



Charity Number 1171451

ANNUAL REPORT & ACCOUNTS

APRIL 2022 – MARCH 2023

Boroughbridge & District Community Care, 17 St James Square, Boroughbridge, York, YO51 9AR
Tel: 01423 324504 Email: admin@bcccharity.co.uk

BOROUGHBRIDGE & DISTRICT COMMUNITY CARE

ANNUAL REPORT & ACCOUNTS

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BOROUGHBRIDGE & DISTRICT COMMUNITY CARE

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OVERVIEW

Boroughbridge and District Community Care (BCC) is a charity providing a range of community services to an extensively rural area, its radius being approximately 15 miles, supporting Boroughbridge and 32 surrounding villages.

The demand for BCC's services from new clients continued to increase during this period, with referrals from the NHS, social services, other voluntary services, local GP surgeries, friends and family.

The office is located at 17 St James Square, Boroughbridge, YO51 9AR, telephone 01423 324504 and email at admin@bcccharity.co.uk.

Bankers: HSBC Bank

Independent Examiner: Malcolm Wilson

The Financial Statements were prepared by Nic Holmes, BCC Treasurer.

Board of Trustee meetings were held on 27 April 2022, 26 May 2022, 28 July 2022 (and AGM), 6 October 2022 and 19 January 2023.

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STRUCTURE, GOVERNANCE AND MANAGEMENT

Constitution:

Boroughbridge and District Community Care (BCC) is a Charitable Incorporated Organisation (CIO) and is managed by a Board of Trustees to fulfil its constitutional objects.

Organisational structure and decision making:

The Board of Trustees has overall responsibility for the charity in ensuring that it is well run and that it continues to deliver the charitable objects for the benefit of the people for whom it has been set up. During this period there were the maximum of 12 Trustees on the Board (as listed below).

The Board develops the strategy and agrees and maintains the vision, mission, and values of the charity. The Board meets around five times per year, excluding the AGM, when it discusses and monitors the work and performance of the charity.

Recruiting and appointing Trustees:

Trustee vacancies are advertised, and applicants are interviewed prior to meeting with the full Board. Induction into the workings of the Charity is carried out by the Chair.

Management/employees (all part-time):

Karen Parker, General Manager
Barbara Cleeland, Deputy General Manager
Sue Robson, Administration Assistant (appointed July 2022)
(Jan Seymour, Vaccination Coordinator left January 2023)

TRUSTEES during this period

Jules Preston (Chair from January 2023)
Nic Holmes (Treasurer)
Les Morrell (Chair until January 2023)
Elizabeth Anne Walker
Ian Hick
Geoff Hustwit
Elizabeth Vose
Jan Maltby
Lynn Fox
David Zucker (appointed July 2022)
Sue Jeyes (appointed October 2022)

Graham Archer (resigned January 2023)

Nic Holmes resigned as Treasurer at the April 2023 Trustee Board meeting and Sue Jeyes was subsequently appointed the new Treasurer.

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FINANCIAL REVIEW

During the financial year 2022-23 BCC continued to receive a final year of funding from North Yorkshire County Council to fulfil its Community Support Organisation (CSO) role by providing support services to the community as the country began to transition from the Covid pandemic. This was BCC's main source of funding in this period.

Other smaller amounts of funding came from Harrogate Borough Council through their Prevention Contract; NYCC Community Passenger Transport to support the charity's community voluntary car transport scheme; NHS Personalised Care Support Grant to provide online staff training and meetings with local health providers; Yorkshire Health for providing vaccination volunteers; NHS Winter Pressure Fund to provide to transport for discharged patients home from hospital; and Community House at Ripon to provide emergency food parcels.

The Charity has been fortunate in receiving significant funds from NYCC over the last three years as a CSO to support the community through the Covid pandemic and 2022/23 was the final year of that funding.

However, three year funding has been secured for 2023/24 to 25/26 from North Yorkshire Council for BCC to become a Community Anchor Organisation.

The Shawbrook investment bond matured in March 2023 and it is planned that this will be reinvested in 2023 together with an additional £25,000 from the HSBC current bank account to attain a good return and provide security for the charity.

RESERVES POLICY

The impact of the termination of the CSO funding is forecasting a significant shortfall of income against expenditure for the 2023/24 financial year. Should the charity not obtain substantial funding from other sources, the Trustees have decided that this shortfall will be met by taking funds from the charity's reserves.

The Trustees recognise that reserves have been supported by non-renewable income streams through the pandemic and will be partly consumed over the next one to two years in delivering expanded services. The reserves are allocated as follows:

- £45,000 to support operating costs for the projected shortfall in 2023/24
- £50,000 towards replacement of minibus (existing minibuses now 6½ years and 4 years old)
- £50,000 to support the 2023-2026 Strategic Plan
- £85,000 towards new office premises

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CHAIR'S REPORT

In April 2023 the NHS stated that the 'Covid-19 episode is now closed'. That may well be but many of the problems created by Covid-19 are still being felt. Add to that the economic climate with 10% inflation and even greater inflation on food prices, the services of BCC are still in great demand.

The BCC team and its volunteers have continued to provide a literal lifeline to many of the most vulnerable in our community. This has included shopping, picking up prescriptions, delivering food parcels, supporting the Community Larder with cash and volunteers, befriending calls, providing advice and direction or many other small acts of assistance such as gardening and coffee mornings, BCC was there for the community. Providing transport to help people get to hospital and doctor's appointments continues to be the mainstay of our efforts. Still very popular are the minibus trips to the likes of Beamish Museum in Durham and Doncaster Wildlife Park.

At the end of 2022-23 Trustees realised that the political scene with the formation of North Yorkshire Council and the end of the pandemic would result in changes in the way that organisations such as BCC attract funds and support. Funding schemes have come and gone. Expectations of BCC will no doubt change. The relationship with NYCC in 2022/23 continued to be strong and we were encouraged to build stronger relationships with other partners and networks in order to maximise the benefits for our community.

Having healthy financial reserves gives us the confidence to move forward. We have upgraded our IT systems which enables us to cope better with high levels of demand. We continue to look for premises which are better fit for purpose for staff and for those using our services. Our minibuses may need replacing and we can only continue to help the community of Boroughbridge and District if we retain the services of our staff and volunteers. As Trustees, we can certainly see the way forward.

Towards the end of 2022 the then Chair initiated discussions in respect of our aspirations to develop a Strategic Plan for BCC. I was appointed as Chair in January 2023 and have continued those discussions with support from the Trustees and the General Manager. It is expected that we will publish that Strategy by the middle of 2023. Importantly, we have recently been given Community Anchor Organisation status. The development of our Strategic Plan will be essential in order for us to retain that status for the benefit of our communities.

Trustee Membership

During 2022/23 we were pleased to welcome David Zucker and Sue Jeyes to the Board of Trustees and, in January, Graham Archer tendered his resignation. Our thanks to Graham for many years as a Trustee. I am pleased to say that Les Morrell, the previous Chair, is remaining as a Trustee. As the new boy I am grateful for that support and the freely given efforts of all of the Trustees.

I would especially like to thank the BCC team, well led by Karen Parker, and all of our wonderful volunteers for truly making a difference. New volunteers will be very welcomed.

And last but no means least we get support from a number of businesses and organisations. We receive many personal donations. The community of Boroughbridge and District thank you all. It genuinely would not be possible without you all.

Jules Preston MBE
Chair of the Board of Trustees

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GENERAL MANAGER'S REPORT

Volunteers

Boroughbridge & District Community Care has a team of 75 volunteers and an additional 38 Community Larder volunteers, who live within, support and engage with the communities of Boroughbridge and the 32 surrounding villages. Our volunteers are all DBS checked.

In March 2023, we hosted a buffet lunch at Minskip Village Hall to show appreciation to all our volunteers who give so generously of their time. Their acts of kindness make a huge difference to our community.

In total 113 volunteers gave 6783 hours of their time to support our community.

Community Support Organisation (CSO)

North Yorkshire County Council (NYCC) provided £36,000 of funding during this financial year 2022/2023. The funding for this period was provided to repurpose our response to the Covid Pandemic.

There was a renewed collective focus on recovery activities, which included supporting households during the cost-of-living crisis and the capacity to explore opportunities to build on the successful CSO, placed based model.

The Wellbeing and Prevention Support Services Contract

This was a North Yorkshire County Council funded contract to provide low level practical, social and other support to help people stay well. To provide information, advice and signposting and encourage support to address social isolation and loneliness.

The total contract value p.a was £104,979, divided by 3 partners, from which BCC received £4,000 p.a. The Agreement period was 1st October 2018 to 30 September 2022. The contract was extended by 6 months and ended on the 31st March 2023.

In November 2022, BCC successfully applied for a North Yorkshire Council, Stay Healthy, Independent and Connected Grant. We were awarded £15,000 p.a, for a period of 3 years. This grant commenced in March 2023.

The community services outlined in this report are aimed at building the resilience of our community and residents to live the life they want, supported by resources in their own community.

Social isolation and loneliness, physical and mental health inequalities and poverty are addressed. We provide a space where people have someone or somewhere to turn to when facing difficult times and to support them to find solutions to their challenges.

Community Larder

The Community Larder was formed in April 2022, jointly by Boroughbridge & District Community Care and 98 Boroughbridge Lions. The aims of the Community Larder is to engage with the community to reduce food waste and promote environmental action.

A £1000 grant was received to partially fund the start-up and running costs.

The Community Larder opens one day a week at Boroughbridge Methodist Church. It is operated almost entirely by volunteers, 38 in total, from all three organisations. Volunteers gave 575 hours of their time during this period.

Refreshments are provided to visitors of the Community Larder by volunteers from the Church.

In this period the Community Larder had 4188 visitors, which represents 9152 households. Just short of two tonnes of food was prevented from going to landfill.

Minibuses/ Volunteer Car Transport Scheme

BCC operates a volunteer car transport scheme, taking those in need to medical and other appointments of a wellbeing nature. During this period our volunteers provided 2666 journeys to such appointments. Two of our volunteers each contributed more than 6,000 miles in their own cars to serve our community in this car scheme.

A total of 29 outings to places of interest were delivered to 399 service users in our two 16 seat minibuses, supported by our volunteer minibus drivers. The minibuses supported by our volunteer drivers were used by schools, scout groups, village events, U3A and WI's. Our volunteer minibus drivers are all MIDAS trained.

Supported Shopping, Shopping and Prescription Deliveries. Befriending

Volunteers delivered shopping and prescriptions and supported individuals to shop. 494 people received this service during this period. 668 befriending telephone calls were made and 12 befriending visits.

Coffee Mornings

Volunteers from BCC hold a weekly coffee morning. There were 2171 people visited the coffee mornings during this period. A coffee morning was held in July, at Marton cum Grafton Village Hall and raised £465.17.

Emergency Food Support

A grant of £500 funded emergency food support to 34 households.

NHS Personalised Care Programme

BCC participated in this programme in January to March 2023. The aim of it was to raise awareness and understanding of the personalised care approach in line with the NHS Personalised Care Programme. Online training was provided to staff. BCC held a meeting with our local health care providers at Church Lane Surgery, the aim being to strengthen our partnership and knowledge of each organisation's skills and capacity. A grant of £2,000 paid to BCC funded this programme.

Gentle Exercise & Movement to Music Class

A new opportunity to improve health and wellbeing was offered to our community from March 2023. One of our volunteers is an 'Extend' qualified instructor in gentle exercise and movement and started a class which is ideal for older people or those with health, mobility or coordination difficulties.

It is a fun class which runs every two weeks. Refreshments are served at the end of the class providing time to relax and make new friends. A grant of £800 was received from Boroughbridge Lions to fund this class running for six months.

The following donations outlined do not reflect all those received, these are detailed in the Financial Statement. Numerous donations were received from individuals, local businesses and organisations within our community for which we are genuinely grateful.

Barratt Developments - £1000, Dunsforth Parish Council £200, Spar Cake Sale £169, Antique Society £851.74, Marton cum Grafton Open Gardens £400, Chamber of Trade £400 and Roecliffe Parish Church Raffle £755.

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FINANCIAL STATEMENTS FOR THE YEAR ENDED 5 APRIL 2023

Charity Number 1171451

17 St James Square

Boroughbridge

York, YO51 9AR

Receipts and Payments Account	Note	2023 £	2022 £
<i>Receipts</i>			
Grants	2	79,968	68,760
Fundraising and Donations	2	12,292	7,889
Charitable activities – income from clients	3	18,262	18,624
Investment income	4	1,330	1,132
Total receipts		111,852	96,405
<i>Payments</i>			
Fundraising costs	2	3,071	1,882
Costs of charitable activities	3	17,005	23,669
Salaries		61,274	52,992
Other administrative expenses	5	15,707	6,398
Total payments		97,057	84,941
Surplus of income over expenditure		14,795	11,464
Operating bank accounts brought forward		187,025	175,561
Operating bank accounts carried forward		201,820	187,025

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FINANCIAL STATEMENTS FOR THE YEAR ENDED 5 APRIL 2023

Statement of Assets and Liabilities	2023 £	2022 £
HSBC current account	127,601	72,202
Deposit accounts	74,219	114,823
Total operating bank accounts	201,820	187,025
COIF Charities Investment Fund shares at market value	31,310	32,975
Assets retained for the use of the charity	15,375	21,288
Total assets	248,505	241,288

The COIF investment comprises 1,673.11 income units of the Charities Investment Fund and is stated at the bid price on 31 March 2023 of £18.7137 per unit (*31 March 2022: £19.7087 per unit*). The historic cost of the investment was £16,874 and its value was £31,610 on 15 June 2023, being the latest practicable valuation date prior to these financial statements being approved by the trustees.

In the opinion of the trustees, fixed assets comprising equipment and furniture purchased in prior years are of negligible disposal value. Assets retained for the use of the charity comprise two minibuses, of which one was donated to the charity in October 2016. The other was purchased in February 2019 with the help of a North Yorkshire County Council grant (see note 6 below). The net disposal value of these vehicles is estimated to be £6,000 and £9,375 respectively (*2022: £6,000 and £15,288*).

At 5 April 2023 the charity had no liabilities (*2022: £nil*) and in neither year were any of the charity's assets charged as securities for amounts owing.

The Financial Statements were approved by the trustees at the annual general meeting on 29 June 2023 and signed on their behalf by

..... Chairman Treasurer

.....Secretary Dated 29 June 2023

BOROUGHBRIDGE & DISTRICT COMMUNITY CARE

FINANCIAL STATEMENTS FOR THE YEAR ENDED 5 APRIL 2023

Notes to the financial statements

Note 1 The financial statements are prepared on the receipts and payments basis.

Note 2	2023	2023	2022	2022
GRANTS & FUNDRAISING	Receipts	Payments	Receipts	Payments
	£	£	£	£
Grants				
NYCC grants	68,718	-	46,718	-
Harrogate Council	3,000	-	5,000	-
Yorkshire Health - vaccines	4,950	-	13,200	-
Ripon Community House	2,500	-	-	-
Boroughbridge Lions	800	-	-	-
Two Ridings Community Foundation	-	-	3,000	-
Locality Fund	-	-	300	-
Community House Ripon	-	-	542	-
	79,968	-	68,760	-
Fundraising & Donations				
Friday coffee mornings	1,926	274	575	94
Other fundraising activities	2,471	858	-	-
Donations	4,899	25	4,143	-
100 Club	2,973	1,530	3,019	1,425
Other	23	384	152	363
	12,292	3,071	7,889	1,882

Note 3	2023	2023	2022	2022
CHARITABLE ACTIVITIES	Receipts	Payments	Receipts	Payments
	£	£	£	£
Minibus journeys	13,857	10,928	4,523	6,624
Car transport	660	789	7,470	7,583
Lunch Club	2,885	2,885	6,456	6,770
Wheelchairs	200	-	175	-
Community larder	660	1,145	-	-
Personal protective equipment	-	494	-	518
Emergency food parcels	-	764	-	242
Post-covid volunteers' tea party	-	-	-	1,932
	18,262	17,005	18,624	23,669

BOROUGHBRIDGE & DISTRICT COMMUNITY CARE

FINANCIAL STATEMENTS FOR THE YEAR ENDED 5 APRIL 2023

Notes to the financial statements (continued)

Note 4 INVESTMENT INCOME	2023 £	2022 £
Bank & building society interest	419	238
COIF Charities Investment Fund dividends	911	894
	1,330	1,132

Note 5 OTHER ADMINISTRATIVE EXPENSE	2023 £	2022 £
Rent	4,252	3,000
Office equipment	6,160	288
Insurance	440	495
Telecommunications	1,864	1,793
DBS searches	404	223
Postage	56	128
Donations	-	50
Stationery	288	421
Bank charges	243	-
Secretarial support	600	-
Consultancy fee (strategic plan)	1,400	-
	15,707	6,398

Note 6 Purchased minibus

On 5 January 2019 the charity purchased a new minibus at a cost of £54,220 towards which a grant of £26,250 was received from NYCC. This grant is repayable on an annual sliding scale in the event that the minibus is disposed of within 5 years of purchase. Years 1 to 4 have passed and therefore the remaining potential repayment is 20% (£5,250) if the minibus is sold before 5 January 2024.

BOROUGHBRIDGE & DISTRICT COMMUNITY CARE
FINANCIAL STATEMENTS FOR THE YEAR ENDED 5 APRIL 2023

Independent Examiner's report to the trustees

I report on the financial statements of the charity for the year ended 5th April 2023 which are set out on the previous four pages.

Respective responsibilities of the Trustees and Independent Examiner

The charity's trustees are responsible for the preparation of the Accounts. 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.

It is my responsibility to

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145(5)(b) of the 2011 Act; and
- 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 accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts 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.

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FINANCIAL STATEMENTS FOR THE YEAR ENDED 5 APRIL 2023

Independent Examiner's report to the trustees (continued)

Independent Examiner's Statement

In connection with my examination, no matters have come to my attention;

1. which give me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



.....
Malcolm Wilson
Chartered Accountant 1979 – 2016 (now retired)
The Granary
Main Street
Great Ouseburn
York, YO26 9RQ

29 June 2023