

THE CARA TRUST
(A Registered Charity and Company Limited by Guarantee)

REPORTS AND FINANCIAL STATEMENTS

For the period 1 April 2017 – 31 May 2018

Registered Charity No. 328124
Registered as a Company in England & Wales No. 2284056

THE CARA TRUST
(Company limited by guarantee)

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For the period 1 April to 31 May 2018

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THE CARA TRUST
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TRUSTEES ANNUAL REPORT
For the period 1 April 2017 to 31 May 2018

Introduction

The Trustees present the Annual Report and Accounts for The Cara Trust for the period 1 April 2017 – 31 May 2018.

The purpose of this document is to report on our activities during that period in order to meet our legal responsibilities as both a charity and a company limited by guarantee, as well as to demonstrate how we work towards achieving our Mission, which is all about ***making life better for people with HIV*** – especially on the issues of ageing and poverty.

At the end of this report period we completed a merger with our friends at a very similar charity based in Hammersmith; River House Trust. That is the reason why this report period is extended to the end of May. In future we will operate under the name of the River House Trust – largely because we are now based together, in a house, by the river!

Please contact us at the address below if you would like further copies of this report or additional information. It will also be available at our website www.riverhouseuk.org

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Legal status

Cara is a company limited by guarantee (No: 2284056) and a registered charity (No: 328124).

Council of Management

Ian Govendir (Chairman)
Nimrod Ben-Cnaan (Secretary)
Frances Forsbrey (Treasurer)
Angela Byakwaga
Dr Pepe Catalan
Rev. Chris Rogers

Chief Executive

Mr Chris Woolls (employee)

Registered office

River House
Furnival Gardens
(off Rutland Grove)
London W6 9DJ

Tel: 020 8753 5190

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www.riverhouseuk.org

Independent Examiner

Mario Koureas FCCA
Hetherington and Co Ltd
Chartered Certified Accountants
289 Green Lanes, Palmers Green
London N13 4XS

Bankers

Barclays Bank Plc
137 Ladbroke Grove
London W11 1PR

Solicitors

Ambrose Sappelbe
7 New Square
Lincoln's Inn
London WC2 3RA

Investment Managers

CCLA Investment Management Ltd
80 Cheapside
London EC2V 6DZ

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Members of the Council of Management (hereafter referred to as Trustees), who are also directors of the charity for the purposes of company law, and trustees for charity law, submit their annual report and accounts of The Cara Trust for the financial year 2017 – 2018. The Trustees confirm that this document complies with current statutory requirements, those of the charity's governing document and the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities', issued by The Charity Commission 2005, as well as the guidance contained within 'CC15b - Charity Reporting & Accounting – The essentials', The Charity Commission 2009, and Public benefit: reporting 2013.

Structure, governance and management

The Cara Trust is governed by its Memorandum & Articles of Association, which were signed and registered on 11 July 1988. The Certificate of Incorporation of a Private Limited Company was issued on 4 August 1988.

Trustees are appointed for a 3-year term, with the option of having this extended to 2 further consecutive terms.

Trustees are appointed at the Annual General Meeting or, where there are casual vacancies, by the Board itself. The charity is not a membership organisation as such – members of the company are comprised of the Trustee Board.

During the year at least one third of Trustees were people living with HIV; some others identify as being affected by the virus and its impact, whilst others were keen to bring their expert skills and knowledge to the charity's mission.

Care is taken to seek to ensure an appropriate ethnic and gender balance, although we could do better. The Board meets 6 – 8 times per year. Details of the members serving during this year are shown above.

Recruitment is through a variety of methods; advertising via 2nd tier organisations, amongst service users and through word of mouth. Please contact us for a copy of our Trustee recruitment policy.

All new Trustees receive an induction pack containing relevant information about the organisation, as well as publications from the Charity Commission and National Council of Voluntary Organisations.

Trustees are provided with access to a range of training & information resources; including role specific courses, e-learning, charity seminars and HIV specific publications.

Trustees are responsible for:

- Approving the organisation's major strategies and plans and reviewing progress in achieving them.
- Reviewing and approving the organisation's funding strategy including an annual budget; overseeing financial control and ensuring it is maintained appropriately.
- Directing the production of audited accounts and annual report.
- Directing development and review of all policies required for the efficient, safe and lawful operation of the organisation's activities.
- Ensuring employment of staff necessary to conduct the organisation's business.
- Ensuring, as far as is practically possible, that all available resources are applied to furthering the charity's objectives with maximum effect.
- Ensuring the organisation works within the rules of the Charity Commission and the law.

Trustees are not involved in the day to day implementation or operation of the above. That is delegated to the staff team.

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TRUSTEES ANNUAL REPORT
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The trustees who served during the period were:

Ian Govendir (Chairman)
Nimrod Ben-Cnaan (Secretary)
Frances Forsbrey (Treasurer) -Retired 25.2.2019
Angela Byakwaga
Dr Pepe Catalan
Rev. Chris Rogers

At the end of this period all Cara Trustees were offered the opportunity to join the new River House board. Frances Forsbrey took this opportunity to retire.

The staff team is led by the Director, Chris Woolls, and comprised:

Helen Byatereka - African programme leader (part-time)
Alex Huggins – Home Share development (part-time)
Clive Preece - Social work manager, older people (part time)
Fiona Reid - Social worker (part-time)
Miatta Tucker – Fundraising & Evaluation

In addition, our volunteer team delivered numerous services at our premises and in community settings.

Vision Statement

The Cara Trust was founded in 1988 by Fr. David Randall as a response to the evolving challenges presented by HIV/AIDS. Whilst we are open and accessible to anyone with HIV, we try to focus our limited resources on working to support those people with the highest levels of need, whether that's due to poverty, ill-health, isolation or age.

Policies and objects

Cara has, at its core, a framework of policies which have been developed within a context of confidentiality and equality of opportunity. All policies are reviewed regularly.

We have a clear and focused strategy for the provision of one-to-one and group social welfare support delivered by workers, students and volunteers. We try to provide this support and care where people are – in the community, in medical settings, at Cara, or in partnership with other organisations. These services are underpinned by our aim to be a model organisation in terms of the recruitment, training and supervision of all our human resources – staff, volunteers and Trustees.

In summary, the charity's **objects** are:

- The relief of sickness by the provision of pastoral care, support and advice for people living with or affected by HIV;
- The promotion and facilitation of theological and spiritual reflection upon HIV and its impact on individuals and society;
- The promotion of any charitable purpose intended to provide relief to people who have lost a loved one to HIV/AIDS;
- The advancement of education and training for individuals and faith communities wishing to offer spiritual, emotional and practical support to people living with or affected by HIV.

There have been no changes in our objects since the last annual report.

Our objectives for the year have remained focused on providing services for people living with HIV.

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Public benefit

When planning our activities for the year, the trustees have considered the Charity Commission's guidance on public benefit:

- Trustees are clear that there are identifiable benefits to the work that we do – some of these are identified below;
- Trustees are clear that these benefits are for a section of the public (people living with or affected by HIV);
- Trustees are clear what the benefits are, again some are discussed below;
- Trustees are clear that those benefits relate to our aims – which they clearly do;
- Trustees are clear that those benefits outweigh any potential detriment or harm.

Review of activities

2017 – 2018, in common with much of the sector, has been about ensuring we continue meeting the needs of people with HIV in the context of ongoing statutory funding cuts, increased competition for voluntary funding and increasing levels of need. In addition we've continued looking at becoming more specialised in our work – with the possibility of focusing exclusively on needs associated with ageing and extreme poverty.

Trustees have kept to their decision not to introduce postcode entitlement to our services – they remain free of charge and open to all who may need them. Often people with HIV might choose not to use a service in their locality, due to the impact of real or perceived stigma and discrimination and concerns about their own confidentiality.

Service delivery remains community based and responsive to our users' needs. In line with London epidemiology, our service users are predominantly people originally from sub-Saharan Africa and UK/EU gay men.

Services we provided include:

- ❖ One-to-one emotional and peer support;
- ❖ Case-work, advocacy and practical support;
- ❖ African people's support programme;
- ❖ Open access peer support group;
- ❖ 50+ older people's social group;
- ❖ 50+ housing support & Home Share programme;
- ❖ HIV & Ageing seminar series;
- ❖ Small grants advocacy project;
- ❖ Food bank.

The outcomes that all these services aim to meet include;

- ❖ A reduction in emotional support related issues;
- ❖ An increase in independence and community involvement;
- ❖ Improvement in physical and/or mental well-being;
- ❖ A reduction in social isolation;
- ❖ Increased access to peer support and/or friendship networks;
- ❖ A reduction in financial exclusion / poverty related needs.

The policy context within which we operate remains influenced by a number of factors:

- ❖ Poverty – particularly as experienced by people living on benefits, asylum seekers surviving on below benefit level of income, and undocumented migrants surviving on good will and the invisible / untaxed economy. HIV aside, poverty, both relative and absolute, remains one of the biggest common denominators amongst our members;

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- ❖ Stigma and discrimination experienced by people living with HIV;
- ❖ Additional layers of stigma and discrimination experienced by gay men and African communities;
- ❖ Ageing – people with HIV in London are a rapidly ageing cohort;
- ❖ Lack of understanding of the diverse and variable needs of people with the virus at political and service commissioning level.

We are fully signed up to the principle that services for people living with HIV should be provided in a holistic and joined up manner. At Cara we meet specific needs and are clear that other organisations are best placed to meet other needs. To that end we place a priority on fostering collaborative partnerships and networks that best serve our users.

Our **key partners** this year have been:

Social workers across London Boroughs – particularly Brent, Kensington & Chelsea and Wandsworth.

Age Concern Kensington & Chelsea, Ammerdown Centre.

Bloomsbury Clinic & Patient Reps.

Camden Citizens Advice Bureau; Central London Community Healthcare; Central & North-West London NHS Trust; Central West London HIV & Sexual Health Forum; City Harvest; Clevedon Forbes Fund.

Family Holiday Association; Fare Share; Food Chain; Fund for Human Need.

Gilead; R L Glasspool Charity.

Hammersmith & Fulham Volunteer Centre; Home Office.

Kensington & Chelsea District Nursing Trust; Kensington & Chelsea Social Council; Kensington Palace; Heinz, Anna & Carol Kroch Foundation.

League of the Helping Hand

Margaret's Fund; Mary MacArthur Holiday Trust

National AIDS Manual; National AIDS Trust; National Council for Voluntary Organisations; Newby Trust.

Open Age; Ogilvie Charities.

Positive East; Positively UK.

River House Trust; Royal Parks Foundation

Society for the Relief of Distress; Straited Circumstances Fund

Talisman Trust, Terrence Higgins Trust

United Charities of St. Paul's (Covent Garden); University College London Hospital; University of West London.

Various London churches; Voluntary Action Westminster; Volunteer Centre Kensington & Chelsea; Volunteering Matters.

Westminster Almshouses Foundation; Westminster Amalgamated Charity; Westminster Volunteer Centre.

YMCA Positive Health programme; Dr Mike Youle.

During this reporting period we delivered smoking cessation programme together with the River House Trust.

Volunteers.

Volunteers continue to play a huge role in the delivery of Cara services and in helping us to improve the lives of our clients.

Roles undertaken by volunteers included: buddy, catering, data-entry, trustee, group facilitator, and grant applications support.

In our 2017 survey of volunteers, **95% said that they felt positively valued by Cara. 72% of our volunteers are living with HIV**, which helps meet our goal of increasing opportunities for people with HIV to be more involved in the organisation and delivering services (if they choose to). **80% of volunteers told us that Cara helped improve their skills, confidence and self-esteem.**

At Cara we are very grateful for the skills and expertise that our volunteers bring – without them we would be unrecognisable. We'd like to say a very big thank you to all of you.

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Fundraising

Cara diversified its fundraising a number of years ago and will continue to do so over the years ahead. We would like to thank all our major financial supporters, without whom our continued operation would not be possible:

City Bridge Trust
Comic Relief
Gordon Family Fund
Gilead
Henry Smith Charity
Hyde Park Place Estate Charity
Lloyds Bank Foundation
London Community Foundation
MAC AIDS Fund
Sport England
Strand Parishes Trust
Wandsworth Oasis Trading Co. Ltd

Extra special thanks to our individual and faith community supporters.

Risk management

Trustees have adopted a risk management approach to their work overseeing the charity, with many procedures implemented to minimise potential impact on the charity should any of those risks materialise. The charity's risk register is reviewed every two years.

Financial review

Total income generated in the period was £250,172 of which £79,024 related to unrestricted funds and £171,148 related to restricted funds. In overall terms this reflects an increase of just over 8% compared to 2017. Total resources expended from unrestricted funds were £118,024 resulting in an overspend of £39,000 for the period. The overspend was cushioned, to some extent by investment gains of £2,713 on both sale and revaluation. The overall excess expenditure for the period was therefore £36,287 and this together with reserves brought forward meant that unrestricted reserves stood at £22,872 at the period end date.

Restricted fund expenditure was £151,389 and this resulted in an underspend of £19,759 which was mainly attributable to timing of expenses. This underspend together with restricted reserves brought forward meant that restricted reserves stood at £37,018 at the period end date.

Investment

Cara's investments are in two accounts managed by CCLA. At 31 May 2018 the value of these funds was £42,964. The charity spent £30,000 from these funds during the period.

Reserves policy

It was the policy of the trustees during the period under review to maintain reserves which was adequate to provide for the appropriate winding down of operations should the need arise, and the discharge of all responsibilities. This was set at an amount equal to between one half – one year of our annual budget plus the cost of any redundancies.

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Post balance sheet event

On 1st June 2018 the charity merged with The River House Trust, a UK Registered Charity with similar aims and objectives. The merger was undertaken by way of transfer of the entire undertaking of The Cara Trust to The River House Trust.

Small company special provisions

The report of the Council of Management has been prepared taking advantage of the small companies' exemption of section 415A of the Companies Act 2006.

It was approved, and authorised for issue, by the Council of Management on 15 May 2019 and signed on its behalf by:


Ian Govendir
Chair

INDEPENDENT EXAMINERS' REPORT TO THE TRUSTEES OF THE CARA TRUST

I report on the financial statements of The Cara Trust for the period ended 31 May 2018, which are set out on pages 10 to 19.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 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.

Independent examiner's statement

Since the charity's gross income exceeds £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I can confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

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

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. The accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities.

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.



M Koureas FCCA
For and on behalf of Hetherington & Co
Chartered Certified Accountants
Second Floor, 289 Green Lanes,
Palmer's Green, London N13 4XS

Dated: 15 May 2019

THE CARA TRUST

Statement of Financial Activities for the period 1 April 2017 to 31 May 2018 (Including the Income and Expenditure Account)

	Note	Unrestricted Funds 2018 £	Restricted Funds 2018 £	Total 2018 £	Total 2017 £
Income & Endowments from:					
Donations & Legacies	4	78,911	171,148	250,059	230,899
Investments	5	113	-	113	117
Total income		<u>79,024</u>	<u>171,148</u>	<u>250,172</u>	<u>231,016</u>
Expenditure on:					
Raising funds	6	1,921	-	1,921	2,084
Charitable activities	7	116,103	151,389	267,492	255,239
Total expenditure		<u>118,024</u>	<u>151,389</u>	<u>269,413</u>	<u>257,323</u>
Net gains on investments		2,713	-	2,713	10,002
Net expenditure for the period		<u>(36,287)</u>	<u>19,759</u>	<u>(16,528)</u>	<u>(16,305)</u>
Transfers between funds		-	-	-	-
Net movement in funds		<u>(36,287)</u>	<u>19,759</u>	<u>(16,528)</u>	<u>(16,305)</u>
Reconciliation of funds:-					
Total funds brought forward		59,159	17,259	76,418	92,723
Total funds carried forward		<u>22,872</u>	<u>37,018</u>	<u>59,890</u>	<u>76,418</u>

The notes form an integral part of these financial statements.

THE CARA TRUST
Balance Sheet as at 31 May 2018
(Company Number 2284056)

	Note	£	£	2017	£
Fixed assets					
Tangible assets	13		7,542		2,724
Investments held as fixed assets	14		<u>42,964</u>		<u>70,251</u>
			50,506		72,975
Current assets					
Debtors	15	23,387		7,995	
Cash at bank and in hand		<u>13,805</u>		<u>37,153</u>	
		37,192		45,148	
Creditors: amounts falling due within one year	16	<u>(27,808)</u>		<u>(41,705)</u>	
			9,384		3,443
Total net assets of the charity			<u>59,890</u>		<u>76,418</u>
Represent by:					
Unrestricted Revenue Funds	21		22,872		59,159
Restricted Revenue Funds	21		<u>37,018</u>		<u>17,259</u>
Total charity funds			<u>59,890</u>		<u>76,418</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the period ended 31 May 2018.

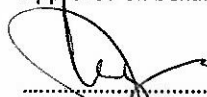
The members have not required the company to obtain an audit of its financial statements for the period ended 31 May 2018 in accordance with Section 476 of the Companies Act 2006.

The Trustees acknowledge their responsibilities for:

- a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved on behalf of the Board of Trustees on 15 May 2019 and signed on its behalf by:-



IAN GOVENDIR
 Trustee

The notes form an integral part of these financial statements.

THE CARA TRUST

Notes to the Accounts for the period 1 April 2017 to 31 May 2018

1. Accounting policies

a) Basis of preparation and accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum and Articles of Association, the Companies Act 2006 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)' (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The principal accounting policies adopted are set out below.

b) Income recognition

Income, whether from exchange or non exchange transactions, is recognised in the statement of financial activities (SOFA) on a receivable basis, when a transaction or other event results in an increase in the charity's assets or a reduction in its liabilities and only when the charity has legal entitlement, the income is probable and can be measured reliably.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained, then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

Income from government and other grants are recognised at fair value when the charity has entitlement after any performance conditions have been met, it is probable that the income will be received and the amount can be measured reliably. If entitlement is not met then these amounts are deferred.

Income subject to terms and conditions which must be met before the charity is entitled to the resources is not recognised until the conditions have been met.

All income is accounted for gross, before deducting any related fees or costs.

c) Recognition of liabilities and expenditure

A liability, and the related expenditure, is recognised when a legal or constructive obligation exists as a result of a past event, and when it is more likely than not that a transfer of economic benefits will be required in settlement, and when the amount of the obligation can be measured or reliably estimated.

Liabilities arising from future funding commitments and constructive obligations, including performance related grants, where the timing or the amount of the future expenditure required to settle the obligation are uncertain, give rise to a provision in the accounts, which is reviewed at the accounting year end. The provision is increased to reflect any increases in liabilities, and is decreased by the utilisation of any provision within the period, and reversed if any provision is no longer required. These movements are charged or credited to the respective funds and activities to which the provision relates.

d) Allocation of costs

As permitted by 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard, the charity has taken advantage of the exemption permissible for smaller charities to present their expenditure by their natural classification.

THE CARA TRUST

Notes to the Accounts for the period 1 April 2017 to 31 May 2018

1 Accounting policies

e) Volunteers

In accordance with the SORP, and in recognition of the difficulties in placing a monetary value on the contribution from volunteers, the contribution of volunteers is not included within the income of the charity. However, the trustees value the significant contribution made to the activities of the charity by unpaid volunteers.

f) *Tangible fixed assets*

Tangible fixed assets are measured at their original cost value, or subsequent revaluation, or if donated, as described above. Cost value includes all costs expended in bringing the asset into its intended working condition. Depreciation has been provided at the following rates in order to write off the assets to their anticipated residual value over their estimated useful lives.

Furniture and Fixtures	20% Straight line
Office equipment	25% Straight line

g) Pensions - defined contribution schemes

The company operates a defined contribution pension scheme. Contributions are charged to the profit and loss account as they become payable in accordance with the rules of the scheme.

h) Employee benefits

When employees have rendered service to the charity, short-term employee benefits to which the employees are entitled are recognised at the undiscounted amount expected to be paid in exchange for that service.

The Charity operates a defined contribution pension scheme. Contributions are expensed as they become payable in accordance with the rules of the scheme.

2. Liability to taxation

The Trustees consider that the charity satisfies the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 for UK corporation tax purposes. Accordingly, the Charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by chapter 3 part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively on the specific charitable objects of the charity and for no other purpose. Value Added Tax is not recoverable by the charity, and is therefore included in the relevant costs in the Statement of Financial Activities.

3. Winding up or dissolution of the charity

If upon winding up or dissolution of the charity there remain any assets, after the satisfaction of all debts and liabilities, the assets represented by the accumulated fund shall be transferred to some other charitable body or bodies having similar objects to the charity.

4. Donations and legacies

	Unrestricted Funds	Restricted Funds	Total Funds 2018	Total Funds 2017
	£	£	£	£
Donations and gifts from individuals	6,598	233	6,831	9,044
Churches and Trusts -small donations	4,453	-	4,453	2,054
Revenue grants from government and public bodies	-	12,161	12,161	300
Revenue grants & donations from non public bodies	67,860	158,754	226,614	219,501
	<u>78,911</u>	<u>171,148</u>	<u>250,059</u>	<u>230,899</u>

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Notes to the Accounts for the period 1 April 2017 to 31 May 2018

	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £	Total Funds 2017 £
5. Investment income				
Bank Interest Receivable	113	-	113	117
	<u>113</u>	<u>-</u>	<u>113</u>	<u>117</u>
	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £	Total Funds 2017 £
6. Expenditure on raising funds				
Fundraising publicity & marketing	1,921	-	1,921	2,084
	<u>1,921</u>	<u>-</u>	<u>1,921</u>	<u>2,084</u>
7. Expenditure on charitable activities				
Expenditure on charitable activities				
	£	£	£	£
Direct spending				
Gross wages and salaries	29,611	106,242	135,853	123,533
Employers' NI	780	5,066	5,846	6,305
Pension costs	819	5,316	6,135	5,322
Travel and Subsistence	962	-	962	548
Training and conference	915	-	915	684
Recruitment	-	-	-	856
Direct service costs	22,508	31,877	54,385	75,341
	<u>55,595</u>	<u>148,501</u>	<u>204,096</u>	<u>212,589</u>
Support costs				
Volunteer costs	6,776	720	7,496	4,898
Premises Expenses	10,637	1,063	11,700	11,921
Administrative overheads	32,301	1,105	33,406	19,407
Professional fees	753	-	753	148
Financial costs	499	-	499	444
Depreciation	5,504	-	5,504	1,986
	<u>56,470</u>	<u>2,888</u>	<u>59,358</u>	<u>38,804</u>
Governance costs				
Independent Examiner's fees	3,720	-	3,720	3,000
Trustees' expenses	318	-	318	846
	<u>4,038</u>	<u>-</u>	<u>4,038</u>	<u>3,846</u>
Total Charitable expenditure	<u>116,103</u>	<u>151,389</u>	<u>267,492</u>	<u>255,239</u>
8. Net (deficit)/ Surplus for the period			2018 £	2017 £
Depreciation of owned fixed assets			3,631	1,986
Pension costs			<u>6,135</u>	<u>5,322</u>

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Notes to the Accounts for the period 1 April 2017 to 31 May 2018

9. Investment gains

	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £	Total Funds 2017 £
Unrealised investment gains/(losses)				
Other Unlisted Investments	2,713	-	2,713	10,002
Total realised gains/(losses)	<u>2,713</u>	<u>-</u>	<u>2,713</u>	<u>10,002</u>

10. Staff costs and emoluments

Salary costs	2018 £	2017 £
Gross Salaries excluding trustees and key management personnel	135,853	123,533
Employer's National Insurance for all staff	5,846	6,305
Employer's operating costs of defined contribution pension schemes	6,135	5,322
Total salaries, wages and related costs	<u>147,834</u>	<u>135,160</u>

Numbers of full time employees or full time equivalents	2018	2017
The average number of total staff employed in the period was	<u>6</u>	<u>4</u>

Neither the trustees nor any persons connected with them have received any remuneration from the charity or any related entity, either in the current or prior period.

No employees received emoluments (excluding pension costs) in excess of £60,000 per annum.

11. Defined contribution pension schemes

Any liabilities and assets associated with the scheme are shown under debtors and creditors.

12. Remuneration and payments to Trustees and persons connected with them

No trustees or persons connected with them received any remuneration from the charity, or any related entity.

12.1 Trustees' expenses

The expenses reimbursed to trustees, or paid directly to third parties, in the current or prior period, was as shown below.

	2018 £	2017 £
The amount paid directly to third parties on behalf of trustees	-	246
The amount reimbursed to trustees	318	600
	<u>318</u>	<u>846</u>

The nature of the trustees' expenses was travel.

The number of trustees' to whom expenses were reimbursed was 1 (2017: 1)

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Notes to the Accounts for the period 1 April 2017 to 31 May 2018

13. Tangible fixed assets

	Office equipment £
Cost	
At 1 April 2017	9,931
Additions	10,322
Disposals	(7,803)
At 31 May 2018	<u>12,450</u>
Depreciation	
At 1 April 2017	7,207
Eliminated on disposal	3,631
Charge for the period	(5,930)
At 31 May 2018	<u>4,908</u>
Net book value	
At 31 May 2018	<u>7,542</u>
At 31 March 2017	<u>2,724</u>

14. investments

	2018 Total £	2,017 Total £
Carrying value of investments as at 1st April 2017	70,251	60,249
Additions	-	-
Disposal proceeds	(30,000)	-
Realised and unrealised losses for the year	2,713	10,002
Carrying value of investments as at 31st May 2018	<u>42,964</u>	<u>70,251</u>

All investments included in the portfolio are held in the United Kingdom.

	2018 £	2017 £
Investments at market value comprise:		
UK equities	42,964	70,251
Cash held with brokers	-	-
	<u>42,964</u>	<u>70,251</u>

15. Debtors

	2018 £	2017 £
Trade debtors	2,969	995
Prepayments and accrued income	19,622	7,000
Other debtors	796	-
	<u>23,387</u>	<u>7,995</u>

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Notes to the Accounts for the period 1 April 2017 to 31 May 2018

16. Creditors: amounts falling due within one year

	2018	2017
	£	£
Trade creditors	225	7,030
Accruals	10,776	3,780
Deferred Income - Restricted funds	16,120	27,885
PAYE, NIC VAT and other taxes	-	2,323
Other creditors	687	687
	<u>27,808</u>	<u>41,705</u>

16.1 Deferred income - Restricted funds

	Opening Deferrals	Released from prior years	Received less released in period	Deferred at year end
	£	£	£	£
Lloyds TSB Foundation	8,909	(8,909)	-	-
Wandsworth oasis	5,000	(5,000)	-	-
Gordon Family Fund	4,801	(4,801)	-	-
Greater London Authority	9,175	(9,175)	-	-
Henry Smith Charity			20,000	10,000
Gilead			3,944	2,818
Peoples Postcode Trust			17,525	502
City Bridge Trust			12,417	1,133
Wakefield and Tetley Trust			3,333	1,667
Total	<u>27,885</u>	<u>(27,885)</u>	<u>57,219</u>	<u>16,120</u>

17. Financial commitments under operating leases

At the period end date the charity had no commitments under non-cancellable operating leases agreements

18. Income and Expenditure account summary

	2018	2017
	£	£
At 1 April 2017	76,418	92,723
Deficit for the period	<u>(16,528)</u>	<u>(16,305)</u>
At 31 May 2018	<u>59,890</u>	<u>76,418</u>

19. Related party transactions

There were no disclosable related party transactions for the period.

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Notes to the Accounts for the period 1 April 2017 to 31 May 2018

20. Particulars of how particular funds are represented by assets and liabilities

At 31 May 2018	Unrestricted funds £	Restricted funds £	Total Funds £
Tangible Fixed Assets	7,542	-	7,542
Fixed asset investments	40,114	2,850	42,964
Current Assets	-	37,192	37,192
Current Liabilities	(24,506)	(3,302)	(27,808)
	<u>23,150</u>	<u>36,740</u>	<u>59,890</u>
At 1 April 2017	Unrestricted funds £	Restricted funds £	Total Funds £
Tangible Fixed Assets	2,724	-	2,724
Fixed asset investments	70,251	-	70,251
Current Assets	27,889	17,259	45,148
Current Liabilities	(41,705)	-	(41,705)
	<u>59,159</u>	<u>17,259</u>	<u>76,418</u>

21. Change in total funds over the period , analysed by individual funds

	Funds brought forward at 1.4.2017	movement in funds	Transfers between funds	Funds carried forward to 31.5.2018
Unrestricted funds	<u>59,159</u>	<u>(36,287)</u>	<u>-</u>	<u>22,872</u>
Restricted funds				
Oasis Wandsworth-Advocacy and casework for people with HIV	3,513	(3,513)	-	-
Peer Support for older people	9,290	14,628	-	23,918
Social Activities - Children	-	-	-	-
Grants for service users	4,456	297	-	4,753
MAC AIDS Fund-African people with HIV	-	-	-	-
City Bridge Trust-Food services including food bank	-	1,180	-	1,180
Lloyds Foundation- Home share and housing support	-	7,167	-	7,167
	<u>17,259</u>	<u>19,759</u>	<u>-</u>	<u>37,018</u>

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Notes to the Accounts for the period 1 April 2017 to 31 May 2018

22. Analysis of movements in funds over the period

	Income	Expenditure	Gains & Losses	Movement in funds
	£	£	£	£
Unrestricted and designated funds:-				
<i>Unrestricted Revenue Funds</i>	79,024	(118,024)	2,713	(36,287)
Restricted Funds	-	-	-	-
Oasis Wandsworth	39,214	(42,727)	-	(3,513)
Peer Support for older people	48,363	(33,735)	-	14,628
Social Activities - Children	4,000	(4,000)	-	-
Grants for service users	12,583	(12,286)	-	297
MAC AIDS Fund	27,000	(27,000)	-	-
City Bridge Trust	12,417	(11,237)	-	1,180
Lloyds Foundation	27,571	(20,404)	-	7,167
	<u>250,172</u>	<u>(269,413)</u>	<u>2,713</u>	<u>(16,528)</u>

23. The purposes for which the funds are held by the charity are:-

Unrestricted and designated funds:-

Unrestricted Revenue Funds These funds are held for the meeting the objectives of the charity, and to provide reserves for future activities, and , subject to charity legislation, are free from all restrictions on their use.

Restricted funds:-

Oasis Wandsworth	advocacy and casework for people with HIV
Peer Support for older people	social and peer support services for people with HIV aged 50+
Social Activities - Children	activity programme for children in families affected by HIV and poverty.
Grants for service users	grants for individual service users received from other charities - usually for household items or living expenses
MAC AIDS Fund	peer support, advocacy and casework programme for African men with HIV.
City Bridge Trust	Food services including food banks and financing a social worker.
Lloyds Foundation	Home share and housing support.
Positive about employment	Activity programme for creating employment opportunities

24. Ultimate controlling party

The charity is under the control of its legal members.

Every member of the charity is obliged to contribute such amount as may be required not exceeding £10 to the assets of the company in the event of its being wound up while he or she is a member, or within one year after he or she ceases to be a member.

25. Post balance sheet event

On 1st June 2018 the charity merged with The River House Trust, a UK Registered Charity with similar aims and objectives. The merger was undertaken by way of transfer of the entire net assets of Cara Trust to the River House Trust.