

Charity number: 1092668
Company number: 4216137

East Sussex Foster Care Association
Directors' report and financial statements
For the year ended 31 March 2017

East Sussex Foster Care Association

Contents

| | Page |
|-----------------------------------|----------------|
| Company information | 1 |
| Trustee's report | 2 - 5 |
| Independent examiners' report | 6 |
| Statement of financial activities | 7 |
| Balance sheet | 8 - 9 |
| Notes to the financial statements | 10 - 12 |

East Sussex Foster Care Association

Trustees report

Charity number 1092668

Company registration number 4216137

Registered office 3rd Floor St Mark's House
14 Upperton Road
Eastbourne
East Sussex
BN21 1EP

Independent Examiner Dominic Hill Associates Limited
Archer House
Britland Estate
Northbourne Road
Eastbourne
East Sussex
BN22 8PW

The directors present their report and the financial statements for the year ended 31 March 2017.

Structure, governance and management

The charity is an incorporated association governed by its memorandum and articles of association, together with its constitution.

The following persons served as directors/trustees during the year;

Ms S Beesley BA (hons) - chair

Mr C K Thornton BA (hons) - treasurer

Mrs A H D Holder MBE

Mr M Thornborough

Ms T M Henderson

Ms J Hollobone – joined November 2016

Ms L Grosvenor – joined November 2016

MS L Chalcraft - joined November 2016

Trustees are appointed at the AGM with there being a minimum of three and a maximum of twelve. At the AGM one third of the trustees must stand down, often the longest serving trustees stand down first, but may choose to stand for re-election. All trustees must be members of East Sussex Foster Care Association and members can nominate themselves for election.

Objectives of the charity

The objectives of East Sussex Foster Care Association as set out in the Memorandum of Association are to promote all or any charitable purposes for the benefit of the community mainly but not exclusively within the County of East Sussex and in particular the advancement of the education of the public in matters relating to substitute care. In particular the education, training and support of foster carers and their families, the relief of Looked After Children, their Carers and their Carers' families by providing facilities and services in the interests of social welfare with a view to improving their conditions of life.

The Association is to support East Sussex Foster Carers and their families in their efforts to achieve the best possible outcomes for the children in their care by working in partnership with all appropriate statutory and voluntary agencies. It undertakes this task by offering a range of events, advocacy, training and support for the both the families and the children they care for. Its membership is comprised of East Sussex Local Authority registered Foster Carers and the managing group is formed by elected Trustees/Directors' from within that membership.

Activities, achievements and performance

The range of services/events East Sussex Foster Care Association offers usually includes an Annual Association Conference, with a training element identified by the membership beforehand – plus whenever possible a bi-annual large scale, 'open' training Conference, which provides the opportunity for well-respected speakers to address the Association and also allows for an element of income generation by making it available outside delegates. We have also developed a Carers Library of relevant texts, which may be borrowed and can help provide useful insights into a particular set of circumstances or behaviour a Carer may be faced with.

East Sussex Foster Care Association offers the Looked-After-Children a variety of value added and development opportunities. In the former area, these include a Xmas Party and Pantomime and a variety of day trips – wherever practicable these are made accessible to all the children, including those with disabilities. We also arrange residential trips to PGL where children get the chance to work on their team building skills and working with others, whilst achieving things they often never thought possible....all whilst having fun.

They have been so successful in their aims that 2 former Looked-After-Children now work at the PGL site as Leaders. These events also have the additional advantage of often providing Carers with some respite from challenging situations and often allow the children to see their Social Workers in a very different environment, as many will volunteer to join the trips. In recognition of the work the birth children of carers do, we also offer them access to similar trips, where they can get together and share common experiences and even solutions.

In order to help Looked-After-Children to develop their self-confidence, this year we have again run a Performing arts Project, called Inspire and based both on its success and demand for places, will do so again this coming year. We have also done ongoing work with the Local Authority, through the Virtual School, to provide Looked-After-Children with access to computers at home, to support their education – usually these will be recycled but fully functioning PCs/Laptops, being replaced/upgraded by the Authority – but are more than adequate for our children's use.

For older children, who are Leaving Care, we have, in the past, offered a developmental programme of mock interviews and preparation for work courses and successful completion/ full attendance will entitle those who attend, to vouchers to purchase suitable 'interview' clothing. This may well be resurrected in the coming year as we seek to make our work current across the entire age range of LAC in East Sussex.

We have also continued to work to provide children who are coming into care or are moving placement with suitcases, rather than suffer the indignity of having to use 'black bags' to carry their possessions. – Tripp Luggage has supported this venture in the past and we may well approach them again when our supplies of suitcases run out.

All of these events/services are usually significantly oversubscribed and run entirely on the basis of active fund raising, as we have a restricted regular income.

What limited financial support we do have, from the Local Authority, is to cover the Associations operational costs and allows us to provide independent support for any carer who may be the subject of an Allegation – a much valued resource for all Carers and one they hope they will never need.

Considerable effort has been made to ensure that the Associations Policies and structures are robust enough to meet our aims and this work resulted in us receiving the SQP Bronze Award. This process is ongoing; the Policies are regularly reviewed and amended as necessary, plus new ones, such as our recent Anti-Fraud Policy being introduced.

Financial review

The Association works hard to manage its limited resources and generate Funds in an increasingly difficult environment. The year ended 31 March 2017 saw incoming resources exceed outgoing resources by £14,511. The total funds at the end of the year were £70,761 - more than enough to support the charities ongoing activities. Restricted funds represent £21,414 of this, of which £10,000 is the restricted allocation of funding from the Authority for the Allegations Support work, which is made up to the start of the Financial Year to reflect the previous year's expenditure.

Restricted funds comprise of monies donated and raised for a specific Project and the charity cannot expend these funds on activities other than those for which the money was specifically received.

East Sussex Foster Care Association has ongoing Designated funding from the Authority of £20,000 per annum, which whilst it cannot be absolutely guaranteed year on year, currently ensures its back office functioning. In the unfortunate case that the charity may lose this funding, there are sufficient contingency reserves to keep it functioning for a full year, long enough to attempt to identify alternative funding, if the need ever arose.

Finally we must look to any opportunities to generate funds to expand our provision, and have already identified and found funding for two new Projects. These being a Project called, 'Stable Relationships', which is working with horses to develop Looked-After-Children's emotional awareness, which has received both academic interest and a Lottery Fund allocation. The other is 'Sibling Sunshine days', which aims to reunite siblings who have been separated by the Care process and allows them the chance to be together in a 'fun' environment – again we have managed to find some funding support for this venture. We are also looking at developing links with local businesses and have, for example, been fortunate enough to be the Arndale Centre's Sainsbury's Charity of the year, which has provided not only financial support and support in kind, but a group of staff genuinely committed to supporting the Association's work.

The Trustees/Directors have all been in post for some time now and are settling into their roles, they are well aware of the difficulties faced, but are very hopeful about being able to develop the Association's work in the future. With the funds and support available they have no doubts that East Sussex Foster Care Association will continue providing support to its beneficiaries into the foreseeable future.

Chairman's Review

The Directors submit their report together with the financial statements of the charity for the year ended 31st March 2017.

Welcome to our report for the Financial Year 2016-17, a year of significant change for the charity.

As acknowledged in last year's report, East Sussex Foster Carer Association's task for the last 12 months, has been to increase our effectiveness while maximising our efficiency within a revised framework, and simultaneously to upholding existing values that support East Sussex County Council's Fostering community.

I am delighted to say that we have achieved so much more this year than any of us could have hoped for, both from a business aspect in the development of our strengthened financial position and from a performance objective, as last year's innovative ideas have come to fruition and we are able to celebrate the success and increase in activities and projects.

We have achieved this through the dedication and hard work of our amazing team and by asking for feedback from our stakeholders and ensuring that all ideas brought to the table are explored and individuals are supported and encouraged to take a lead with projects, while working closely with the Committee and ESCC Fostering Department and benefiting from both their support and advice.

We are continuing to build a culture of 'shared knowledge' within the organisation to ensure that everybody understands the objectives of the Trustees in accomplishing and living up to our mission statement, which is to provide support, advice, advocacy, activities and training for our fellow Carers, their families and the children in their care throughout the County.

This concept of 'shared knowledge' is essential to ensure the continuity of our business model, given the inevitability of both Committee membership and staff changes. This year we have said goodbye to Heather Eserin and thank her for helping to induct our new member of staff. Heather has served ESFCA well in her administrative role and has always been there with a very hands-on approach. We wish Heather well in her new role with ESCC and look forward to keeping a link with her.

We welcome Anja Leeves on board as a Committee member, as well as Jane Hollobone, Liz Chalcraft and Lysette Grosvenor as Trustees and acknowledge the wealth of knowledge and enthusiasm all four will bring to the team.

Perhaps one of the most exciting and worthwhile objectives as a charity is our vision to build a community of engaged partners who share a common passion to help make a difference to the lives of looked after children and the families who care for them. In this regard we are delighted to have been voted to be Sainsbury's (Arndale Centre) community partner and have built a strong connection with the amazing staff team there, who are fully committed to our work.

It is now incumbent on us to continue to forge relationships with other community partners while continuing to work in close partnership with ESCC to ensure we preserve our relevance going forward.

The future for ESFCA is looking good, supported by Hannah Carter our Funding and Development Coordinator and Mandie Dugdale our new administrative support who have already shown tireless efforts to increase the credibility and visibility of ESFCA in our community. The resulting goodwill Hannah in particular is nurturing has become a huge asset to us and the relationships she is fostering with our supporters and partners will ensure ESFCA will prosper and continue to offer opportunities to the families and children in East Sussex Fostering community.

Finally my grateful thanks goes to the trustees, committee members and friends of the Association for their time and dedication not forgetting ESCC for their continued support and belief in ESFCA. My particular thanks goes to our vice Chair's, in particular Chris Thornton for his dedication to our staff and overseeing our financial affairs and Mark Thornbrough for his willingness to step in whatever the circumstance.

What strikes me the most is the energy and enthusiasm that I have witnessed from our team during a time of transition to our business model and the obvious success we have experienced, which enables us to deliver the support that our Fostering Community needs and deserves.

With Kind Regards

Susanne Beesley Chair

Date: 11 September 2017

East Sussex Foster Care Association

Independent examiner's report to the trustees on the unaudited financial statements of East Sussex Foster Care Association.

I report on the accounts of East Sussex Foster Care Association for the year ended 31 March 2017 set out on pages 2 to 12.

Respective responsibilities of trustees and independent examiner

The charity's trustees (who are also the directors of the company for purposes of company law) are responsible for the preparation of the accounts. The 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. I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act
- To follow the procedures laid down in the general directions given by the Charity Commission under section 145(5)(b) of the 2011 Act and
- To state whether particular matters have come to my attention

Basis of independent examiner's statement

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.

Independent examiner's statement

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

1. which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep proper accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Peter D Hill FCA

On Behalf Of
Dominic Hill Associates Limited
Archer House
Britland Estate
Northbourne Road
Eastbourne
East Sussex
BN22 8PW

14 September 2017

East Sussex Foster Care Association

Statement of financial activities (incorporating the income and expenditure account)

For the year ended 31 March 2017

| | Notes | Unrestricted funds £ | Restricted funds £ | 2017 Total £ | 2016 Total £ |
|--|-------|-------------------------|-----------------------|--------------------|--------------------|
| Incoming Resources | | | | | |
| Donations | | 2,112 | 1,393 | 3,505 | 622 |
| Core funding | | 20,000 | - | 20,000 | 20,000 |
| Advocacy support | | - | - | - | 2,665 |
| Subscriptions | | - | - | - | 2,755 |
| Fundraising | | 4,699 | - | 4,699 | 590 |
| Grants | | - | 21,112 | 21,112 | 620 |
| Contributions towards events | | - | - | - | 840 |
| Interest | | 8 | - | 8 | 49 |
| Total incoming resources | | 26,819 | 22,505 | 49,324 | 28,141 |
| Resources expended | | | | | |
| Conference | | - | - | - | 2,723 |
| Insurance | | 509 | - | 509 | 493 |
| General running expenses | | 700 | - | 700 | 173 |
| Pantomime | | - | 1,863 | 1,863 | 4,419 |
| Holiday project & PGL | | - | 6,326 | 6,326 | 2,857 |
| Disability holiday | | - | 880 | 880 | - |
| Performing arts project | | - | 632 | 632 | 1,916 |
| Day trips & Sibling Sunshine Days | | 253 | 4,863 | 5,116 | 5,414 |
| Intuitive Horse | | - | 2,550 | 2,550 | - |
| Advocacy support | | - | 4,293 | 4,293 | 902 |
| Salaries & pensions | | 9,159 | - | 9,159 | 8,848 |
| Christmas party | | - | 815 | 815 | 125 |
| Computer costs | | 200 | 52 | 252 | 170 |
| Training | | 30 | - | 30 | 1,376 |
| Accountants fees | | 1,688 | - | 1,688 | 1,067 |
| Total outgoing resources | | 12,539 | 22,274 | 34,813 | 30,483 |
| Net incoming/(outgoing) resources for the year/ Net income/(expenditure) for the year | | 14,280 | 231 | 14,511 | (2,342) |
| Transfers | | (2,093) | 2,093 | - | - |
| Total funds brought forward | | 37,160 | 19,090 | 56,250 | 58,592 |
| Total incoming resources | | 49,347 | 21,414 | 70,761 | 56,250 |

The notes on pages 8 to 10 form an integral part of these financial statements.

East Sussex Foster Care Association

Balance sheet

As at 31 March 2017

| | Notes | 2017 £ | 2016 £ |
|---|-------|---------------|---------------|
| Fixed assets | | | |
| Tangible assets | | - | - |
| Current assets | | | |
| Cash at bank and in hand | | 71,660 | 52,359 |
| Debtors & prepayments | 2 | - | 4,731 |
| | | <u>71,660</u> | <u>57,090</u> |
| Creditors: amounts falling due within one year | 3 | <u>(899)</u> | <u>(840)</u> |
| | | 70,761 | 56,250 |
| Net Assets | | <u>70,761</u> | <u>56,250</u> |
| Funds | | | |
| Unrestricted funds | 4 | 49,347 | 37,160 |
| Restricted funds | 5 | 21,414 | 19,090 |
| Total Funds | 6 | <u>70,761</u> | <u>56,250</u> |

The notes on pages 8 to 10 form an integral part of these financial statements.

East Sussex Foster Care Association

Balance sheet (continued)

Directors statements required by the Companies Act 2006 for the year ended 31 March 2017

In approving these financial statements as trustees of the company we hereby confirm:

(a) that for the year stated above the company was entitled to the exemption conferred by section 477 of the Companies Act 2006 ;

(b) that no notice has been deposited at the registered office of the company pursuant to section 476 of the Companies Act 2006 requesting that an audit be conducted for the year ended 31 March 2017.

(c) that we acknowledge our responsibilities for:

(1) ensuring that the company keeps proper accounting records which comply with section 386 and 387 of the Companies Act 2006, and

(2) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the year then ended in accordance with the requirements of sections 394 and 395, and which otherwise comply with the provisions of the Companies Act relating to financial statements, so far as applicable to the company.

These financial statements are prepared in accordance with the provisions of Section 1A 'Small Entities' of Financial Reporting Standard 102 'The Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The financial statements were approved by the board on 11 September 2017 and signed on its behalf by:

Ms S Beesley

Director and chair of trustees

The notes on pages 8 to 10 form an integral part of these financial statements.

Notes to financial statements for the year ended 31 March 2017

1. Accounting policies

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

1.1. Basis of accounting

The financial statements are prepared in accordance with the provisions of Section 1A 'Small Entities' of Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

1.2. Going concern

The trustees are of the view that the charity is a going concern and will continue for the foreseeable future.

1.3. Incoming resources

All incoming resources are included in the statement of financial activities 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 is received by way of donations and gifts and is included in full in the statement of financial activities when receivable. The value of services provided by volunteers has not been included.

Grants and incoming resources from charitable activities are recognised in full in the statement of financial activities in the year in which they are receivable.

Income from investments is included in the year in which it is receivable.

1.3. Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT, which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

1.4. Tangible fixed assets and depreciation

Expenditure on individual items of office and computer equipment costing less than £5,000 is written off in the period in which the expenditure incurred.

1.5. Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity. Restricted funds are specifically for particular areas and projects undertaken by the charity.

1.6. Average number of employees

The average number of employees during the year was 2. There are also a number of volunteer support workers.

East Sussex Foster Care Association

Notes to financial statements for the year ended 31 March 2017

2. Debtors and Prepayments

| | 2017 £ | 2016 £ |
|-----------------------|-----------|--------------|
| PAYE debtor | - | 3,141 |
| Prepayments | - | 6 |
| Accrued income | - | 1,360 |
| Overpaid bank charges | - | 224 |
| | <u>-</u> | <u>4,731</u> |

Accrued income relates to membership fees for the year ended 31 March 2016 provided by East Sussex County Council.

3. Creditors: amounts falling due within one year

| | 2017 £ | 2016 £ |
|-------------|------------|------------|
| Accountancy | 899 | 840 |
| | <u>899</u> | <u>840</u> |

4. Unrestricted funds

| | Balance at 01-Apr-16 £ | Incoming | Outgoing | Transfers | Balance at 31-Mar-17 |
|-----------------|------------------------------|---------------|-----------------|--------------|-------------------------|
| General fund | 29,411 | 6,811 | 306 - | 2,093 | 33,823 |
| Designated fund | 7,749 | 20,000 | 12,227 | - | 15,522 |
| | <u>37,160</u> | <u>26,819</u> | <u>12,539 -</u> | <u>2,093</u> | <u>49,347</u> |

East Sussex Foster Care Association

Notes to financial statements for the year ended 31 March 2017

5. Restricted funds

| | Balance at 01-Apr-16 £ | Incoming | Outgoing | Transfers | Balance at 31-Mar-17 |
|--------------------------|------------------------------|---------------|---------------|--------------|-------------------------|
| Computers for LACs | 308 | - | 52 | - | 256 |
| Advocacy support | 10,623 | - | 4,293 | - | 6,330 |
| Children who care | 1,199 | - | - | - | 1,199 |
| Performing arts projects | 1,668 | 1,080 | 632 | - | 2,116 |
| Disability holiday | 3,304 | - | 880 | - | 2,424 |
| Leaving care project | 1,613 | - | - | - | 1,613 |
| Christmas party | - | 743 | 815 | 72 | - |
| Luggage for LACs | 375 | - | - | - | 375 |
| PGL events | - | 4,305 | 6,326 | 2,021 | - |
| Sibling Sunshine Days | - | 4,917 | 4,863 | - | 54 |
| Intuitive Horse | - | 9,475 | 2,550 | - | 6,925 |
| Pantomime events | - | 1,985 | 1,863 | - | 123 |
| | <u>19,090</u> | <u>22,505</u> | <u>22,274</u> | <u>2,093</u> | <u>21,414</u> |

6. Analysis of net assets by fund

| | Unrestricted funds £ | Restricted funds £ | 2017 Total £ | 2016 Total £ |
|---------------------|----------------------------|--------------------------|--------------------|--------------------|
| Current assets | 50,246 | 21,414 | 71,660 | 57,090 |
| Current liabilities | (899) | - | (899) | (840) |
| | <u>49,347</u> | <u>21,414</u> | <u>70,761</u> | <u>56,250</u> |

7. Related party transactions

There were no related party transactions other than expenditure reimbursement made to trustees. These payments were supported by documentary evidence such as receipts, and approved for payment by a third party.