# FRIENDS OF THE SICK (CHEVRAT BIKKUR CHOLIM) TRUSTEES' REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

## LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

Simon Sackman (President)

Richard Limburg Joy Goldberg

Charity number

210472

Principal address

Suite 69

Churchill House 137-139 Brent Street London NW4 4DJ

Independent Examiner

Anthony Epton BA FCA CTA FCIE

Goldwins

Chartered Accountants 75 Maygrove Road West Hampstead London NW6 2EG

Principal bankers

CAF Bank Limited

25 Kings Hill Avenue

Kings Hill West Malling Kent ME19 4JQ

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### TRUSTEES' ANNUAL REPORT

The Trustees are pleased to present their report and the Charity's accounts for the year ended 31 December 2022.

The financial statements, which are prepared in pounds sterling being the functional currency of the Charity, have been prepared in accordance with the accounting policies set out in the notes to the financial statements and comply with the Charity's Rules which are its governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) (the **Charities SORP**).

## Structure, governance and management

Friends of the Sick (Chevrat Bikkur Cholim) is an unincorporated association that was established in 1947. It was registered with the Charity Commission as a charity on 30 January 1961. The Charity's website is <a href="https://www.ukfos.org">www.ukfos.org</a>.

#### **Trustees**

The following trustees held office throughout the year:: Simon Sackman (President)
Richard Limburg
Joy Goldberg

The Trustees have read, and are cognisant of, the guidance relating to public benefit issued by the Charity Commission.

#### Objective

Friends of the Sick or (as it is fondly known by many) Bikkur Cholim aims to provide support and companionship to the vulnerable in the Jewish community in and around London. Our services are an important piece in the jigsaw of community welfare services. We sit between mainstream welfare organisations, which mostly no longer offer home support, and the entirely voluntary efforts of local synagogues. We are there when elderly or sick people, often living alone or with a dependent partner, need help but do not require full-time care or do not wish to move to a residential care home. Helping people to continue living in the familiar and comforting surroundings of their own homes is at the heart of what we do.

#### **Activity**

Friends of the Sick achieves its objective principally through one-on-one home visits to clients by our dedicated team of trained support workers; we are also able to offer telephone support. In 2022 we employed nine support workers. All our employees are Jewish and thus able to relate to clients when it comes to Kashrut and Jewish customs and practices. The vast majority of our support workers have worked for Friends of the Sick for many years.

Our support workers perform a range of tasks which vary according to the needs of the individual client. These include help with shopping, preparing meals, transporting the client to the doctor or a hospital appointment or simply chatting over a cup of tea or game of cards or taking them for a walk in a local park. Our support workers can also assist with minor administrative matters. These tasks may seem insignificant, but the companionship, social interaction and mental stimulation our support workers provide can make an enormous difference for those who might otherwise feel isolated and ignored. As a result many of our clients form close friendships with their support workers. Importantly, as well as helping the client what we do can bring much needed respite for clients' main carers.

### TRUSTEES' ANNUAL REPORT

Given the vulnerable status of our clients, the operational protocols that were introduced to minimise the risks associated with COVID-19 were kept in place. Accordingly, all support workers were throughout the year, and continue to be, provided with appropriate personal protective equipment for every visit they make.

Although over the course of the year the direct impact of COVID-19 thankfully receded, activity levels in 2022 remained below those reached in 2019, the last full year before the pandemic. In 2022 the Charity provided over 3,100 hours of support to 22 different clients. This represented a modest increase on 2021 when some 3,000 hours of support was provided to a total of 16 clients.

The majority of client referrals came from Jewish Care, with whom we have a good working relationship; we regularly liaise with front line social workers and attend appropriate seminars organised by Jewish Care. Other referrals were received from the Association of Jewish Refugees, synagogue welfare officers and recommendations from past clients or their relatives and through our website, which was completely redesigned and upgraded during the year.

Traditionally, Friends of the Sick mostly served the Jewish community in North West London, but as the community has moved to new areas in Greater London and beyond, so has Bikkur Cholim. In 2022 we supported clients in Swiss Cottage, Hampstead, Hampstead Garden Suburb, Hendon, Golders Green, Mill Hill, Southgate, Stanmore, Edgware, Wembley, Whetstone, Bushey, Borehamwood and Barnet.

#### Financial review

In 2022, against a difficult economic background, total income, from donations, contributions from clients and investment income, including a small amount of bank interest, was £89,312. This was a decrease of 9.8 per cent. on the previous year (2021: £99,058). Donations from individual donors and charitable trusts at £45,371 were 27 per cent. lower than in the previous year (2021: £62,188). As in the past, the majority of donation income came through the Rosh Hashanah appeal. No legacies were received in 2022, nor were there any in 2021.

We do seek a contribution from clients for the services we provide, but it remains our policy never to turn someone away for financial reasons. Where someone cannot afford our charges, these are reduced or waived altogether. Our charges are significantly lower than the cost of equivalent services available from commercial agencies. In 2022 contributions from clients (shown in the Statement of financial activities as income from 'Charitable activities') was £33,284 (2021: £27,402). These contributions covered some 78 per cent. of the salaries of support workers, who are paid an hourly rate slightly above the London Living Wage, and only one-third of total expenses for the year. Accordingly, we rely to a significant extent on the generous support of our donors.

Given the Charity's small size and the pressure on income, the Trustees are very conscious of the need to control costs. Despite the additional costs of providing support workers with PPE, total expenditure in 2022 at £99,859 was almost 6 per cent. lower than in the previous year (2021: £106,002). During the year the Charity moved out of its offices in Churchill House and now operates remotely through a virtual office; this has reduced costs but without any impact on operations.

The Charity had a net deficit for the year before unrealised losses on its listed investments of £10,547 (2021: £6,944).

#### Investments

In accordance with good governance, the Trustees regularly review the Charity's investment policy seeking to balance the need to maintain sufficient cash to meet operating expenses against higher yielding listed investments. The Trustees select investments based on research and taking into account the Charity's medium and long-term requirements.

## TRUSTEES' ANNUAL REPORT

Given the relatively low returns available on cash deposits during the majority of 2022, a substantial proportion of the Charity's assets continued to be held in Sterling Income units in M&G Equities Investment Fund for Charities (Charifund). Charifund aims to provide an annual yield above that available from the FTSE All-Share Index; an income stream that increases every year; and a level of capital growth, net of ongoing charges, that is higher than inflation over any ten-year period, as measured by the Retail Prices Index. At least 70% of the fund is invested in the shares of UK companies, with a focus on high-yielding stocks where the companies have the potential to grow their dividends over the long term. Charifund makes distributions four times a year, which produces a regular and relatively stable source of income for the Charity. Income from Charifund units in 2022 was £10,404 (2021: £9,339).

As at 31 December 2022 the market value of the Charifund units held by the Charity was £184,198 (2021: £195,062) resulting in an unrealised loss for the year of £10,864 (2021: gain £23,017). This loss is merely a reflection of the market value of those investments at the year-end. As at 16 June 2023 (the latest practicable date before the finalisation of these accounts) the market value of the Charifund units was £180,576.

The Trustees' policy is to maintain sufficient cash resources to cover expenses during periods when income receipts are low. The majority of donations are received during the second half of the year through the Rosh Hashanah appeal. Funds that are not invested and not required in the short-term are placed on deposit with various UK banks. Bank interest received in 2022 amounted to £253 (2021: £129). Since the year-end the Charity has transferred a substantial proportion of its surplus cash into a bank's 1-year fixed term bond yielding 3.5 per cent.

### Risk management

The Trustees are responsible for the management of risks faced by the Charity and all the Trustees are involved in considering and assessing those risks, both financial and non-financial.

The controls in place include:

- regular trustee meetings;
- a formal agenda for trustee meetings;
- planning and budgeting for financial commitments, including investments held;
- vetting procedures as required by law for the protection of the vulnerable; and
- · regular risk assessments.

The Trustees consider that they have identified the major risks faced by the Charity and are satisfied that appropriate steps have been taken, and continue to be taken, to mitigate such risks. Reserves are maintained at such a level as to enable the Charity to carry on meeting its charitable objectives for a minimum of a year should its income reduce substantially.

## TRUSTEES' ANNUAL REPORT

### Recruitment of trustees and training

The composition of the Charity's board of trustees is reviewed regularly with a view to achieving a spread of expertise, age and gender designed to facilitate the achievement of the Charity's objects. The Trustees seek to recruit members of the Jewish community living or working in areas in which the Charity operates who have an interest in the Charity's aims and the requisite skills.

The Trustees keep up to date on their responsibilities by various means, such as reviewing the websites of the Charity Commission and The Office of the Third Sector, attending relevant seminars and webinars and reading relevant periodicals.

### Key management personnel remuneration

The Trustees consider the board of trustees as comprising the key management personnel of the Charity in charge of directing and controlling the Charity and running and operating the Charity on a day to day basis. All the Trustees give of their time freely and no trustee remuneration was paid in the year. None of the Trustees received reimbursement of any expenses and there were no related party transactions with any of the Trustees.

#### Independent examination

For many years the Trustees opted to have Charity's annual accounts audited, even though an audit was not required by law. However, in recent years an audit had become increasingly onerous and costly. Having regard to this and recent broadening of the scope of an independent examination, the Trustees have decided to have an lindependent examination of the Charity's annual accounts, as they consider this to give sufficient comfort to both existing and future donors.

Accordingly, the Trustees have appointed Goldwins to carry out the independent examination of the Charity's annual accounts and they have replaced the previous firm of auditors.

## Statement of Trustees' responsibilities

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

The law requires the Trustees to prepare accounts for each financial year which give a true and fair view of the state of the Charity and of the incoming resources and application of resources of the Charity for that year.

In preparing these accounts the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

## TRUSTEES' ANNUAL REPORT

## Statement of Trustees' responsibilities (continued)

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the accounts comply with the Charities (Accounts and Reports) Regulations 2011 and the provisions of the Rules constituting the Charity. They 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.

So far as each of the Trustees is aware:

- a) there is no relevant information of which the independent examiner is unaware; and
- b) the Trustees have taken all relevant steps that they ought to have taken to make themselves aware of any relevant information and to establish that the independent examiner is aware of that information.

On behalf of the Trustees

Simon Sackman

President and Trustee

21 June 2023

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF FRIENDS OF THE SICK (CHEVRAT BIKKUR CHOLIM)

I report to the Trustees on my examination of the accounts of Friends of the Sick (Chevrat Bikkur Cholim) (the **Charity**) for the year ended 31 December 2022.

#### Responsibilities and basis of report

As the charity trustees of the Charity, you are responsible for the preparation of the Charity's accounts in accordance with the requirements of the Charities Act 2011 (the **Act**).

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 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 Act.

#### Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1. accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
- 2. the accounts do not accord with those records; or
- 3. the accounts do not comply with the 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 accounts to be reached.

Anthony Epton

Anthony Epton BA FCA CTA FCIE Goldwins Chartered accountants 75 Maygrove Road West Hampstead London NW6 2EG

22 June 2023

## FRIENDS OF THE SICK (CHEVRAT BIKKUR CHOLIM) Statement of financial activities for the year ended 31 December 2022

		Total funds 2022	Total funds 2021 restricted
	Note	£	£
Income Donations and legacies Charitable activities Investment income	2 3 4	45,371 33,284 10,657	62,188 27,402 9,468
Total income		89,312	99,058
Expenditure Raising funds Charitable activities	5 6	(2,161) (97,698)	(2,804) (103,198)
Total expenditure		(99,859)	(106,002)
Net (deficit)		(10,547)	(6,944)
Net (deficit)/gains on investments	10	(10,864)	23,017
Net movements in funds		(21,411)	16,073
Total funds brought forward		355,906	339,833
Total funds carried forward		334,495	355,906

## FRIENDS OF THE SICK (CHEVRAT BIKKUR CHOLIM) Balance sheet as at 31 December 2022

		2022 2021 All unrestricted	
	Note	£	£
Fixed assets			
Tangible assets Investments	9 10	184,198 	458 195,062
Total fixed assets		184,198	195,520
Current assets			
Debtors Cash at bank and in hand	11	8,286 147,801	8,988 155,270
Total current assets		156,087	164,258
Liabilities			
Creditors: Amounts falling due within one year	12	(5,790)	(3,872)
Net current assets		150,297	160,386
Total net assets		334,495	355,906
The funds of the Charity:			
Unrestricted funds		334,495	355,906
Total funds of the Charity		334,495	355,906

The Board of Trustees approved the accounts on 21 June 2023

Simon Sackman - President and Trustee

S. L. Sechna.

Richard Limburg - Trustee

## FRIENDS OF THE SICK (CHEVRAT BIKKUR CHOLIM) Statement of cash flows for the year ended 31 December 2022

for the year ended 31 December 2022	2022	2021
	£	£
Cash flows from operating activities:		
Net cash (used in) operating activities	(18,526)	(18,313)
Cash flows from investing activities:		
Dividends and interest from investments	10,657	9,468
Cash flows from tangible fixed assets		
Proceeds on sale	400	-
Net cash provided by investing activities and tangible fixed assets	11,057	9,468
Net cash (used in) financing activities	(7,469)	(8,845)
Change in cash and cash equivalents in the reporting period	(7,469)	(8,845)
Cash and cash equivalents at start of the reporting period	155,270	164,115
Cash and cash equivalents at end of the reporting period	147,801	155,270
Analysis of cash and cash equivalents		
Cash at bank - current and deposit accounts	147,801	155,270
	<del></del>	

## FRIENDS OF THE SICK (CHEVRAT BIKKUR CHOLIM) Reconciliation of net (expenditure)/income to net cash flows from operating activities for the year ended 31 December 2022

for the year ended 31 December 2022	2022 £	2021 £
Net (expenditure)/income for the reporting period (as per the Statement of financial activities)	(21,411)	16,073
Adjustments:		
Depreciation Unrealised gains/losses on investments Dividends and interest on investments Decrease/(Increase) in debtors Increase/(Decrease) in creditors	58 10,864 (10,657) 702 1,918	457 (23,017) (9,468) (1,761) (597)
Net cash (used in) operating activities	(18,526)	(18,313)

#### 1 Accounting policies

## Basis of preparation of accounts

The financial statements have been prepared in accordance with the Charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

The 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 the financial statements are rounded to the nearest  $\pounds$ .

The financial statements have been prepared under the historical cost convention modified to include the revaluation of certain financial instruments at fair value. The principal accounting policies adopted are set out below.

#### **Public benefit entity**

The Charity constitutes a public benefit entity as defined by FRS 102. The Charity is an unincorporated association that is domiciled in England and Wales.

#### Income and endowments

All items of income are accounted for when the Charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Voluntary income received by way of donations and grants is included in full when receivable and credited to either unrestricted or restricted income as appropriate.

Contribtions from clients are accounted for on a receivable basis, after making provision for bad or doubtful debts.

Investment income is included when receivable.

Legacies are accounted for as incoming resources, either on receipt or where the receipt of the legacy is virtually certain. The latter will be once confirmation has been received from the representatives of the estate that payment of the legacy will be made or property transferred once all conditions attached to the legacy have been fulfilled.

### **Grants**

Grants, whether from Government, Local Authorities or others, are recognised as an incoming resource when the Charity becomes entitled to them, which is when a formal offer of funding is communicated in writing to the Charity.

#### 1 Accounting policies

#### **Expenditure**

Expenditure includes irrecoverable VAT where applicable and is included on an accruals basis.

Charitable expenditure comprises those costs incurred by the Charity in the delivery of its activities and services for its beneficiaries. It includes costs that can be allocated directly to such activities as well as those costs of an indirect nature to support them.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the Charity and include audit/independent examination fees and costs linked to the strategic management of the Charity.

#### Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation, which has been provided at rates calculated to write down the asset to its estimated residual value over its useful life as follows:

Fixtures, fittings and equipment

25% on cost

#### Fixed asset investments

Fixed asset investments are primarily held to generate income and are included initially at cost price and subsequently at fair value (market value) at the balance sheet date. The Statement of financial activities includes the net gains and losses on revaluation and disposal throughout the year.

#### Financial instruments

The financial instruments of the Charity comprise bank balances, including monies on deposit, and debtors and creditors. Bank balances are accounted for based on cash held. Debtors and creditors are included at amounts settled after any discounts.

#### **Fund accounting**

Funds held by the Charity are either:

Unrestricted funds, which may be used in accordance with the charitable objects of the Charity at the Trustees' discretion; or

Restricted funds, which may only be used in accordance with the wishes of the relevant donors.

## 1 Accounting policies

## Critical accounting estimates and judgements

In the application of the Charity's accounting policies the Trustees are required to make judgements and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

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 where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

Total 2021
£
62,188 -
52,188
2021
£
27,402
2021 £
9,339 129
9,468

5	Raising funds	2022 £	2021 £
	Advertising and appeal expenses	2,161	2,804
		2,161	2,804
6	Charitable activities	2022	2021
		£	£
	Support workers' salaries and National Insurance Support workers' travel expenses and personal	42,302	44,044
	protective equipment	4,048	4,613
	Office and administration costs	45,420	50,913
	Bank and credit card charges	198	128
	Auditors' remuneration	570	3,500
	Independent examiner's fee	3,600	-
	Legal fees	1,560	-
		97,698	103,198
7	Governance costs		
	Governance costs included in charitable activities are:	2022	2021
		£	£
	Auditors' remuneration	-	3,500
	Auditors' fee adjustment	570	-
	Independent examiner's fee	3,600	-

8	Salaries	2022	2021
		£	£
	Support workers' salaries Office and administration salaries Employer's National Insurance Pension contributions	42,428 31,250 116 3,500	43,962 30,000 295 3,500
		77,294	77,757

The number of employees during most of the year was 10 (2021:10), which included 9 (2021:9) support workers. No employee earned over £60,000.

The Trustees are the key management of the Charity and no remuneration was paid, or expenses reimbursed, to any of them.

9	Tangible fixed assets	Furniture, fittings & equipment £
	Cost At 1 January 2022 Written off on disposal	7,825 (7,825)
	At 31 December 2022	_
	<b>Depreciation</b> At 1 January 2022 Charge for year Written off on disposal	7,367 58 (7,425)
	At 31 December 2022	-
	Net book value at 31 December 2022	-
	Net book value at 31 December 2021	458

Fixed asset investments	inves	Listed stments
		£
At 1 January 2022		195,062
Revaluation	_	(10,864)
At 31 December 2022		184,198
The listed investments comprise 12,534.57 Sterling Income Investment Fund for Charities (Charifund), which is managed by	units in M&G M&G Securities	Equities Limited.
Debtors	2022	2021
		2021 £
Other debters		7,577
	_	875
·	-	34
Taxation and social security	=	502
	At 1 January 2022  Revaluation  At 31 December 2022  The listed investments comprise 12,534.57 Sterling Income Investment Fund for Charities (Charifund), which is managed by Debtors  Other debtors Prepayments Gift Aid recoverable	At 1 January 2022  Revaluation  At 31 December 2022  The listed investments comprise 12,534.57 Sterling Income units in M&G Investment Fund for Charities (Charifund), which is managed by M&G Securities  Debtors  2022 £ Other debtors Prepayments Gift Aid recoverable

Listed

8,286

8,988

#### Creditors: Amounts due within one vear 12

Taxation and social security

Greators. Amounts due William ens year.	2022 £	2021 £
Taxation and social security costs Other creditors and accruals	331 5,459	3,872
	5,790	3,872

#### COVID-19 13

As set out in the Trustees Annual Report, the Trustees have considered the impact of COVID-19 on the accounts for the year ended 31 December 2022 and for the foreseeable future. The Trustees continue to keep relevant matters under review.

#### **GOING CONCERN** 14

The Trustees are of the opinion that the Charity is a going concern for the foreseeable future.

#### Related party transactions including trustee expenses 15

There were no transactions with any of the Trustees and none received any emoluments or expenses. The Charity has put in place trustee indemnity insurance, the annual premium for which is £351 (2021: £351).

#### 16 **Taxation**

The Charity is a registered charity and not liable to tax on its charitable activities other than value added tax paid, which is not recoverable.