



Annual Report & Accounts
1st April 2020 - 31st March 2021

Charitable Company Limited by Guarantee,
Company 04695523, Registered Charity 1102075

Trafford Carers Centre Annual Report & Accounts

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Legal and Administrative Information

Trafford Carers Centre is a company limited by guarantee, number 04695523, and a registered charity, number 1102075.

The principal office address and registered office is First Floor, 19b School Road, Sale, M33 7XX.

GOVERNING DOCUMENT

Memorandum and Articles of Association

THE COMMITTEE AND TRUSTEES:

Chairman

Malcolm Cunningham

Other Trustees

Kerry Blackhurst from 4th April 2019
Deanna Spencer from 4th April 2018
Ruth Margaret Mannell resigned 1st June 2020
Derick J Barrett from 15th December 2020
Rachel Cossey from 15th December 2020
Catrina Walker-Jones retired from 15th December 2020

COMPANY SECRETARY

Gavin Williams resigned 1st June 2020
Susan Sandiford from 1st June 2020

SENIOR MANAGEMENT TEAM

Michelle Grogan - Chief Executive Officer from 1st April 2020
Andrea Fawcett - Health & Wellbeing Manager
Shay Garry – Senior Young Carer Officer
Jules Kennedy – Senior Young Carer Officer
Simon Locke - Business Development Manager from 8th February 2020

INDEPENDENT EXAMINER

WR Partners
Drake House, Gadbrook Way,
Gadbrook Park, Northwich,
Cheshire CW9 7RA

BANKERS

The Royal Bank of Scotland Plc
464 Wilbraham Road
Chorlton-cum-Hardy
Manchester
M21 1AR

Objectives and activities

Our objective is to promote any charitable purposes for the benefit of carers, former carers and those working with and for carers in or around the Metropolitan Borough of Trafford and, in particular, the advancement of education and furtherance of health and the relief of poverty, distress and sickness.

Three in five of us will be a carer at some point in our lives.

In Trafford alone there are over 24,000 carers (based on the 2011 census). Anyone could be a carer – from young people helping with siblings or supporting parents; parents of children with additional needs; couples experiencing the effects of a chronic illness; through to those caring for parents in old age. Caring can be very rewarding and fulfilling, but it can also affect nearly every aspect of someone's life. It can be hard to keep up with work or school commitments. It can get lonely, as free time for socialising reduces and it gets harder to leave the house. There can be pressures on budgets and difficulties navigating the welfare system.

Trafford Carers Centre believes all carers have the right to be recognised, valued and able to do things they enjoy.

Over the course of the last financial year we have seen the number of carers on our database increase by 14% to 5134 and although the pandemic impacted how services were delivered we continued to work towards our core objective through:

- Carer assessments and reviews completed using the '3 Conversations Model' to uncover the individual needs of carers and develop a support plan. Undertaken either by phone, through risk assessed home visits or via zoom.
- Managing the Carers Support Fund to help with a range of respite activities for carer wellbeing and the Crisis Fund for essential repairs
- Health checks completed over the phone with a qualified nurse to manage health problems associated with their caring role, such as poor sleep; back problems; stress related illnesses and depression
- Emotional support and advocacy from our team who provide a listening ear and help them navigate the often overwhelming health and social care system
- Benefits advice to help carers identify and understand any payments, including covid related grants, they are entitled to; along with support and advice through the claims and appeals process
- Counselling sessions to give carers a safe place to talk about the impact of their caring role
- Regular online groups and activities where carers can meet other people who understand their experiences
- Workshops to support carer resilience
- Emergency card scheme to give carers peace of mind, knowing that the person they care for will be looked after if they can't be there
- Outreach and partnership development with organisations across Trafford to raise awareness of the issues carers face and the support that's available
- Quarterly newsletter with advice and information on services for carers

The trustees confirm that they have had due regard to the Charity Commission's public benefit guidance when exercising powers or duties to which the guidance is relevant.

Longer term objectives

The ongoing coronavirus pandemic led to a dynamic change to service delivery as the organisation adapted the support offer to be predominantly online. While this was challenging it provided opportunity to review long-term operations to enable a hybrid model of place based face-to-face support across the borough and a digital offer to increase reach. This objective works in-line with our overarching aim to provide information, advice and support to unpaid carers in Trafford. Our ambition is to support 25% of carers in Trafford, and over the last 12 months, despite the challenges we faced we have moved closer to our goal, now supporting over 21% of carers in Trafford.

Measuring success


The operational team collect data about their interactions with carers to get a record of the number and nature of those interactions. The trustees receive regular reports which summarise the activity and quarterly reports are also returned to Trafford Borough Council. An investment has been made to transfer to a new data recording system to enhance reporting.

Staffing

At the start of the financial year Michelle Grogan, who has been with Trafford Carers Centre since April 2014 took up her new post as Chief Executive Officer. Michelle immediately developed a strategy to manage and support the staff team to operate services remotely. Denise Jeffers was promoted to Adult Casework Team Manager, to support and guide caseworkers. Simon Locke joined the team as Business Development Manager to support the ongoing sustainability of the organisation. Recruitment for a Deputy Chief Executive Officer will take place between April 2021 – July 2021.

Grant making policy

Trafford Carers Centre administers the Carer Support Fund and Crisis Fund as part of the contract with Trafford Council and Trafford Clinical Commissioning Group. Following a Carers Assessment or Review Carers can apply to support their health and wellbeing needs and this may be up to £300. Carers are encouraged to use this fund and an appeals process is in place if they disagree with a decision.



We are incredibly grateful to the ongoing support of volunteers who make our work possible. We have 47 volunteers who deliver an estimated social value of £153,738.

This includes:

- Counsellors in training
- Carers and former carers who run our activity groups
- Admin support
- Charity shop assistants
- Board of trustees

Achievements and performance

Statutory services delivered on behalf of Trafford Council:

- 1316 carers received direct support
- Over 350 wellbeing checks to our most vulnerable carers
- 764 adult carer assessments and reviews
- 190 young carer assessments and reviews
- £33,231 allocated to 153 carers through the carer support fund
- £5,526 awarded to 35 carers through the crisis fund

Activity and support groups for adult carers:

- Wellbeing Wednesday led by Nurse Rebecca
- Creative relationships group therapy and support
- Online bingo, yoga, art and meditation groups delivered through Zoom
- Gardening group
- Creative workshops with MancSpirit

Events arranged for adult carers:

- Carers Week afternoon tea
- Christmas Extravaganza

Key outputs from the adult carers service:

- 83 health checks
- 219 emotional support and advocacy interactions
- 353 carers supported to claim benefits worth £946,958 per annum
- 694 counselling sessions
- 711 referrals from partners
- Carer pamper packs provided to 100 carers

Key outputs from the young carers service:

- 530 registered young carers
- 898 places were filled to access online group sessions which included:
 - After school socials
 - Singing
 - School holiday programme
 - Online Christmas Extravaganza
 - Wellbeing & Skills sessions
 - Bingo
- 32 emotional support and advocacy interactions
- Advocacy provided for 91 young carers
- 139 referrals from partners

Achievement against objectives

With over 5,000 carers registered on our database and able to access our services, we are currently reaching in the region of 21% of carers. This is an increase on the previous year of 600 carers and a reflection of the hardwork and dedication of our caseworkers and support staff. The team embraced home-working and adapting to digital means of delivery to continue to provide information, advice and support to carers.

Fundraising performance

Whilst the pandemic caused a review of the fundraising strategy and an expectation of limited funds being available it also presented a number of opportunities through a number of covid related grants. Through these grants the organisation was in a position to improve staff resource, enhance carer support and replace equipment to enable efficiency and to work towards future plans to deliver services from localities of the borough.

Following a commercial review of commercial activity in December 2019 and the impact of the pandemic a strategic decision was made to close the Sale branch of Re:love & Care in February 2021. The downsizing and reduction in staff hours will support increased profit margins.

Covid-19

From the beginning of the financial year the country was under instruction to stay at home help control the spread of Coronavirus. The immediate impact on carers was the reduction of face-to-face support, which increased isolation, anxiety and depression. A plan was implemented to adapt services to be delivered over the phone, online or through risk assessed home visits.

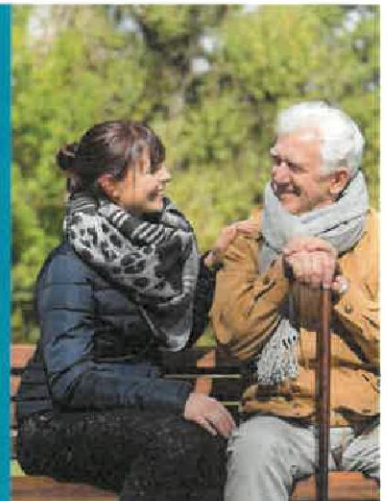
Due to the pandemic the statutory contract was extended for a further 12 months to allow greater opportunity to consult with carers and key stakeholders about the future of carers services. It was also felt that by extending the contract Trafford Council and Trafford CCG will be able to assess the impact of Covid-19 to further shape support. The contract is now due to end at the end of March 2022.

I want to thank you so much for the lovely surprise I had on Friday when a lady brought me a 'Mary Poppins' bag of 'goodies'!

I care for my husband (91) & my son who has mental health issues who lives with us now so I am mad busy, but I sat down when I got the bag, with a cup of (your) tea & opened it up.

What a cleverly made assortment! I normally do keep fit; so the exercises were ideal & recipes and crosswords.....later I enjoyed a hot bath with salts & read the info - all very useful.

Thank you again for "making my day"



Financial review

Funding sources

Our main source of funding continues to come from Trafford Borough Council and Trafford Clinical Commissioning Group. This covers the statutory duty delegated to Trafford Carers Centre and provides funding towards other services to support carer health and wellbeing. Statutory services will enter a procurement phase during the next 12 months with a tender being published in November 2021.

Investments

The trustees have power to invest surplus funds in investments, securities and property as they think fit. The current policy is to follow a prudent "no risk" policy of investment – cash can be invested only through a recognised clearing bank, provided that such accounts have a competitive rate of interest.

Reserves

The reserves policy is to hold three months running costs. Based on forecast expenditure (revised in lieu of the coronavirus pandemic) for 2020/21, this should equate to £150,000. As at 31 March 2021, there is £302,128 unrestricted, undesignated reserves. The additional amount will be utilised to support the stability and future development of the organisation in these uncertain times.

Future plans

As the pandemic continues to be a challenge and carers continue to experience increased isolation, financial instability and anxiety we expect a stronger emphasis on supporting carers health and wellbeing while also being digitally inclusive and to strengthen support for diverse communities.

The next 12 months will focus on working towards a place-based model, building partnerships with key organisations to deliver face-to-face services across the localities of the Borough and raising awareness.

The organisation will be relocating to more cost effective premises and encouraging a hybrid model for staff to work from satellite outreach posts, home and hot desking.

Volunteer support, partnership working and carer involvement will remain at the heart of service development. The business planning process will incorporate these principles to help us to continue to meet our three core objectives: delivering value for money, investing in our staff and doing more for carers.

Structure, governance and management

Organisational structure

Trafford Carers Centre is a company limited by guarantee and a registered charity. We are governed by our memorandum and articles of association. The governing documents instruct the trustees to act in a way to promote the objects of the charity.

Decision making

The board of trustees delegate the day-to-day operational running of Trafford Carers Centre to the chief executive officer, supported by their senior management team.

Trustee recruitment

Trustee vacancies are advertised publicly and applicants are invited to contact the chair of trustees for an informal conversation before applying. Once an application is submitted, following a meeting with the chair and approval from the board they will be invited to attend a meeting. Their appointment as either a trustee or co-opted member will be voted on at the next trustee meeting. Those appointed as a trustee will have to stand down at the AGM and be formally appointed by members.

Trustee induction and training

Once appointed, trustees will be issued with a welcome pack including their responsibilities as a company director and a role description. They will get a tour of the organisation; an overview of services delivered and meet the staff team. They will be allocated a 'buddy' trustee who will oversee their induction. The chief executive officer will make arrangements to support any identified training needs and will be available to discuss the role as required.

Remuneration

The board of trustees are the directors of the charity and, along with the chief executive officer, are responsible for directing, controlling, running and operating the charity on a daily basis. All directors give their time freely, any expenses related to the duties carried out by directors and related party transactions are listed in the notes to the accounts. In this reporting period, no director received remuneration, there were no director expenses or related party transactions. Staff pay is set and reviewed in line with the National Joint Council for Local Government Services.

Carers Trust membership

As a Network Partner of Carers Trust, we have access to their branding, resources and advice, publications and we are able to apply for grant funding. This does not impact on the operational policies adopted by Trafford Carers Centre.

Risk Management

The Trustees are responsible for ensuring effective risk management and ensuring that appropriate measures are in place to manage risks. On an ongoing basis risks are reported to every main board meeting (twelve per year) to keep them abreast and up to date with the main current issues and the actions being taken to mitigate these risks.

Risk	Consequence	Actions taken
Covid-19 adding pressure on service delivery and staff	Increased numbers of carers needing support, emotional wellbeing of staff effected	Hybrid model of working adapted to provide flexibility of home working & place based working Mental wellbeing sessions & access to online resource Funding to improve equipment and provide extra resource
Lack of strategic direction	Underperforming Charity lacking direction, risk of failure of contract delivery	Regular reporting to Chairman and Board of Trustees Strategies developed for key areas of focus
Ensure a high calibre of Trustees and ensure quality and consistent performance	Effective board to govern the organisation, steer strategic direction and protect assets	Development plan for Trustee support, including shadowing in key business areas, development and sign off of strategic plan and formation of task and finish roles to support the improvement of the organisation as a whole.
Poor attraction and retention of staff	Inability to deliver service	1. All service delivery staff with 2 years service in receipt of pay increase to match market value 2. All staff provided with access to online suite of training courses. 3. Accommodation strategy in place to relocate.
Retaining the statutory contract funding	Financial impact would lead to closing down the Organisation	1. Procurement strategy in place and monitored 2. Building relationships with key partners 3. Formation of Carers Reference Group 4. Formation of Carers Forums
Bringing commercial enterprise of Relove and Care Charity Shop into profitability.	Cash drain on the Charity	Closure of Sale shop Control of expenditure Business Development strategy.

Trustees' responsibilities in relation to the financial statements

The charity Trustees (who are also directors 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 charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and of the income and expenditure of the charitable company for that period. In preparing the 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;
- 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 providing oversight of proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and the group and hence 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.

Statement as to disclosure to our independent examiner:

In so far as the Trustees are aware at the time of approving our Trustees' annual report:

- there is no relevant information, being information needed by the auditor in connection with preparing their report, of which the charity's auditor is unaware, and
- the Trustees, having made enquiries of fellow directors and the charity's auditor that they ought to have individually taken, have each taken all steps that he/she is obliged to take as a director in order to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

By order of the board of Trustees

Signature



Malcolm Cunningham (Chair)

Date: 3rd December 2021

Independent Examiners Report

Independent examiner's report to the trustees of Trafford Carers Centre ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2021.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act'). Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act').

In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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.

Signed:



Name: Fran Johnson BSc BFP FCA

Address WR Partners, Drake House, Gadbrook Way, Gadbrook Park, Northwich,
Cheshire CW9 7RA

Financial statements

Statement of Financial Activities (including an Income and Expenditure account)
For the year ended 31 March 2021

		Unrestricted 2021	Restricted 2021	Total Funds 2021	Total Funds 2020
	Notes	£	£	£	£
Income					
Donations and gifts	3	6,353	95,268	101,621	66,364
Income from charitable activities	4	390,001	3,540	393,541	393,356
Other trading activities	5	118,244	20,876	139,120	115,877
Investment income	6	73	-	73	452
Total income		514,671	119,684	634,355	576,049
Expenditure					
Costs of raising funds		76,531	-	76,531	109,704
Expenditure on charitable activities	7	409,586	121,547	531,133	534,813
Total expenditure		486,117	121,547	607,664	644,517
Net expenditure		28,554	(1,863)	26,691	(68,468)
Transfers between funds					-
Net movement in funds		28,554	(1,863)	26,691	(68,468)
Total funds brought forward		273,574	13,746	287,320	355,788
Total funds carried forward	15	302,128	11,883	314,011	287,320

The Statement of Financial Activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The notes on pages 14 to 24 form an integral part of these accounts.

Balance sheet

Company registration number: 04695523

Balance Sheet As at 31 March 2021

	Notes	2021 £	2020 £
Fixed Assets			
Tangible Assets	12	<u>2,621</u>	<u>8,964</u>
Current Assets			
Debtors	13	33,346	16,931
Cash at bank and in hand		<u>299,075</u>	<u>287,965</u>
		<u>332,421</u>	<u>304,896</u>
Creditors, amounts falling due within one year	14	<u>(21,031)</u>	<u>(26,540)</u>
Net Current Assets		<u>311,390</u>	<u>278,356</u>
Net Assets		<u>314,011</u>	<u>287,320</u>
Financed by			
Accumulated Funds			
Unrestricted funds - General	15	302,128	269,605
Unrestricted funds - Designated	15	-	3,969
Net Unrestricted Funds		302,128	273,574
Restricted Funds	15	<u>11,883</u>	<u>13,746</u>
		<u>314,011</u>	<u>287,320</u>

The company was entitled to exemption from audit under s477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

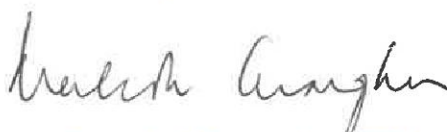
The directors acknowledge their responsibilities for complying with the requirements of the Companies Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to small companies' subject to the small companies' regime and in accordance with FRS102 SORP.

The financial statements on pages 12 to 24 were approved by the board of trustees on Friday 3rd December 2021 and signed on its behalf by:

Malcolm Cunningham

Chair of Trustees



Date 3rd December 2021

Notes to the financial statements

for the year ended 31 March 2021

1. Principal accounting policies

The principal accounting policies are summarised below:

a) 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 102)), and the Companies Act 2006.

Trafford Carers Centre 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.

General Information

Trafford Carers Centre is a private company limited by guarantee and is non-profit making. Trafford Carers Centre is incorporated in England and Wales.

Principal Activity

The principal activity is to promote any charitable purposes for the benefit of carers, former carers and those working with and for carers in and around the Metropolitan Borough of Trafford and, in particular, the advancement of education and furtherance of health and the relief of poverty, distress and sickness.

b) Fund accounting

- a. Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.
- b. Designated funds are funds set aside by the trustees out of unrestricted general funds for specific future purposes or projects.
- c. Restricted funds are subject to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

c) Preparation of the accounts on a going concern basis

The financial statements have been prepared under the going concern basis. The trustees have carried out a review of the charity's cash flow and resources and are confident that the charity is able to meet its liabilities as they fall due for a period of at least one year from the date of approval of the financial statements.

d) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the items(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

e) Expenditure

All expenditure other than that capitalised has been reflected in the Statement of Financial Activities on an accrual's basis.

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds comprise fundraising expenses and the costs of operating wholly owned charity shops.
- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes those costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.
- Joint venture costs comprised the 50% share of the operating costs incurred by the charity in operating the Sale charity shop joint venture with Manchester Carers Centre up to the dissolution of the partnership on 25 August 2016.

f) Allocation of support and governance costs

Support costs have been allocated between governance costs and other support costs. Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to statutory audit and legal and professional fees together and are included within charitable expenditure.

g) Valuation and depreciation of fixed assets

Fixed assets are included in the financial statements at net book value. From 1 April 2016 fixed assets are capitalised when purchased by the charity over £250. Smaller assets and equipment are expensed in the Statement of Financial Activities in the year of acquisition.

Depreciation is provided to write off the cost less the estimated residual value of tangible fixed assets over their estimated useful lives on a straight-line basis at the following annual rates:

Computer Equipment	25% straight line
Office Fittings & Equipment	25% straight line
Shop Fittings & Equipment	25% straight line

h) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

i) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

j) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

k) Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

l) Taxation

The company is a registered charity whose charitable activities are fully exempt from United Kingdom corporation tax and capital gains tax.

m) Operating leases

Rentals payable under operating leases are charged on a straight-line basis over the term of the lease.

n) Pensions

The charity operates a defined contribution pension scheme. The pension costs charged in the financial statements represent the contributions payable by the company during the year ended 31 March 2021.

o) Donated goods and services

- Donated items to retail outlets do not have any financial value attributed.
- Financial donations are accepted in line with our gift and donation acceptance policies, and recorded when received.
- Gifts in kind, including retail premises, are not included in the financial statements, but where appropriate are mentioned in the Annual Report

Notes to the Financial Statements
for the year ended 31 March 2021 (continued)

2. Critical accounting judgements and key sources of estimation uncertainty

In applying the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions in determining the carrying amounts of assets and liabilities. The trustees' judgements, estimates and assumptions are based on the best and most reliable evidence available at the time when the decisions are made, and are based on historical experience and other factors that are considered to be applicable. Due to the inherent subjectivity involved in making such judgements, estimates and assumptions, the actual results and outcomes may differ.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised, if the revision affects only that period, or in the period of the revision and future periods, if the revision affects both current and future periods.

Critical accounting judgements

The critical accounting judgements that the trustees have made in the process of applying the charity's accounting policies that have the most significant effect on the amounts recognised in the statutory financial statements are discussed below.

- Assessing indicators of impairment

In assessing whether there have been any indicators of impairment in relation to assets, the trustees have considered both external and internal sources of information such as market conditions and experience of recoverability.

Key sources of estimation uncertainty

The key assumptions concerning the future, and other key sources of estimation uncertainty, that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below.

- Recoverability of receivables

The charity establishes a provision for receivables that are estimated not to be recoverable. When assessing recoverability, the trustees consider factors such as the ageing of the receivables, past experience of recoverability, and the credit profile of individual or groups of customers.

- Determining residual values and useful economic lives of property, plant and equipment

The charity depreciates tangible assets over their estimated useful lives. The

Notes to the Financial Statements for the year ended 31 March 2021 (continued)

estimation of the useful lives of assets is based on historic performance as well as expectations about future use and therefore requires estimates and assumptions to be applied by management.

3. Donation and gifts income

This represents income from fundraising events and other donations received.

	Unrestricted	Restricted	2021	2020
	£	£	£	£
Trafford MBC Infection Control		50,000	50,000	-
Workforce Capacity Fund		17,496	17,496	-
National Lottery Community Fund		13,972	13,972	-
Newsletter		13,800	13,800	13,000
Carers Trust Grant		-	-	31,231
Young Carers Transport		-	-	6,500
UK Fast		-	-	3,020
Peter Kershaw Trust		-	-	3,000
Other		-	-	1,078
Fundraising & Donations received	6,353	-	6,353	8,535
Total Donations & Gifts	6,353	95,268	101,621	66,364

Trafford Carers receives a gift in kind of £44,500 rateable rent on the Stretford shop for which service charges only are paid.

4. Income from charitable activities

	Unrestricted	Restricted	2021	2020
	£	£	£	£
Main Carers Centre Funding	390,001		390,001	390,000
Student placements		1,890	1,890	2,930
Covid Grants		1,650	1,650	426
	390,001	3,540	393,541	393,356

5. Other trading activities

	Unrestricted	Restricted	2021	2020
	£	£	£	£
Retail and on-line trading	38,566	-	38,566	114,485
Trafford MBC Retail Support	35,000	--	35,000	-
Covid Support	1,088		1,088	-
Room hire income	-	-	-	1,292
Other Grant Income	43,590	-	43,590	-
Furlough Funding	-	14,376	14,376	-
Young Carers Transport	-	6,500	6,500	-
Total Other trading activities	118,244	20,876	139,120	115,877

6. Investment income

	2021	2020
	£	£
Bank interest receivable	<u>73</u>	<u>452</u>

Notes to the Financial Statements
for the year ended 31 March 2021 (continued)

7. Analysis of expenditure on charitable activities

	Unrestricted	Restricted	Total 2021	Total 2020
	£	£	£	£
Carers Grants	9,969	20,200	30,169	32,916
Staff costs	300,300	31,469	331,769	365,552
Building running costs	87,135	18,785	105,920	98,712
Newsletter	-	15,925	15,925	6,971
Support costs	(411)	35,168	34,757	21,287
Governance costs	12,593	-	12,593	9,375
Total	409,586	121,547	531,133	534,813

8. Net expenditure

Net expenditure is stated after charging/(crediting) the following:

	2021 £	2020 £
Depreciation of owned tangible fixed assets	6,343	10,989
Operating lease costs	45,024	47,508

9. Trustees' emoluments

None of the trustees received any emoluments in connection with their duties as trustees during the year (2020: nil). No trustee received reimbursed out-of-pocket expenses £0 (2020: £355).

10. Related party transactions

No trustees received any carers' grants (2020: nil).
There were no related party transactions in the year.

11. Staff costs	2021 £	2020 £
Wages and salaries	347,404	384,806
Social security costs	23,509	24,723
Pension costs	6,139	7,114
	377,052	416,643

No employee earned £60,000 per annum or more in the current or previous year. The key management personnel of the charity comprise the trustees and the CEO only. The total employee benefits of the key management personnel of the charity were £44,847 (2020: £56,132).

**Notes to the Financial Statements
for the year ended 31 March 2021 (continued)**

11. The average number of employees during the year was:

	2021 No.	2020 No.
Supporting carers	13	13
Trading activities	6	6
Administration	4	4
	<u>23</u>	<u>23</u>

12. Tangible fixed assets

	Computer Equipment £	Office Fittings & Equipment £	Shop Fittings & Equipment £	Total £
COST				
At 1 April 2020	20,293	34,875	14,323	69,491
Additions				
Disposals				
At 31 March 2021	<u>20,293</u>	<u>34,875</u>	<u>14,323</u>	<u>69,491</u>
DEPRECIATION				
At 1 April 2020	12,604	33,600	14,323	60,527
Charge for the year	5,069	1,274	-	6,343
At 31 March 2021	<u>17,673</u>	<u>34,874</u>	<u>14,323</u>	<u>66,870</u>
NET BOOK VALUE				
At 31 March 2021	<u>2,620</u>	<u>1</u>	<u>-</u>	<u>2,621</u>
At 31 March 2020	<u>7,689</u>	<u>1,275</u>	<u>-</u>	<u>8,964</u>

13. Debtors

	2021 £	2020 £
Trade debtors	-	-
Prepayments and accrued income	33,346	16,931
	<u>33,346</u>	<u>16,931</u>

**Notes to the Financial Statements
for the year ended 31 March 2021 (continued)**

14. Creditors: amounts falling due within one year

	2021 £	2020 £
Trade creditors	13,501	23,261
Accruals & deferred income	7,530	279
	<u>21,031</u>	<u>26,540</u>

15. Analysis of charitable funds

	At 1 April 2020 £	Income £	Expenditure £	Transfers £	At 31 March 2021 £
Restricted funds					
Workforce Capacity Fund		17,496	(17,496)	-	-
National Lottery Community Fund		13,972	(13,972)	-	-
Young Carers	5,451	10,040	(13,491)	-	2,000
Infection Prevention		50,000	(41,045)	-	8,955
Furlough Funding		14,376	(14,376)	-	-
Newsletter	6,582	13,800	(19,454)	-	928
Peter Kershaw trust	1,713	-	(1,713)	-	-
Restricted Funds	<u>13,746</u>	<u>119,684</u>	<u>(121,547)</u>	<u>=</u>	<u>11,883</u>

	At 1 April 2020	Income	Expenditure	Transfers	At 31 March 2021
Unrestricted funds					
General	269,605	514,671	(486,117)	3,969	302,128
Designated – Carer Wellbeing and Support Services	3,969	-	-	(3,969)	-
	<u>273,574</u>	<u>514,671</u>	<u>(486,117)</u>	<u>=</u>	<u>302,128</u>
Restricted Funds	<u>13,746</u>	<u>119,684</u>	<u>(121,547)</u>	<u>-</u>	<u>11,883</u>
Total	<u>287,320</u>	<u>634,355</u>	<u>(607,664)</u>	<u>-</u>	<u>314,011</u>

**Notes to the Financial Statements
for the year ended 31 March 2021 (continued)**

Restricted funds

Young Carer donations – Urmston & Altrincham District Scout Groups – donations to support Young Carer activities.

Explore More! Support Fund – this funding is to support young carers to access activities and reduce isolation

Choir Group – this relates to the running of choir sessions for the carers to attend.

Gardening Group – this relates to the running of the gardening group for the carers to attend.

Young Carer donations – donations to support Young Carer activities.

Co-op Local Community Fund – provide activities for young carers

Manchester Pride – funding received to support establishment and operation of an LGBT carer group.

Cash for Kids – this is funding for the benefit of children living in the Greater Manchester area.

Art Group – this relates to the running of the art group for the carers to attend.

Take Action and Support Fund – this funding is to support young carers aged 14-18 to address and overcome personal barriers to engaging with education, employment and training via tailored and structured support.

Carers Trust – this funding relates to individual grants to carers.

Carers Getting Together - funding received to support the Carers Christmas party 2017.

Carers Yoga - Carer contributory donations to be used towards the hire of the hall for yoga.

Time to Find me (I am more project) - funding received to support a series of specific workshops focusing on improving Young Carers self-esteem and body image.

Newsletter – quarterly newsletter available to all Carers.

YC Altrincham Community panel - funding received to support Young Carers activities.

YC Mental Health and Wellbeing Fund - funding received to support the decoration of the young carer rooms at the carers centre.

Designated funds

Carer Wellbeing and Support Services – provision of services to support Carers' physical and emotional wellbeing.

**Notes to the Financial Statements
for the year ended 31 March 2021 (continued)**

16. Analysis of net assets between funds

	Restricted funds £	General unrestricted funds £	Designated unrestricted funds £	2021 Total £
Tangible fixed assets	-	2,621	-	2,621
Net current assets	11,883	299,507	-	311,390
	11,883	302,128	-	314,011

16. Analysis of net assets between funds

	Restricted funds £	General unrestricted funds £	Designated unrestricted funds £	2020 Total £
Tangible fixed assets	-	8,964	-	8,964
Net current assets	13,746	260,641	3,969	278,356
	13,746	269,605	3,969	287,320

17. Financial commitments

At 31 March 2021 the company had commitments under non-cancellable operating leases as follows:

	Land and buildings 2021 £	2020 £	Other 2021 £	2020 £
- One Year	15,810	35,278	1,619	2,380
- 2 – 5 Years	0	15,838	761	761
	15,810	51,116	2,380	3,141

18. Pension commitments

The Company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. Contributions totaling £6,139 (2020: £7,114) were paid in the year.

**Notes to the Financial Statements
for the year ended 31 March 2020 (continued)**

19. Status of the company

The Company is limited by guarantee and does not have a share capital. In the event of the winding up or dissolution of the company, the members are liable to contribute an amount not exceeding £10 towards the debts and liabilities of the company.

20. Prior year comparative SOFA

	Unrestricted	Restricted	Total Funds
	2020	2020	2020
	£	£	£
Income			
Donations and gifts	8,535	57,829	66,364
Income from charitable activities	393,356	-	393,356
Investment income	452	-	452
Other trading activities	115,877	-	115,877
Total income	518,220	57,829	576,049
Expenditure			
Costs of raising funds	109,704	-	109,704
Expenditure on charitable activities	482,467	52,346	534,813
Total expenditure	592,171	52,346	644,517
Net expenditure	(73,951)	5,483	(68,468)
Transfers between funds	-	-	-
Net movement in funds	(73,951)	5,483	(68,468)
Total funds brought forward	347,525	8,263	355,788
Total funds carried forward	273,574	13,746	287,320

