

CARERS TRUST LEA VALLEY CROSSROADS CARE SERVICE LIMITED
(Previously known as Crossroads Care Enfield Limited)

(A Company Limited by Guarantee)
No: 03732504

REGISTERED CHARITY NUMBER 1075261

TRUSTEES REPORT AND FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2017

CARERS TRUST LEA VALLEY CROSSROADS CARE SERVICE LIMITED
(A Company limited by guarantee)

Contents

	Page
Legal and Administrative Information	1
Trustees' Report	2 to 4
Independent Examiners Report	5 to 6
Statement of Financial Activities	7
Balance Sheet	8
Cash Flow Statement	9
Notes to the Financial Statements	10 to 14

Directors and Trustees : -

Chief Officer & Secretary

- Jill Raines

Company Registration Number

- 3732504

Charity Registration Number

1075261

Registered Office

- Community House
311 Fore Street
London
N9 0PZ

Independent Examiner

S. Francis-Joseph FCCA
Anthony Joseph & Co. Limited
Chartered Certified Accountants
& Registered Auditors
Business & Technology Centre
Bessemer Drive
Stevenage
Herts. SG1 2DX

Bankers

- CAF Bank
25 Kings Hill Avenue
West Malling
Kent ME19 4JQ

Barclays Bank PLC
Lower Edmonton
North East London Group
London N18 2BY

1

CARERS TRUST LEA VALLEY CROSSROADS CARE SERVICE LIMITED

TRUSTEES AND DIRECTORS REPORT

The Trustees are pleased to present their annual report and financial statements for the year ended 31st March 2017.

Objectives of the Charity and How Our Activities Deliver Public Benefit

The objectives of the charity are to relieve the stresses experienced by Carers and people with physical, mental or sensory impairment within the family home. We aim to achieve this by offering a respite service through the provision of community support workers and, at the discretion of the Management Committee and in exceptional circumstances, to provide such care support workers for disabled people who live alone. Our service is predominantly provided to Enfield Residents; however, we are able to operate across Greater London and surrounding areas.

Achievements for the Year

The charity is pleased to report we spent 29,652 hours supporting the respite care service for the financial year to 31st March 2017.

Our Staff are critical to the success of Carers Trust Lea Valley Crossroads Care Service and during the year we maintained a high retention rate. We have inducted additional staff while also continuing with our comprehensive training programme for existing staff members.

We are registered with the Care Quality Commission and continue to be fully compliant.

Objectives for the future

To develop partnership working that enhances funding opportunities. To explore new areas of work to maintain sustainability.

To continually strengthen our staff development programme to support our aim to keep staff retention high.

To strive to improve the quality of our respite care service.

To work more closely with the Enfield Carers' Centre.

To secure funding to sustain and increase capacity of the Transition Worker Project to reach more Carers of young people.

To continue reviewing the existing business and outline new opportunities for the future.

Finance

The charity works closely with the London Borough of Enfield who provides the major part of the funds by way of service level agreements. Funding for the year (which includes Clinical Commissioning Group funding) amounted to £342,054 (2016: £342,054).

The charity generated income of £192,559 (2016: £197,437) from services sold.

The trustees are always looking at ways to raise funds by donations, sponsorship appeals and legacies. Donations received amounted to £7,349 (2016: £16,951). The charity is pleased to state that during the year a substantial legacy of £40,000 was gratefully received from the estate of the late Miss Patricia Ellen Carpenter. Miss Carpenter was a family carer who benefitted from our service over 25 years ago and remained a supporter of the organisation.

We also received donations from other organisations that appreciate the unique service we provide. The Trustees would like to say thank you to all the individuals and organisations for their generosity.

The charity's reserve policy is to maintain sufficient funds to meet staff salaries, wages, sickness and redundancy pay for a period of 3 months. As at 31st March 2017 our total reserves were £405,351 (2016: £396,325).

The Charity's expenditure for the year to 31st March 2017 was £582,995 (2016: £629,986). The Trustees continue to monitor costs to ensure services are delivered in a efficient and cost effective manner.

Structure and Governance

The organisation is a charitable company limited by guarantee, incorporated on the 15th March 1999 and registered as a charity in April 1986. The company was established under a memorandum of association which established the objects and powers of the charitable company and is governed under its articles of association. There is a Board of Trustees which is responsible for the general management of the Charity and they usually meet every six weeks. The Chief Executive who, is appointed by the Trustees, manages the day to day operations.

Appointment of Trustees

Trustees with the relevant skills and experience are invited to attend management meetings as an observer. Once appointed all Trustees go through an induction process which includes spending time with the Chair and Chief Executive to get a full understanding of the charity. Trustees are also encouraged to attend seminars and training courses appropriate to the charity.

Risk Management

A risk management system is in place and reviewed regularly. A sub-committee takes the lead on this work in reviewing all of the risk areas.

Statement of Trustees Responsibilities

The trustees (who are also directors of the charity for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these 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 judgments and accounting 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; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees confirm that they have properly discharged their responsibilities in accordance with the above.

Approval

This report was approved by the board of Directors and Trustees on 1st December 2017 and signed on its behalf by:



Mrs. Geraldine Frances Orfeur
Chair/Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
CARERS TRUST LEA VALLEY CROSSROADS CARE SERVICE LIMITED**

(A company limited by guarantee)

I report on the financial statements of the company for the year ended 31 March 2017 as set out on pages 7 to 14.

This report is made solely to the charity's trustees, as a body, in accordance with Section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity's trustees as a body, for my work, for this report, or for the opinions I have formed.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the financial statements. 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. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Association of Chartered Certified Accountants

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

- examine the financial statements 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 where particular matters have come to my attention.

Basis of independent examiner's report

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

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
CARERS TRUST LEA VALLEY CROSSROADS CARE SERVICE LIMITED**

(A company limited by guarantee)
(Continued)

Independent examiner's statement

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

- a) which gives me reasonable cause to believe that in any material respect the requirements:
- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare financial statements which accord with the accounting records and to 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

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



S. Francis-Joseph FCCA
Anthony Joseph & Co. Limited
Chartered Certified Accountants
& Registered Auditors
Business & Technology Centre
Bessemer Drive
Stevenage
Herts. SG1 2 DX

Date: 1 December 2017

CARERS TRUST LEA VALLEY CROSSROADS CARE SERVICE LIMITED
(A company limited by guarantee)

Statement of Financial Activities
For the year ended 31 March 2017

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds 2017 £	Total Funds 2016 £
Incoming Resources						
Voluntary Income - Donations		7,349			7,349	16,951
Voluntary Income - Legacy		40,000			40,000	
Investment Income - Bank Interest		2,470			2,470	2,883
Incoming resources from charitable activities:						
Grants	2			348,804	348,804	368,554
Sale of Services	3	192,559			192,559	197,437
Other incoming resources	4	839			839	113,621
Total incoming resources		243,217	-	348,804	592,021	699,446
Resources Expended:						
Charitable Activities	5	246,032		336,963	582,995	629,986
Total resources expended		246,032		336,963	582,995	629,986
Net Income/(Outgoing) Resources before transfers		(2,815)		11,841	9,026	69,460
Transfers between funds	13	(30,000)	30,000			
Net movement in funds/Net income/ (expenditure) for the year						
Balance brought forward at 1 April 2016		85,257		311,068	396,325	326,865
Balance Carried Forward	13	52,442	30,000	322,909	405,351	396,325

The notes on pages 10 to 14 form part of these accounts

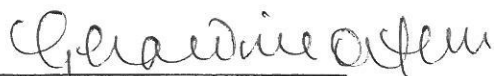
CARERS TRUST LEA VALLEY CROSSROADS CARE SERVICE LIMITED
(A company limited by guarantee)
Balance Sheet at 31 March 2017

	Notes	2017		2016	
		£	£	£	£
Fixed Assets					
Tangible assets	9		2,609		9,308
Investments	10		30		-
			<u>2,639</u>		<u>9,308</u>
Current Assets					
Debtors	11	35,133		113,868	
Cash at bank and in hand		<u>504,936</u>		<u>412,787</u>	
		<u>540,069</u>		<u>526,655</u>	
Less Creditors: amounts falling due within one year	12	<u>(137,357)</u>		<u>(139,638)</u>	
Net Assets			<u>402,712</u>		<u>387,017</u>
			<u>405,351</u>		<u>396,325</u>
Funds					
General Funds:					
Unrestricted funds			52,442		85,257
Designated Funds			30,000		-
Restricted funds			322,909		311,068
Total Funds	13		<u>405,351</u>		<u>396,325</u>

For the financial year in question the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.
No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.
The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

The accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The accounts were approved by the board on 1 December 2017 and signed on its behalf by:



Mrs. Geraldine Frances Orfeur
Trustee/Treasurer

The notes on pages 10 to 14 form part of these accounts

CARERS TRUST LEA VALLEY CROSSROADS CARE SERVICE LIMITED

CASHFLOW STATEMENT FOR THE YEAR ENDED 31 MARCH 2017

	Note	2017 £	2016 £
Net cash inflow/(outflow) from operating activities	13	89,679	3,158
Returns on investments and servicing of finance	14	2,470	2,883
Increase/(decrease) in cash in the period		<u>92,149</u>	<u>6,041</u>
Reconciliation of net cash flow to movement in net debt	15	<u>92,149</u>	<u>6,041</u>
Increase/(decrease) in cash in the period			
Movement in net funds in the period		92,149	6,041
Cash and Cash Equivalents at the start of the Year		<u>412,787</u>	<u>406,746</u>
Cash and Cash Equivalents at the end of the Year		<u>504,936</u>	<u>412,787</u>

The notes on pages 9 -13 form part of the accounts

CARERS TRUST LEA VALLEY CROSSROADS CARE SERVICE LIMITED
(A company limited by guarantee)
Notes to the accounts for the year ended 31 March 2017

1) Accounting Policies

(a) Basis of preparation

These financial statements have been prepared under the historical cost convention. The financial statements have been prepared in accordance with the 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 (FRS102) (effective 1 January 2015)-(Charities SORP (FRS102)), the Financial Reporting Standard applicable to the UK and Republic of Ireland (FRS102), and the Companies Act 2006.

The Charity meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transition value unless otherwise stated in the relevant accounting policy note(s)

In preparing the financial statements the trustees have considered whether in applying the accounting policies required by FRS102 and the Charities SORP FRS102, the restatement of comparative items was required. After due consideration, it was concluded that no restatement of the comparatives was required.

The financial statements have been prepared on a going concern basis. In arriving at this conclusion the trustees have taken into account any material uncertainties that may affect the charity's ability to continue as a going concern. The period covered by this assessment is at a minimum level of 12 months from the date of the approval of the accounts.

(b) Incoming resources

Voluntary income including donations, gifts and grants that provide core funding or are of a general nature are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability. Such income is only deferred when:

- The donor specifies that the grant or donation must only be used in future accounting periods; or
- The donor has imposed conditions which must be met before the charity has unconditional entitlement.

Investment income is recognised on a receivable basis.

Income from charitable activities includes income received under contract or where entitlement to grant funding is subject to specific performance conditions is recognised as earned (as the related goods or services are provided). Grant income included in this category provides funding to support performance activities and is recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

(c) Resources expended

Resources expended are included in the Statement of Financial Activities on the accruals basis inclusive of VAT which cannot be recovered. Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them. Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management.

(d) Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less accumulated depreciation. Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life as follows:

Fixtures, fittings and equipment - 10% to 33% on cost

CARERS TRUST LEA VALLEY CROSSROADS CARE SERVICE LIMITED
(A company limited by guarantee)
Notes to the Accounts for the year ended 31 March 2017

(e) Funds structure

The charity has a number of restricted income funds to account for situations where a donor requires that a donation must be spent on a particular purpose or where funds have been raised for a specific purpose.

All other funds are unrestricted funds.

f) Pensions

The organisation operates a final salary pension scheme. The costs recorded in the accounts are the scheduled contributions in the year.

g) 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.

h) Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments in deposits or similar accounts.

(i) 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.

2) Grants Received - Restricted

	2017 Total £	2016 Total £
London Borough of Enfield	300,026	300,026
Enfield CCG	42,028	42,028
The Henry Smith Charity	6,250	25,000
London Vesta College	-	1,500
Carers Trust	500	-
	<u>348,804</u>	<u>368,554</u>

3) Sale of Services - Unrestricted

	2017 Total £	2016 Total £
In addition to the provision of care under the core scheme, sales of services for the provision of personal care have been made in the year as follows:		
Voluntary and charitable organisations	92,474	101,494
Independent living fund recipients	9,960	10,431
Private clients	90,125	85,512
	<u>192,559</u>	<u>197,437</u>

4) Other Incoming Resources

	2017 Total £	2016 Total £
Sundry Income	839	-
Proceeds on closure of Waltham Forest Crossroads	-	113,621
	<u>839</u>	<u>113,621</u>

CARERS TRUST LEA VALLEY CROSSROADS CARE SERVICE LIMITED
(A company limited by guarantee)
Notes to the Accounts for the year ended 31 March 2017

5) Direct Charitable Expenditure

	Unrestricted funds £	Restricted funds £	2017 Total £	2016 Total £
Staff costs (including Employers NI contribution Recruitment & Training and Pension Costs)	222,511	304,215	526,726	534,873
Travel Costs	1,627	1,638	3,265	4,482
Office Expenses	15,168	15,168	30,336	61,184
Governance Cost (Note 6)	1,525	2,200	3,725	10,574
Management & Administration (Note 7)	5,201	13,742	18,943	18,873
	<u>246,032</u>	<u>336,963</u>	<u>582,995</u>	<u>629,986</u>

6) Governance

	Unrestricted funds £	Restricted funds £	2017 Total £	2016 Total £
Independent examiners fee		2,200	2,200	3,510
Legal & Professional Fees	1,525		1,525	7,064
	<u>1,525</u>	<u>2,200</u>	<u>3,725</u>	<u>10,574</u>

7) Management and Administration

	Unrestricted funds £	Restricted funds £	2017 Total £	2016 Total £
Office Services	5,201	6,119	11,320	11,387
Depreciation		7,623	7,623	7,486
	<u>5,201</u>	<u>13,742</u>	<u>18,943</u>	<u>18,873</u>

8) Staff costs

	2017 Total £	2016 Total £
Wages and salaries	484,363	487,285
Social security costs	28,370	28,643
Pension costs	9,155	9,177
	<u>521,888</u>	<u>525,105</u>

No employee received emoluments of more than £60,000 (2016: Nil). No trustee received any remuneration in respect of their role as trustee.

The average monthly number of employees was 25 (2016:29).

The key management personnel of the charity comprise the Trustees and the CEO. The total employee benefits of the key management personnel of the charity was £52,958 (2016:£53,088).

CARERS TRUST LEA VALLEY CROSSROADS CARE SERVICE LIMITED
(A company limited by guarantee)
Notes to the Accounts for the year ended 31 March 2017

9) Fixed Assets

	Fixtures, Fittings & Equipment	Total
	£	£
Cost		
At 1 April 2016	61,716	61,716
Additions in year	924	924
At 31 March 2017	<u>62,640</u>	<u>62,640</u>
Depreciation		
At 1 April 2016	52,408	52,408
Charge for the year	7,623	7,623
At 31 March 2017	<u>60,031</u>	<u>60,031</u>
Net book Value 31 March 2017	<u>2,609</u>	<u>2,609</u>
Net Book Value 31 March 2016	<u>9,308</u>	<u>9,308</u>

9) Fixed Asset Investment

The investment relate to a 100% interest in a dormant company Crossroads Care North East London SPV Ltd.

11) Debtors

	2017 £	2016 £
Trade Debtors	31,779	106,866
Other Debtors and Prepayments	3,354	7,002
	<u>35,133</u>	<u>113,868</u>

12) Creditors: Amounts due within one year

	£	£
Trade Creditors	133,648	128,821
Other Creditors and Accruals	3,709	10,817
	<u>137,357</u>	<u>139,638</u>

13) Analysis of Assets and Liabilities between Funds

	Unrestricted Funds £	Designated Funds	Restricted Funds £	Total £
Tangible Fixed Assets			2,609	2,609
Fixed Asset Investment	30			30
Net Current Assets/(Liabilities)	52,412	30,000	320,300	402,712
	<u>52,442</u>	<u>30,000</u>	<u>322,909</u>	<u>405,351</u>

Restricted Funds - To carry out projects as specified by the funders.

Unrestricted Funds - These funds are for the use at the discretion of the organisation but within the terms of the objectives.

Designated Funds - Funds set aside by the Board to meet any unforeseen contingency costs.

CAREERS TRUST LEA VALLEY CROSSROADS CARE SERVICES LIMITED
NOTES FORMING PART OF THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2017

Note

13 RECONCILIATION OF THE NET (OUTGOING)/INCOMING RESOURCES TO NET CASH INFLOW/(OUTFLOW) FROM OPERATING ACTIVITIES

	2017	2016
	£	£
Net incoming/(outgoing) resources	9,026	69,460
Depreciation charges	7,623	7,486
Interest received	(2,470)	(2,883)
(Increase)/Decrease in debtors	78,735	(61,369)
(Decrease)/Increase in creditors	(2,281)	(9,536)
Fixed Assets Additions	(954)	-
Net cash inflow/(outflow) from operating activities	<u>89,679</u>	<u>3,158</u>

14 ANALYSIS OF CASH FLOWS FOR HEADINGS NETTED IN THE CASH FLOW STATEMENT

	2017	2016
	£	£
Returns on investments and servicing of finance	£	£
Interest received	<u>2,470</u>	<u>2,883</u>
Net cash inflow for returns on investments and servicing of finance	<u>2,470</u>	<u>2,883</u>

15 ANALYSIS OF CHANGES IN CASH AND CASH EQUIVALENTS

	At 1.4.16	Cash flow	At 31.3.17
	£	£	£
Net Cash:			
Cash at bank	<u>412,787</u>	<u>92,149</u>	<u>504,936</u>
Total	<u>412,787</u>	<u>92,149</u>	<u>504,936</u>