

GATESHEAD CARERS ASSOCIATION
(A company without share capital limited by guarantee)

REPORT AND FINANCIAL STATEMENTS
YEAR ENDED 31st MARCH 2021

Company Number : 06133161
Charity Number : 1118942

GATESHEAD CARERS ASSOCIATION

(A company limited by guarantee)

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Report of the trustees for the year ended 31 March 2021

The trustees are pleased to present their report together with the financial statements of the charity for the year ended 31 March 2021 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association 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 2015). The organisation is a Public Benefit Entity within the definitions of s34 FRS 102.

Our purposes and activities

The charity's objects were to relieve the stresses experienced by Carers in the Borough of Gateshead and surrounding areas in particular by the provision of information, advice and support services to such persons so as to assist them and their dependents.

In shaping the objectives for the year and planning activities, the trustees have considered the Charity Commission's guidance on public benefit.

Achievements and performance

The financial year 2020 to 2021 was dominated by the COVID-19 pandemic and the resulting lockdowns and government guidance which aimed to reduce the spread of the virus. The organisation responded swiftly to government guidance on 16th March 2020 which informed organisations to 'work from home' if possible.

All face to face contact with unpaid carers and professionals was stopped immediately, staff with underlying health conditions or who were providing unpaid care to family members or friends were told to work from home with immediate effect. Two days later all staff moved to home working. Our rapid response was enabled through good communication and consultation with staff and the 'digital readiness' of the organisation following the identification of the digital transformation of the organisation as a key priority in our 2019 /2022 Strategic Plan.

We immediately ordered tablets and mobile phones for all staff and successfully applied to the Triangle Trust for a grant to cover the associated costs.

We maintained and developed all of our services throughout the year through the use of Zoom, Teams, WhatsApp and increased our messaging through social media, our website and our three separate e newsletters to unpaid carers, staff/ trustees and partner organisations. Referrals into the organisation increased on the previous year (1320 accessing direct one to one support) and there was a notable increase in the numbers of unpaid carers contacting us for support for the first time.

Our survey of carers in July 2020 showed that they had seen no difference in the quality of support provided by the switch from face to face to digital. 10% reported that 'digital' support was actually better for them as it made accessing support easier. The success of our digital response to the pandemic means that going forward, Covid restrictions permitting, we will offer both digital and face to support services across all areas.

Report of the trustees for the year ended 31 March 2021**Achievements and performance - continued**

We entered into the second year of our contract with Gateshead Council / Newcastle Gateshead CCG and this went well across all areas. However, the pandemic did mean that the delegation of Carers Assessments was delayed and is now likely to happen in late 2021.

The biggest challenge of the year was the impact the pandemic had on our income generation plans which were set out in our Fundraising Strategy (2019 to 2024). The resource of all grant giving charitable trusts, National Lottery Community Fund etc. switched to COVID-19 emergency funding only. The Department of Health withdrew its Carer Innovation Fund, to which we had submitted an application, days before grant awards were to be announced and directly as a result of the pandemic.

The contribution of GCA staff to the seamless and successful transition to homeworking during difficult, challenging and unprecedented circumstances is fully acknowledged by the board of trustees with appreciation and thanks.

Financial Review

The financial statements show a surplus of £68,230 (2020 - Surplus - £92,901). Cash balances remain healthy at £398,807 (2020 - £280,213). Within the bank the charity is holding £50,150 on behalf of the John Haswell Memorial Trust.

Reserves policy and going concern

The trustees aim to maintain free reserves in unrestricted funds at a level which equates to approximately three months of unrestricted charitable expenditure; it is estimated that this currently equates to £150,000. At this level of unrestricted reserves, the charity could maintain operation for three months even if no income was being generated. Current unrestricted reserves after adjusting for fixed assets amount to £271,208. Sufficient funds have to be retained to finance the procurement contracts for the final twelve months of the contract.

The charity enjoys good liquidity and has no issue on meeting its liabilities when they are due. The trustees are confident for the next twelve months.

Reserves are needed to bridge the gap between the spending and receiving of income and to cover unplanned emergency bills, repairs and other expenditure

Legal and administrative information**Management Committee**

E V Smith	E Johnson
J Gordon	S Cox
D Clelland	A Tonkinson
M Fitzpatrick	M Barrett
A Owens	M Hall
E Ward	

Secretary:

S Cowen

Report of the trustees for the year ended 31 March 2021**Legal and administrative information - continued**

Registered Office: John Haswell House
8 – 9 Gladstone Terrace
Gateshead
Tyne and Wear
NE8 4DY

Independent examiner: McCready Page LLP
511 Durham Road
Low Fell
Gateshead
Tyne and Wear
NE9 5EY

Bankers: Unity Trust Bank PLC
Nine Brindley Place
4 Oozels Square
Birmingham
B1 2HB

Linked Charity

Under an amendment to a Uniting Direction dated 13 June 2016 the John Haswell Memorial Trust (Charity number 1118942-1) is linked to Gateshead Carers Association. The John Haswell Memorial Trust had previously been linked to Gateshead Voluntary Organisation Council before that charity entered liquidation.

Governing Document

The charity operates as a company limited by guarantee. The company was incorporated on 1 March 2007 and it registered with the Charity Commission on 25 April 2007. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association.

Recruitment and Appointment of Management Committee**Trustee Induction and Training**

Management committee members were recruited in a variety of ways including advertisements. Members are drawn from the wider membership of the Association, and elected at the annual general meeting, with additional members being co-opted because of their position or knowledge. Members serve for a three-year period and may then be elected for a further three-year period. Meetings take place approximately once a month. New members receive appropriate induction briefings and attend relevant courses for Trustees. Skills and training needs of members are identified through a periodic skills audit.

Risk Management

Risks to the charity have been identified and reviewed on an ongoing basis, and appropriate action taken. This has included ensuring appropriate insurance cover, identifying physical risks such as uneven surfaces, reviewing fire safety systems and training staff, ensuring staff have first aid training, and undertaking a general health and safety risk assessment throughout our premises.

Report of the trustees for the year ended 31 March 2021**Recruitment and Appointment of Management Committee - continued****Organisational Structure**

Strategic decisions are taken by the Management Committee; with detailed deliberation sometimes being delegated to the Finance sub committee or personnel sub committee. Day-to-day management is delegated to the Chief Officer who leads the staff team and who provides clear written reports to trustees at every meeting. Members of the management committee take a close interest in the work of the Association and often visit between formal meetings.

Linked charity

The assets of the linked charity – John Haswell Memorial Trust comprised of a property known as “John Haswell House” and funds totalling £50,150. The value of the property has not been included within the accounts. The money transferred from Gateshead Voluntary Organisation Council has been used to fund building costs. Rents received from tenants have been added to the John Haswell Memorial Trust funds.

Trustees’ responsibilities in relation to the financial statements

The charity trustees (who are also the directors of the company for the purposes of company law) are responsible for preparing a trustees’ annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). Company law requires the trustees to prepare financial statements that give a true and fair view of the state of affairs of the charity at the end of the financial year and of the incoming resources and application of resources.

In doing so 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

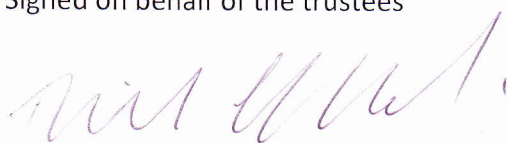
- State whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements

- Prepare the financial statements on a going concern basis unless it is inappropriate to assume that the charity will continue in business.

The trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enables them to ensure that the financial statements comply with the Companies Act 2006. 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 trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company’s website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Signed on behalf of the trustees



D Clelland

16 November 2021

Report of the Independent Examiner to the trustees of Gateshead Carers Association

I report on the financial statements of Gateshead Carers Association for the year ended 31 March 2021 which are set out on pages 6 to 12.

Respective responsibility of trustees and independent examiner

The charity's trustees are responsible for the preparation of the financial statements. The charity's trustees consider that an audit is not required for this year under section 144 (2) of the Charities Act 2011(the 2011 Act) and that an independent examination is needed. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Association of Chartered Certified Accountants. Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to

Examine the accounts under section 145 of the 2011 Act

To follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act) and

To state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention :

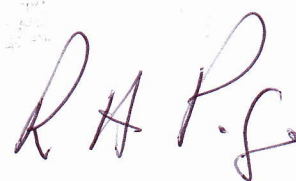
- (1) which gives me reasonable cause to believe that in any material respect the requirements
- . to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - . to prepare financial statements which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities,

have not been met ;or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

R A Page FCCA

511 Durham Road
Low Fell
Gateshead
Tyne & Wear
NE9 5EY



16 November 2021

Statement of financial activities
Year ended 31 March 2021

	Notes	Unrestricted £	Restricted £	2021 £	2020 £
Income					
Donations		2,670	-	2,670	135
<i>Income from charitable activities</i>					
Procurement contracts		577,200	-	577,200	633,916
Grants	2	-	18,783	18,783	4,167
<i>Income from other trading activities</i>					
Employment allowance		4,000	-	4,000	3,000
Other income		-	-	-	1,474
<hr/>					
Total income		583,870	18,783	602,653	642,692
Expenditure					
<i>Expenditure on charitable activities</i>					
Charitable activities	3	515,640	18,783	534,423	549,791
<hr/>					
Net (expenditure)/income and net movement in funds		68,230	-	68,230	92,901
Transfers		-	-	-	-
		68,230	-	68,230	92,901
<hr/>					
Reconciliation of funds					
Funds brought forward		206,337	-	206,337	113,436
<hr/>					
Funds carried forward		274,567	-	274,567	206,337

GATESHEAD CARERS ASSOCIATION
Balance sheet as at 31 March 2021

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	Notes	2021	2020
		£	£
Fixed assets			
Tangible fixed assets	7	3,359	4,479
Current assets			
Debtors	8	1,759	1,152
Cash at bank		<u>398,807</u>	<u>280,213</u>
		400,566	281,365
Creditors: amounts falling due within one year	9	<u>129,358</u>	<u>79,507</u>
Net current assets		271,208	201,858
Total assets less current liabilities		<u>274,567</u>	<u>206,337</u>
Funds		<u>274,567</u>	<u>206,337</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2021.

The trustees have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Section 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association 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 2015). These accounts have been prepared in accordance with the provisions applicable to companies subject to small companies regime.

The financial statements were approved by the Board of Trustees on 16 November 2021 and were signed on its behalf by

D Clelland

Statement of Cash Flows
Year ended 31 March 2021

	2021	2020
	£	£
Cash used in operations		
Net movement in funds	68,230	92,901
(Increase) in debtors	(607)	4,307
Increase in creditors	49,851	(5,183)
Depreciation	1,120	1,493
Net cash generated in operations	118,594	93,518
Change in cash in the year	118,594	93,518
Cash brought forward	280,213	186,695
Cash carried forward	398,807	280,213

Notes to the financial statements
Year ended 31 March 2021

1 Accounting policies

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

Basis of preparation

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 2015) – (Charities SORP (FRS 1023), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Donations and voluntary income

Donations and voluntary income are accounted for on a receipts basis.

Grants

Grants for immediate expenditure are accounted on a receivable basis. Grants where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

Interest receivable

Interest is included when received by the charity.

Resources expended

Resources expended are included in the Statement of Financial Activities on an accruals basis, inclusive of any VAT which cannot be recovered.

Costs

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.

All costs are allocated between the expenditure categories of the SoFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly and other are apportioned on an appropriate basis such as staff time.

Tangible fixed assets and depreciation

Fixed assets for charitable use are capitalised at cost where acquired or market value as determined by the trustees when donated. The assets are stated at cost or value less depreciation.

Depreciation is calculated to write off the cost or valuation of the fixed assets less their estimated residual value over their expected useful lives on the following bases:

Office equipment

25% reducing balance

Notes to the financial statements
Year ended 31 March 2021

1 Accounting policies - continued

Fund accounting

Funds held by the charity are either:

- *Unrestricted general funds* – these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.
- *Restricted funds* – these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

2 Grants

	2021 £	2020 £
Gateshead Council – MECC	-	4,167
Triangle Trust	6,783	-
John Laing Charitable Trust	12,000	-
	<hr/>	<hr/>
	18,783	4,167

3 Total resources expended

	Carer Support	Grant	2021 £	2020 £
Direct costs	£	£	£	£
Staff costs	449,106	12,147	461,253	438,217
Direct costs	4,682	2,892	7,574	28,484
IT	5,679	3,744	9,423	14,956
AGM	-	-	-	577
Premises	20,012	-	20,012	26,841
Office	9,098	-	9,098	19,235
Communications	20,598	-	20,598	12,047
Support costs				
Membership fees	1,436	-	1,436	2,635
Trustees expenses	-	-	-	506
Legal and professional	3,119	-	3,119	4,489
Bank charges	790	-	790	311
Depreciation	1,120	-	1,120	1,493
	<hr/>	<hr/>	<hr/>	<hr/>
	515,640	18,783	534,423	549,791

4 Staff Costs

Staff costs includes

	2021	2020
	£	£
Salaries	417,994	396,838
Social security costs	32,374	33,710
Pension contributions	8,334	7,669
	<u>458,702</u>	<u>438,217</u>

Management wages amounted to £74,347 for two staff members. No employee received emoluments of more than £60,000.

5 Trustee Remuneration & Related Party Transactions

No members of the management committee received any remuneration during the year. Travel costs amounting to £Nil (£506 – 2020) were reimbursed to 3 members of the management committee.

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year.

6 Taxation

As a charity Gateshead Carers Association is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or s256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the Charity.

7 Fixed assets

	Office Equipment
Cost	£
At 1 April 2020 and 31 March 2021	<u>18,812</u>
Depreciation	
At 1 April 2020	14,333
Charge for year	<u>1,120</u>
At 31 March 2021	<u>15,453</u>
Net book value	
As at 31 March 2021	<u>3,359</u>
As at 31 March 2020	<u>4,479</u>

8 Debtors

	2021	2020
	£	£
Other debtors	1,756	1,152

9 Creditors : Amounts falling due within one year

	2021	2020
	£	£
Grants in advance	12,000	-
Social security and tax	7,712	-
Carers Partnership	2,932	1,974
Other creditors	52,902	31,900
John Haswell Memorial Trust	50,150	43,278
Accruals	3,662	2,355
	<u>129,358</u>	<u>79,507</u>

The John Haswell Memorial Trust owns the property occupied by the charity. Funds shown above are held on behalf of the John Haswell Memorial Trust.

10 Analysis of net assets between funds

	Unrestricted	Restricted	Endowment	Total
	£	£	£	£
Fixed assets	3,359	-	-	3,359
Current assets	338,416	12,000	50,150	400,566
Current liabilities	(67,208)	(12,000)	(50,150)	(129,358)
Net assets at 31 March 2021	<u>274,567</u>	<u>-</u>	<u>-</u>	<u>274,567</u>



Annual Report 2021



Supporting Adult Unpaid Carers in Gateshead since 1996

OUR YEAR IN NUMBERS

2021 celebrates our 25th year of supporting unpaid adult carers across Gateshead. In this report, you will find out how much of an impact we have had on Gateshead's caring community over the past year.

Thank you to the unpaid carers, volunteers, donors, and local organisations in Gateshead who have all supported us through 2021.



care to join
us?

Gateshead Carers
8 - 9 Gladstone Terrace, NE8 4DY
Tel: 0191 4900121 | gatesheadcarers.com
Registered Charity No. 1118942

SUPPORTING CARERS IN 2021

583	CARERS ACCESSED SUPPORT FOR THE FIRST TIME
1385	CARERS ACCESSED 1-2-1 SUPPORT
2,046	INDIVIDUAL PIECES OF SUPPORT WORK CARRIED OUT
163	CARER GROUPS & ACTIVITY SESSIONS
19	BAME LANGUAGE COMMUNITIES SUPPORTED
£60,350	BENEFITS ACHIEVED FOR CARERS
£133,600	FUNDING PROVIDED TO CARERS VIA THE CARER WELLBEING FUND
£13,335	GRANT FUNDING ACHIEVED FOR CARERS

OUR IMPACT ON THE LIVES OF CARERS

AFTER COMING TO US, CARERS REPORTED...

THEIR MENTAL HEALTH IMPROVED BY 44%

THEY FELT 44% MORE SELF-CONFIDENT

THEY ARE 41% MORE ABLE TO COPE WITH THE
DEMANDS OF THEIR CARING ROLE

THEY ARE NOW 77% MORE CONFIDENT IN
ACCESSING SHORT BREAKS

THERE WAS AN IMPROVEMENT OF 33% IN
MANAGING DEBT

THEIR BUDGETING SKILLS HAVE IMPROVED BY 19%

THEIR RELATIONSHIPS WITH OTHERS HAS
IMPROVED BY 28%

THEY FELT A **60%** IMPROVEMENT IN COPING WITH
EXCESSIVE CARING ROLES

A **49%** IMPROVEMENT IN AHCIEVING THEIR
PERSONAL GOALS

THEIR DIET HAD IMPROVED BY **23%**

THEY SAW A **23%** IMPROVEMENT IN THE AMOUNT
OF PHYSICAL EXERCISE

THEY FELT **28%** LESS SOCIALLY ISOLATED

THEIR SMOKING AND ALCOHOL USAGE REDUCED
BY **18%**

THEY FELT **14%** MORE ABLE TO ACCESS EDUCATION
AND TRAINING

THEY SAW A **26%** IMPROVEMENT IN ACCESSING
BENEFITS

OUR DIGITAL IMPACT

1367 NEWSLETTER SUBSCRIBERS SIGNED UP

64,171 WEBSITE PAGE VIEWS

22,768 INDIVIDUAL WEBSITE USERS

137,900+ PEOPLE REACHED ON SOCIAL MEDIA
(ALL PLATFORMS)

153 ONLINE EXTERNAL REFERRALS

101 ONLINE SELF REFERRALS

180 INDIVIDUAL LIVE CHAT CASES



FEEDBACK FROM CARERS

"Gateshead Carers really do care for the carer and support them through all their life challenges."

"Gateshead Carers have helped me a lot, and it's great that I've been able to access the wellbeing fund through them, as this helped me to start driving lessons, so I can get my disabled son out and about. Thank you Carers."

"Speaking to Gateshead Carers has given me peace of mind that I am not alone and that there is someone on the end of the phone who understands what I am going through."

"I'm glad I was given your number to contact you. I wouldn't have known where to start. I'm new to all of this and cannot thank you enough."

GET IN TOUCH

Gateshead Carers Association

John Haswell House | 8-9 Gladstone Terrace | NE8 4DY

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www.gatesheadcarers.com

A Network Partner of

**CARERS
TRUST**



Charity No. 1118942 | Company No. 6133161