities						
NHS Norfolk	-	37,172	37,172	_	31,172	31,172
Transforming Lives KL YAC	-	-	-	-	41,143	41,143
Sobell Foundation	-	1,500	1,500	-	2,931	2,931
BBC Children in Need	-	-	-	-	10,000	10,000
Social Prescribing	-	2,250	2,250	-	9,100	9,100
East Coast Communities	-	29,509	29,509	-	23,800	23,800
Carers Matter	-	8,606	8,606	-	22,403	22,403
Other	-	28,000	28,000	-	28,000	28,000
outor	10,420	60,504	70,924	5,959	17,724	23,683
	10,420	167,541	177,961	5,959	186,273	192,232

3 Interest receivable

	Unrestricted funds	Unrestricted funds
	2021 £	2020 £
Interest receivable	51	127

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

4 Other income

	Unrestricted funds	Unrestricted funds	Restricted funds	Total
	2021 £	2020 £	2020 £	2020 £
Other income	3,243	2,631	14	2,645

5 Charitable activities

	2021 £	2020 £
Staff costs	73,624	83,954
Carer development	70,024	83,954 345
Grants paid	6,425	545 779
Other charitable expenditure	7,139	8,869
	87,188	93,947
Share of support costs (see note 6) Share of governance costs (see note 6)	94,769 2,274	117,701 1,980
	184,231	213,628
Analysis by fund		
Unrestricted funds Restricted funds	12,077 172,154 184,231	12,463 201,165
		213,628

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

Support costs						
	Support Go costs	overnance costs	2021	Support costs	Governance costs	2020
	£	£	£	£	£	£
Staff costs	68,023	-	68,023	65,649	_	65,649
Depreciation	989	-	989	857		857
Operating lease charges	8,500	-	8,500	8,500	_	8,500
Staff training Heating, electricity and	257	-	257	1,098	-	1,098
insurance	2,122	-	2,122	3,372	_	3,372
Room hire	215	-	215	2,396		2,396
Travel (Staff and Carers)	2,591	-	2,591	13,118	_	13,118
Telephone and internet Stationery, postage and	2,815	-	2,815	2,262	-	2,262
photocopying	1,672	-	1,672	2,293	_	2,293
Computer costs	2,396	-	2,396	6,915		2,295 6,915
Membership Professional, consultancy and financial management	2,302	-	2,302	2,083	-	2,083
fees	2,214	-	2,214	7,507		7 507
General expenses	673	-	673	1,651	-	7,507 1,651
Accountancy fees	-	2,274	2,274	-	1,980	1,980
	94,769	2,274	97,043	117,701	1,980	119,681
Analysed between						
Charitable activities	94,769	2,274	97,043	117,701	1,980	119,681
					and the second se	

7 Trustees

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

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8 Employees

The average monthly number of employees during the year was:

	2021 Number	2020 Number
Manager Operations manager Administration Outreach Young Carers Group	1 1 1 4 2	1 1 1 4 2
Total	9	9

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

8 Employees		(Continued)
Employment costs	2021 £	2020 £
Wages and salaries Social security costs Other pension costs	135,196 4,466 1,985 141,647	141,793 5,582 2,228 149,603

There were no employees whose annual remuneration was £60,000 or more.

9 Tangible fixed assets

	Plant and Mo machinery	otor vehicles	Total	
Cost	£	£	£	
At 1 April 2020	29,028	21,500	50,528	
Additions	1,384	-	1,384	
At 31 March 2021	30,412	21,500	51,912	
Depreciation and impairment				
At 1 April 2020	26,458	9,406	35,864	
Depreciation charged in the year	989	3,023	4,012	
At 31 March 2021	27,447	12,429	39,876	
Carrying amount				
At 31 March 2021	2,965	9,071	12,036	
At 31 March 2020	2,569	12,094	14,663	
			Martin Constants	

10 Debtors

Amounts falling due within one year:	2021 £	2020 £
Trade debtors Prepayments and accrued income	- 653	4,978 950
	653	5,928

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

11 Creditors: amounts falling due within one year

	2021 £	2020 £
Trade creditors Accruals and deferred income	1,620 1,980	1,959 1,980
	3,600	3,939

12 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds				
	Balance at 1 April 2020	Incoming resources	Resources expended	Transfers	Balance at 31 March 2021
	£	£	£	£	£
Young Carers	4,073	2 0 4 4	(1.000)		
Hunstanton Carers Group	4,073	3,244	(1,803)	43	5,557
Tesco Community Carers	466	-	-	-	97
CCG/NHS		-	-	-	466
Carers Trust Small Grants	308	31,172	(29,737)	-	1,743
Transforming Lives BIG Lottery	153	2,210	(1,712)	-	651
NCF Wellbeing	140	-	-	(140)	-
KL YAC TL Activities	211	-	-	(211)	-
Sobell Foundation	1,308	1,500	(1,308)	-	1,500
BBC Children in Need	2,108	-	(2,091)	(17)	-
	1,448	2,250	(3,698)	-	-
The People's Project - Camper Van	12,094	-	(3,023)	-	9,071
Social Prescribing	419	29,509	(29,324)	(604)	-
Dementia Cafes	336	-	-	-	336
East Coast Communities	-	8,606	(8,606)	-	_
Young Carers and Families	717	28,000	(28,371)	-	346
Youth Social Action	5,000	-	(176)	(35)	4,789
Flux Family	10,000	-	-	-	10,000
NCF Covid 19 Response	-	10,000	(10,000)	-	
Freebridge Community Fund	-	1,000	(1,000)	-	_
NL Community Fund	-	15,000	(15,000)	-	_
J & H Rausing Trust	-	31,714	(31,714)	-	
By Women for Women	-	7,740	(4,591)	-	3,149
	38,878	171,945	(172,154)	(964)	37,705

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

13	Analysis of net assets	between funds					
		Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
		2021	2021	2021	2020	2020	2020
		£	£	£	£	£	£
	Fund balances at 31 March 2021 are represented by:					~	~
	Tangible assets Current assets/	2,965	9,071	12,036	14,663	-	14,663
	(liabilities)	93,876	28,634	122,510	65,301	27,870	93,171
		96,841	37,705	134,546	79,964	27,870	107,834
			a un 1 1 10 10000000			27,070	107,034

14 Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2021 £	2020 £
Within one year	2,125	2,125

15 Related party transactions

There were no disclosable related party transactions during the year (2020 - none).