

REGISTERED CHARITY NUMBER: 1160519

**Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 March 2018
for
Central Cheshire Buddy Scheme**

Buxton Accounting LLP
Chartered Accountants
98 Middlewich Road
Northwich
Cheshire
CW9 7DA

Central Cheshire Buddy Scheme
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for the Year Ended 31 March 2018

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Central Cheshire Buddy Scheme

Report of the Trustees for the Year Ended 31 March 2018

The trustees present their report with the financial statements of the charity for the year ended 31 March 2018. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number
1160519

Principal address

1A Nevis Drive
Woolstanwood
Crewe
Cheshire
CW2 8UH

Trustees

Mrs A Triner	
Mrs A Williams	
Mrs D Murray	
Mrs H Spencer	
Dr J McMurtrie	- resigned 1.6.18
Mr S Lawley	
Mr J Edwards	
Mr B Ellison	- appointed 1.6.18

Independent examiner

David William Buxton BSc (Jt Hons) FCA
Fellow of the ICAEW
Buxton Accounting LLP
Chartered Accountants
98 Middlewich Road
Northwich
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STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes an unincorporated charity.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

OBJECTIVES AND ACTIVITIES

Objectives and aims

To preserve and protect the health and well-being of children and young people with disabilities (up to the age of 25), their family and carers living in Cheshire and the surrounding areas, by the provision of respite opportunities for parents and carers of a disabled child as a break from their caring roles and responsibilities, the provision of a range of support and recreational and leisure time activities, provided in the interests of social welfare designed to improve their conditions of life.

The number of children (115) carers (50) and siblings (22) has reduced in 2017-2018 due to a refocusing of work from the Macclesfield and Congleton areas to Crewe, Nantwich, Alsager and Sandbach. This was also due to changes in funding sources. CCBS also support 22 disabled adults as part of a project called Changing Lives.

Central Cheshire Buddy Scheme

Report of the Trustees for the Year Ended 31 March 2018

ACHIEVEMENT AND PERFORMANCE

Charitable activities

In 2017- 2018 CCBS secured 3 main contracts from: Cheshire East Council, the Steve Morgan Foundation and The Peoples Heath Trust

2017- 2018 CCBS secured £21,000 in funding from Cheshire East Council for short breaks for disabled children and young people as part of the early help offer from East Cheshire Council. Trustees and staff agreed to focus on the Crewe and Nantwich area. CCBS are over delivering on all contracts for Cheshire East Council. Early help funds 5 activity clubs each month including the 1-2-1 swimming club, 1-2-1 after school club, Saturday club, Wingate Centre (holidays) and Youth club.

2017- 2018 CCBS also secured £29,000 in funding per year from The Steve Morgan Foundation to support 2 part time managers to work with families of a disabled child, specifically families in crisis. The funding will be used to support families to apply for essential benefits, access essential local services, liaise with key professionals, offer support at CHiN and CAF meetings. The funding will also be used to support the organization to capacity build, seeking additional funding, developing policies, staff training, improving services provided by CCBS.

2017- 2018 CCBS secured £25,000 in funding from The Peoples Health Trust for the Changing Lives project to support adults with disabilities to reduce social isolation and to give them a support network each week to meet friends. The project runs twice a week on a Tuesday and Friday.

In 2017- 2018 CCBS secured funding to support 3 specific projects

2017- 2018 CCBS secured £8,000 in funding from Tesco Bags of help to run the Back to Nature and 'Lets Grow' projects. The Back to Nature project involved running activities for disabled children and young people to get them out and about in the natural environment, building Dens, making camp fires, pond dipping, collecting leaves etc The Lets Grow project focused on the Alton street allotment where different groups grew fruit and vegetables while tending the allotment. The bags of help funding made a huge difference to both projects.

2017- 2018 CCBS secured £7,000 funding from the Co-Op and the Williams Foundation for the Crewe All Rounders group. This is a weekend 'out and about' group where the children are taken to different places to be involved in a range of activities including swimming, cycling, trampolining, the beach, Cadbury world, Blackpool pleasure beach etc. The group gives children new opportunities, new experiences and an opportunity to visit new places with friends.

2017- 2018 CCBS secured £1,400 funding from Active Cheshire to support the Siblings group. The group consists of young carers who have a disabled brother or sister. The aim of the group is to give the sibling carers a break from their caring role and offer support.

In this financial period CCBS took 40 children on 2 Residential breaks to the Calvert Trust and the Isle of Man. Each residential lasted 3/4 days and involved a range of activities. This provides a short break for children, young people and carers, enabling children to develop essential life skills, increase confidence and self esteem.

2017-2018 CCBS worked with 15 different partner organisations to fund raise and develop activities suitable for disabled children and young people. These included The Morgan Foundation, ASDA Crewe, Tesco Crewe, Morrisons Crewe, Cheshire Police, The probation service, Men in Sheds, NCS (National citizens service), Crewe and Nantwich Rotary club, Up and Under Foundation, Siemens, Kindertons Accident management, Waitrose, Wishing Well, AS sports

Central Cheshire Buddy Scheme

Report of the Trustees for the Year Ended 31 March 2018

FINANCIAL REVIEW

David Buxton FCA of Buxton Accounting LLP, Chartered Accountants and Business Advisers, were appointed as the charity's Independent Examiner.

This report has been prepared in accordance with the Statement of recommended practice: Accounting and Reporting by Charities (issued in March 2005) and in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small entities; and approved by the Trustees.

The charity's income in the year was £134,535 (2017: £174,547). After expenditure of £157,352 (2017: £132,967) a deficit of £22,817 is reported. General Reserves carried forward amounted to £97,509 (2017: £120,326).

FUTURE DEVELOPMENTS

CCBS will continue to support children and young people with disabilities and their families in the geographical area of Cheshire East through activity clubs, trips, days out and residential breaks. New activity clubs will be introduced to meet the specific needs of local disabled children and young people.

These will be offered to the young people themselves, their siblings and their parents or legal carers. We intend to continue to deliver commissioned services for both Cheshire East Council; and to build links with other statutory, voluntary and charitable organisations, such as The Steve Morgan Foundation, Co-op, Tesco bags of help and the Williams Foundation, to secure funding and support our service users.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The organisation is a charitable trust managed by 7 Trustees who oversee the running of CCBS. The trustees meet once every quarter (4 times a year) to discuss and review the operations of the organisation.

Each year the Trustees carry out a full review of the policies and procedures of CCBS. The Trustees remain unchanged for the year 2017-2018.

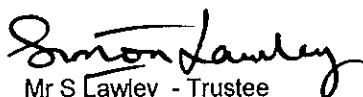
Management of risk is considered at Trustee and management meetings and steps are taken to mitigate as appropriate. These are kept under regular review.

Procedures are in place for authorisation of transactions, contracts and projects. Safeguarding is always discussed at Trustee meetings and a review of safeguarding policies and procedures is conducted annually and submitted to Cheshire East Council.

All staff are DBS checked and volunteers received both safeguarding and first aid training in this year.

CCBS employs 9 members of staff, 1 full time, 3 part time (18-32hrs) 6 seasonal staff (8hrs a month). 21 volunteers aged 15-60 years. The Trustees meet regularly with staff, volunteers, beneficiaries and local businesses. They are also involved in some of the activities and trips.

Approved by order of the board of trustees on 23 January 2019 and signed on its behalf by:


Mr S Lawley - Trustee

**Independent Examiner's Report to the Trustees of
Central Cheshire Buddy Scheme**

I report on the accounts for the year ended 31 March 2018, which are set out on pages five to nine.

Responsibilities and basis of report

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

I have examined your charity's accounts as required under section 145 of the Charities Act 2011 ('the Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

My role is to state whether any material matters have come to my attention giving me cause to believe:

1. that accounting records were not kept as required by section 130 of the Act; or
2. that the accounts do not accord with those records; or
3. that the accounts do not comply with the accounting requirements of the Act; or
4. that there is further information needed for a proper understanding of the accounts.

Independent examiner's statement

I have completed my examination and have no concerns in respect of the matters (1) to (4) listed above and, in connection with following the Directions of the Charity Commission I have found no matters that require drawing to your attention.



David William Buxton BSc (Jt Hons) FCA
Fellow of the ICAEW
Buxton Accounting LLP
Chartered Accountants
98 Middlewich Road
Northwich
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CW9 7DA

23 January 2019

Central Cheshire Buddy Scheme

**Statement of Financial Activities
for the Year Ended 31 March 2018**

	Notes	Unrestricted fund £	Restricted fund £	2018 Total funds £	2017 Total funds £
INCOMING RESOURCES					
Incoming resources from generated funds					
Voluntary income		134,363	-	134,363	174,458
Other incoming resources		172	-	172	89
RESOURCES EXPENDED					
Charitable activities					
Grants made		15,764	2,944	18,708	15,171
Employee costs		138,644	-	138,644	117,796
Total resources expended		154,408	2,944	157,352	132,967
NET INCOMING/(OUTGOING) RESOURCES		(19,873)	(2,944)	(22,817)	41,580
RECONCILIATION OF FUNDS					
Total funds brought forward		117,382	2,944	120,326	78,746
TOTAL FUNDS CARRIED FORWARD		97,509	-	97,509	120,326

The notes form part of these financial statements

Central Cheshire Buddy Scheme

Balance Sheet
At 31 March 2018

	Notes	Unrestricted fund £	Restricted fund £	2018 Total funds £	2017 Total funds £
CURRENT ASSETS					
Cash at bank and in hand		98,619	-	98,619	121,526
CREDITORS					
Amounts falling due within one year	4	(1,110)	-	(1,110)	(1,200)
NET CURRENT ASSETS		<u>97,509</u>	<u>-</u>	<u>97,509</u>	<u>120,326</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>97,509</u>	<u>-</u>	<u>97,509</u>	<u>120,326</u>
NET ASSETS		<u>97,509</u>	<u>-</u>	<u>97,509</u>	<u>120,326</u>
FUNDS	5				
Unrestricted funds:					
General fund				97,509	117,382
Restricted funds:					
Balley Thomas Fund				-	2,944
TOTAL FUNDS				<u>97,509</u>	<u>120,326</u>

The financial statements were approved by the Board of Trustees on 23 January 2019 and were signed on its behalf by:


Mr S Lawley -Trustee

Central Cheshire Buddy Scheme

Notes to the Financial Statements for the Year Ended 31 March 2018

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Charities Act 2011 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2018 nor for the year ended 31 March 2017.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2018 nor for the year ended 31 March 2017.

Central Cheshire Buddy Scheme

Notes to the Financial Statements - continued for the Year Ended 31 March 2018

3. STAFF COSTS

	2018	2017
	£	£
Wages and salaries	110,493	98,013
Social security costs	8,120	5,998
Other pension costs	3,730	-
	<u>122,343</u>	<u>104,011</u>

The average monthly number of employees during the year was as follows:

	2018	2017
Employees	<u>9</u>	<u>9</u>

No employees received emoluments in excess of £60,000.

4. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2018	2017
	£	£
Other creditors	<u>1,110</u>	<u>1,200</u>

5. MOVEMENT IN FUNDS

	At 1.4.17	Net movement in funds	At 31.3.18
	£	£	£
Unrestricted funds			
General fund	117,382	(19,873)	97,509
Restricted funds			
Bailey Thomas Fund	2,944	(2,944)	-
TOTAL FUNDS	<u>120,326</u>	<u>(22,817)</u>	<u>97,509</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	134,535	(154,408)	(19,873)
Restricted funds			
Bailey Thomas Fund	-	(2,944)	(2,944)
TOTAL FUNDS	<u>134,535</u>	<u>(157,352)</u>	<u>(22,817)</u>

Central Cheshire Buddy Scheme

Notes to the Financial Statements - continued for the Year Ended 31 March 2018

5. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.16 £	Net movement in funds £	At 31.3.17 £
Unrestricted Funds			
General fund	78,746	38,636	117,382
Restricted Funds			
Bailey Thomas Fund	-	2,944	2,944
TOTAL FUNDS	<u>78,746</u>	<u>41,580</u>	<u>120,326</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	170,547	(131,911)	38,636
Restricted funds			
Bailey Thomas Fund	4,000	(1,056)	2,944
TOTAL FUNDS	<u>174,547</u>	<u>(132,967)</u>	<u>41,580</u>

6. RESTRICTED FUNDS

Bailey Thomas Fund

This fund was completed in May 2017 and the note below is provided for reference purposes. No balance remains within the fund.

Bailey Thomas was a charitable foundation which provides funding to support groups working with people with a learning disability. The aim of the funding is to support groups to help people with a learning disability to develop skills, reduce social isolation, be part of the community and be out and about. We received £4,000 which they required us to put in a ring fenced account. At the end of the finance period we are required to send them a report and bank statements. Funding can cover venue hire, activity costs, equipment, fuel etc.

Central Cheshire Buddy Scheme
Detailed Statement of Financial Activities
for the Year Ended 31 March 2018

	2018 £	2017 £
INCOMING RESOURCES		
Voluntary Income		
Donations and legacies	134,363	174,444
Other income	-	14
	<u>134,363</u>	<u>174,458</u>
Other incoming resources		
Bank interest received	172	89
	<u>172</u>	<u>89</u>
Total Incoming resources	134,535	174,547
RESOURCES EXPENDED		
Charitable activities		
Other expenditure	196	100
Grants made	17,766	14,781
	<u>17,962</u>	<u>14,881</u>
Employee costs		
Wages and salaries	110,493	98,013
Employer's National Insurance	8,120	5,998
Pensions	3,730	-
	<u>122,343</u>	<u>104,011</u>
Support costs		
Management		
Training expenses	120	220
Temporary staff costs	746	70
	<u>866</u>	<u>290</u>
Other		
Vehicle fuel costs	5,423	5,046
Vehicle licence and insurance	2,054	1,475
Vehicle maintenance	17	744
Travel and subsistence	61	233
	<u>7,555</u>	<u>7,498</u>
Premises costs		
Rent and venue hire	2,227	1,987
Premises maintenance	1,119	38
	<u>3,346</u>	<u>2,025</u>
General administrative costs		
Insurance	535	186
Information and publications	-	35
Carried forward	535	221

This page does not form part of the statutory financial statements

Central Cheshire Buddy Scheme
Detailed Statement of Financial Activities
for the Year Ended 31 March 2018

	2018 £	2017 £
General administrative costs		
Brought forward	535	221
Postage and couriers	31	116
Computer software and information technology	521	117
Printing and stationery	1,576	966
sundry expenses	245	300
Telephone, fax and broadband	262	138
Uniforms	274	713
	<u>3,444</u>	<u>2,571</u>
Legal and professional fees		
Accountancy and bookkeeping	1,836	1,691
	<u>157,352</u>	<u>132,967</u>
Total resources expended		
	<u>157,352</u>	<u>132,967</u>
Net (expenditure)/income	<u>(22,817)</u>	<u>41,580</u>