

**Charity number: 1092668**  
**Company number: 4216137**

**East Sussex Foster Care Association**

**Directors' report and financial statements**

**For the year ended 31 March 2019**

# **East Sussex Foster Care Association**

## **Contents**

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

## **East Sussex Foster Care Association**

### **Trustees report**

**Charity number** 1092668

**Company registration number** 4216137

**Registered office** 3<sup>rd</sup> 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 2019.

### **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

Mrs A H D Holder MBE

Mr M Thornborough

Ms T M Henderson

Ms J Hollobone - resigned

Ms L Grosvenor – treasurer

Mrs A Leeves

Mrs S Maylam

Mrs Ru Petraitis-Williams

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**

#### **12<sup>th</sup> April 2018- Nature Workshop- Unite the Beat**

This was two, two-hour workshops in a partnership with "Unite the Beat". The workshops took children and carers into woodland, where they used nature to create their own music and film. 12 children went with 5 adults.

#### **13<sup>th</sup> 14<sup>th</sup> 15<sup>th</sup> April 2018- PGL Residential trip to Windmill Hill**

This took 25 children aged between 11-18 and 13 adults on a residential stay at PGL activity centre at Windmill Hill (Hailsham). Over the three days children, social workers and volunteers took part in over 8 different activities. This was funded by **Children in Need**.

#### **24<sup>th</sup> & 25<sup>th</sup> April 2018- Bluebell Walk-Fundraising/ Awareness**

This is a regular fundraiser sponsored by the Alfriston Bluebell walk. This is a local farm that hands over the running of the very popular Bluebell walk (visitor attraction-allowing the public to walk through the farmland

enjoying the wild Bluebells). The owner allows local charities and associations to run the event and café for two days at a time. Money made in the café is kept by the charity, money made for the walk is kept by the owner (the owner often donates a top up amount from their own profits to help the charity).

### **3<sup>rd</sup> May 2018- Social Worker Hero Awards**

These awards are run by ESFCA. Carers nominate social workers that have really helped or gone above and beyond the call of duty to support families and children. Two social workers win the awards, which in turn helps build the relationship between ESFCA and the Social worker teams.

### **9<sup>th</sup> June 2018- Horse Riding**

In partnership with Plumpton College, two groups of six children were given the opportunity to have a tour of a stables, a beginner's guide to horse care and a half-hour riding lesson. This event was subsidised by ESFCA

### **6<sup>th</sup> July 2018- 25<sup>th</sup> Celebration Barn dance**

2018 saw ESFCA celebrate 25 years of supporting looked after children and their carers in East Sussex. ESFCA held a barn dance for foster families (members) and children. This was subsidised by ESFCA with families paying a ticket price of £10.00 to attend. Trustees and Patrons (Jayne Torvill OBE and Dame Jacqueline Wilson) were in attendance.

### **13<sup>th</sup> July 2018 & 12<sup>th</sup> October- Baby & Toddler Group**

A small group of carers that look after babies & toddlers meet up for a coffee & chat in a safe environment. There is soft play for the toddlers to socialise. This is organised and run by two trustees with the aim of giving support to an often-overlooked group of carers and children. This is funded by ESFCA donations.

### **23<sup>rd</sup> July-28<sup>th</sup> August- Family First Nights-Mousetrap Theatre Productions.**

Mousetrap Theatre Productions subsidise ticket prices for over 45 theatre productions in London's west end. ESFCA is a preferred partner for this scheme and facilitates the offer to all members. The offer is a once only offer for children to experience theatre/dance/music. Members pay £6.00 per person for the thicket with the rest of the ticket price being subsidised.

### **3<sup>rd</sup> August- 5<sup>th</sup> August 2018- Sainsbury's Awareness**

### **3<sup>rd</sup> October-13<sup>th</sup> October 2018- Sainsbury's Awareness**

### **7<sup>th</sup> February-9<sup>th</sup> February 2019-Sainsburys Awareness**

### **2<sup>th</sup> May-4<sup>th</sup> May 2019- Sainsburys Awareness**

ESFCA were chosen as Sainsburys (Hampden Park) & Sainsburys Local (Seaside Eastbourne) as their charity of the year. Both stores ran fund raising activities over 4 weekends through the year. ESFCA trustees & volunteers also ran desks at both sites raising funds through tombola's and promoting awareness of the Association.

### **31<sup>st</sup> August-2<sup>nd</sup> September 2018- PGL Residential Trip Little Canada (Isle of Wight)**

This took 24 children aged between 7-18 and 13 adults on a residential stay at PGL activity centre at Little Canada (Isle of Wight). Over the three days children, social workers and volunteers took part in over 8 different activities. This was funded by **Children in Need**.

### **22<sup>nd</sup> September 2018- Chessington Zoo- Sibling Sunshine Days**

This event is Funded by **National Lottery "Awards for All"** and allows ESFCA to take 35 looked after children (and their carers) who have been separated from their siblings to enjoy some time together. **Merlin's magic wand** supply tickets to Chessington Zoo and the coach is funded from the Awards for all donation.

### **3<sup>rd</sup> October 2018- Beachy Head, 10k Fun Run**

ESFCA had a request from the organisers of the Beachy Head Fun Run to help marshal the 10k racecourse. 10 volunteers and trustees went to the event to assist marshal the event and in return a donation was made to the association.

### **12<sup>th</sup> October 2018- Charity Golf Day- Lottebridge Golf Course**

Ray Cruttenden (Owner of the Lottebridge Drove Golf Club), kindly donated the use of his golf course for the day, 12 teams of golfers took part in two rounds of golf over the day in a tournament. Breakfast and Lunch

was kindly donated by Mike Jackson (Dizzy Pig Catering) and the event raised over £3,500 through the competition and Raffle held on the day.

#### **19<sup>th</sup>-21<sup>st</sup> October 2018- Butlin's- Sibling Sunshine Project**

The Sibling Sunshine Project was set up by ESFCA to bring looked after children who have been separated from their siblings and live with different carers/ residential home. The **National Lottery "Awards for All"** donation allowed 9 foster families (23 children) to spend a weekend at Butlins in Bognor Regis. Once there the children could make use of all of the activities open to them and play with their brothers and sisters. This gave the children lasting memories of sharing a holiday together.

#### **23<sup>rd</sup> October 2018-Halloween trip to Thorpe Park**

The through care/leaving care team requested support to take young people on a Halloween trip to Thorpe Park. Some of these children had never been to a theme park before. Our association provided 51 tickets, coach and £8.50 food allowance for each person. The trip consisted of 40 young people aged 16 to 21, and 10 staff.

#### **26<sup>th</sup>-28<sup>th</sup> October 2018PGL Residential trip to Windmill Hill**

This took 23 Young People Who Foster aged 7-18 and over 13 adults on a residential stay at PGL activity centre at Windmill Hill (Hailsham). Over the three days children, social workers and volunteers took part in over 8 different activities. This was funded by **Children in Need**.

#### **11<sup>th</sup> November 2018- Horse Riding- Horam Manor Horse Riding Stables**

Horam Manor horse riding stables offered the association discounted rates and provided three consecutive weekly riding experiences. Foster Carers and the whole family were able to participate. The sessions included a hack out in the woods and two lessons. The Foster families paid a small contribution to take part in the event. A great experience for the families.

#### **16<sup>th</sup> November 2018- Conference East Sussex National**

This year saw ESFCA hold a one-day conference for foster carers, social workers & other professionals. The theme for this important event was 'communicating & direct work with traumatised children'. Guest Speakers Richard Rose and Theresa Hadfield delivered lectures and workshops to the delegates, who also had a chance to network with fellow guests. 133 delegates took part in the conference and the event was self-funded by ticket sales and Exhibitor charges.

#### **23<sup>rd</sup> November 2018-Keep it Reel Fund**

Reel posters donated £1000 for us to set up a 'Grandparents fund' to allow social workers to request small special treats for children. A very special way of helping our foster families.

#### **9<sup>th</sup> December 2018- Christmas Party**

Our yearly treat for young and old alike, 116 children and 77 adults attended. The Kings centre provides the Venue for our party free of charge. We had a kids DJ with fun dancing and games, Father Christmas with his sleigh (loaned from the Lions club) handed out presents to all the children. The Soroptimists donated gifts for children to choose and wrap up as a surprise for their foster carers. Part funded by the Magdalen & Lasher charity.

#### **5<sup>th</sup> January 2019-Pantomime**

ESFCA took a block booking of over 200 tickets to the Eastbourne theatres pantomime performance of Cinderella. The Performance was a matinee at 11:00 allowing perfect timing for all ages to attend. There was also a provision for disabilities as ESFCA ensured disabled seats were available to those who needed it. This event was paid for by funding events throughout the year by Trustees and Volunteers. All Attendees were asked for a small donation of £8.00 towards tickets. The attendees were also given a box of family chocolates to share and bottles of water, again paid for by donations made throughout the year and particularly from Happy Days charity, John Jackson Trust and the Roy Hudson Trust.

#### **17<sup>th</sup> February 2019 Supporting the Children in Care Council**

We were extremely pleased to be able to support the CICC with funding to provide Rucksacks filled with essentials such as teddy's hair brush notebook and pens etc. for children coming into care for the first time. We also helped fund Room to Rant, inspired by the work of poet Lemn Sissay, enabling them to put together

two workshops where they had the opportunity to write and perform a rap song at 'Audio Active' based in Brighton.

#### **19<sup>th</sup> 20<sup>th</sup> & 21<sup>st</sup> February 2019- Inspire workshop**

The ever-popular half-term workshop returned and ran for three days over the February half-term. The course ran between 10:00 and 13:30 on each day and allowed 18 nominated children to build confidence and resilience through performing, singing, dancing and gymnastics. The culmination was all of the children performing three songs from the Greatest Showman to a small audience at the end of the final day.

#### **12<sup>th</sup>, 14<sup>th</sup> & 21<sup>st</sup> March- Reflect, Recharge & Relax**

During March, ESFCA took three groups of foster carers for an experience to reflect, recharge and relax. Reflect took 20 carers to Afternoon tea at Ashburnham place (Battle), Recharge saw 38 carers meet for a Chinese meal at the Happy Dragon (Pevensey) and Relax allowed 14 carers to use the spa & health facilities at Bannatynes health club. This was fully funded by ESFCA as a treat for our carers.

#### **22<sup>nd</sup> 29<sup>th</sup> March & 05<sup>th</sup> April- Reflexology**

ESFCA trialled a three-week course (three, two-hour sessions) teaching foster carers reflexology for babies & toddlers to help their children relax and help with behaviour and sleeping problems. The course was subsidised by ESFCA with the carer donating a small contribution.

#### **Suitcases for emergency moves**

ESFCA are proud to have a stock of luggage available to social workers and assessment teams and have already distributed over 200 suitcases to children that have had to be moved as an emergency or travelling to respite.

This was made possible by the amazing generosity from Tripp Luggage who has continued to support ESFCA over the last 5 years.

#### **Financial review**

We are extremely grateful to receive an annual grant of £20,000 from East Sussex County Council (ESCC) which enables us to employ staff to support the trustees in running the charity. This money also provides back office and operating costs. This is named our designated fund.

We continue to receive restricted funds from ESCC to top up our allegation fund to £10,000 annually, which is held by us to support any foster carer facing an allegation. The fund enables independent support to be provided to our foster carers which could involve a lengthy and complex investigation.

All grants from the wider community have been fully spent on the nominated activity and the association has often contributed further funds to enable more children to benefit from the specific project.

Our reserves remain the same as last year. These are held to provide a safety net to provide annual events such as holidays, PGL weekends, the Christmas party and Pantomime should we be unsuccessful in receiving donations for these cherished activities. We also would be able to continue operating for a period of time should the Local Authority withdraw its annual grant. The association can access our reserve fund immediately should the need arise.

Where donations are received and the donor has a specific request, we mark these funds restricted so they are only used for that purpose.

We have also for the third year running been voted by local Sainsburys, this year at Hampden Park and Seaside Eastbourne as their charity to support and this has been a tremendous success for us.

We continue to hold stock of new suitcases donated from Tripp luggage and other providers. These are available to specialist teams of Social Workers needing to move children in an emergency thus ensuring that their personal belongings are carefully packed and transported with the young person.

The annual events within this financial year has been one of the busiest years ever and has provided so many events, activities and projects. We have had donations and fund raising from so many varied organisations in our local community and are truly amazed at the generosity from so many.

Lysette Grosvenor

Trustee and Treasurer

## **Chairman's Review**

Dear Carers and Friends of East Sussex Foster Care Association (ESFCA)

What a privilege it has been to have worked with such a talented and enthusiastic group of people. When taking on the role of Chairperson back in 2015 I did so with a certain amount of apprehension, most likely to have been attributed to the need to make some essential changes to our working model. Although I had my eyes wide open about the scale of the challenges before us, I also had a strong sense of fundamental optimism about what we could achieve as a charity. This optimism was fuelled and kept alight by the trustees and friends of ESFCA.

These people passionately believe in our mission and most importantly were willing to put in the time and tireless effort needed to make the changes necessary to ensure we raised the profile of ESFCA and increased our capacity to deliver a multitude of services and events to our children and families.

I want to acknowledge the Local Authorities continued belief in our activities and direction; their financial support enables us to develop our administration and fundraising efforts, which supports the trustees to improve on the delivery and wide variety of events held throughout the year.

Although ESFCA holds an independent status, we have a mutually beneficial relationship with our Local authority (LA) who are willing to listen and to take action at times on the feedback we have provided by talking to our fellow carers. I also want to acknowledge my appreciation to the LA who have supported us at times to identify some of the challenges and maximise our opportunities which has enabled us to make ESFCA a fruitful organisation.

My sincere gratitude goes to Jayne Torvill OBE who despite her very busy timetable has shown us a very generous commitment of 7 years as Patron. Jayne has tirelessly stood for photos, attended East Sussex County Council (ESCC) events as well as our own and even taken some of our children ice-skating. Furthermore, Jayne has allowed use her picture in our publications and local press.

How delighted I am to welcome Dame Jacqueline Wilson as a second patron to our organisation this year. Jaqueline has already attended many events and the children and families have been thrilled to meet and chat with her as well as have their books signed. Perhaps the highlight of this years was watching our two patrons Jayne and Jacqueline dancing together at our 25<sup>th</sup> anniversary barn dance where we celebrated 25 years since our launch.

As we look back over the last 25 years of supporting the fostering community in East Sussex, we also enter a new chapter in our story. Considering the success of our reshaped business model we will continue to drive forward in our quest to look for investment, not only to continue offering support with project delivery but also in an increased drive to develop the capacity and skills of our foster carers. In this way children and families will be better supported to seek solutions to every-day problems and we will continue to produce positive, long-term results, ensuring we continue to grow and deliver the much-needed support to children and carers across East Sussex.

My absolute appreciation goes to our many varied funders, and thanks to them we have consistently delivered and increased the effectiveness of our programs, has advanced our mission to make a real difference to the lives of looked after children and the families who care for them. All donations however large or small make a real difference to our young people.

Not forgetting our history, we have a great deal to thank our previous committees and members of staff who have given us the foundations upon which to build what has become a strong and healthy organisation. This year we said goodbye to staff members Hannah and Mandie. We remain grateful to their contribution to our team and wish them well in their new positions.

In this financial year we have achieved so much thanks to the hard work and dedication of our trustees, committee members, friends of the Association, our newest administrator Nigel Berry, Foster Carers who have generously donated their time and resources, ESCC and the Fostering Management team, Children's Services and the Social Workers who support many of our structured activities.

I would like to reach out to you all with a heartfelt plea to all foster carers - and those connected to the fostering world - this is your foster care association. Please do get in touch with us to share your ideas or if you can offer a few hours of your time to volunteer. You can call our office at any time on 01323 747045 and speak to Nigel or one of the trustees.

Do you have any amazing ideas that we could help develop or contacts we could work in partnership with in East Sussex or ideas about other activities we might pursue or do you just want to find out more about what you could do in a voluntary capacity to support the work we do? Please let me know by dropping an email to [esfca.admin@eastsussex.gov.uk](mailto:esfca.admin@eastsussex.gov.uk).

ESFCA always welcomes new interest and values all contributions. Please come and help us to make a positive difference for our members and young people. We welcome visitors and new committee members to our monthly meetings held at 7.30 pm at Dunbar Drive Hailsham on the second Monday of every month.

Yours faithfully

Susanne Beesley

East Sussex Foster Carers Chairman



## **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 2019 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

# East Sussex Foster Care Association

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

For the year ended 31 March 2019

	Unrestricted funds	Restricted funds	2019 Total	2018 Total
Notes	£	£	£	£
<b>Incoming Resources</b>				
Donations	6,550	-	6,550	11,357
Core funding	20,000	-	20,000	20,000
Advocacy support	-	2,396	2,396	4,243
Membership	1,295	-	1,295	1,380
Fundraising	15,315	-	15,315	8,032
Grants	-	-	-	17,700
Christmas party	-	500	500	1,746
Keep it reel	-	1,000	1,000	-
Sibling sunshine days	-	9,999	9,999	-
Pantomime	-	3,679	3,679	-
Contributions towards events	6,857	-	6,857	7,137
Interest	101	-	101	20
<b>Total incoming resources</b>	<b>50,118</b>	<b>17,574</b>	<b>67,692</b>	<b>71,616</b>
<b>Resources expended</b>				
Conference	4,415	-	4,415	1,184
Insurance	1,078	-	1,078	563
General running expenses	3,329	-	3,329	1,449
Inspire	-	1,002	1,002	959
Dinner	-	-	-	795
Pantomime	-	3,538	3,538	1,768
PGL	-	15,308	15,308	17,814
Events	5,058	-	5,058	1,029
Sibling Sunshine	-	9,771	9,771	-
Keep it reel	-	500	500	-
Supporting CICC	1,630	-	1,630	-
Leaving care project	2,616	-	2,616	-
Fundraising	813	-	813	1,362
Intuitive Horse	560	-	560	5,660
Advocacy support	-	2,989	2,989	2,396
Salaries & pensions	14,677	-	14,677	15,490
Christmas party	64	1,057	1,121	948
Computer costs	225	-	225	-
Training	383	-	383	-
Accountants fees	1,606	-	1,606	1,573
<b>Total outgoing resources</b>	<b>36,452</b>	<b>34,165</b>	<b>70,617</b>	<b>52,991</b>
<b>Net incoming/(outgoing) resources for the year/ Net income/(expenditure) for the year</b>	<b>13,666</b>	<b>(16,591)</b>	<b>(2,925)</b>	<b>18,625</b>
Transfers	(1,309)	1,309	-	-
Total funds brought forward	71,634	17,980	89,386	70,761
<b>Total resources</b>	<b>83,992</b>	<b>2,698</b>	<b>86,461</b>	<b>89,386</b>

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 2019

	Notes	2019		2018	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets			-		-
<b>Current assets</b>					
Cash at bank and in hand		88,032		90,525	
Debtors & prepayments	2	-		-	
		<u>88,032</u>		<u>90,525</u>	
<b>Creditors: amounts falling due within one year</b>	3	(1,342)		(1,139)	
			86,690		89,386
<b>Net Assets</b>			<u>86,690</u>		<u>89,386</u>
<b>Funds</b>					
Unrestricted funds	4		83,992		68,135
Restricted funds	5		2,698		21,251
<b>Total Funds</b>	6		<u>86,690</u>		<u>89,386</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 2019

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 *31<sup>st</sup> SEPT 2019* and signed on its behalf by:



**Ms S Beesley**  
**Director and chair of trustees**



## **East Sussex Foster Care Association**

### **Notes to financial statements for the year ended 31 March 2019**

#### **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 2019

#### 5. Restricted funds

	Balance at 01-Apr-18 £	Incoming	Outgoing	Transfers	Balance at 31-Mar-19
Advocacy support	7,604	2,396	2,989	-	7,011
Performing arts projects	1,156	-	1,002	(154)	-
Christmas party	494	500	1,057	64	-
CiN PGL events	4,831	-	10,149	1,516	(3,802)
CWF PGL events	3,895	-	5,158	111	(1,152)
Keep it Reel	-	1,000	500	-	500
Sibling Sunshine Days	-	9,999	9,771	(228)	-
Pantomime events	-	3,679	3,539	-	140
	<u>17,980</u>	<u>17,574</u>	<u>34,165</u>	<u>1,309</u>	<u>2,698</u>

The negative restricted funds in this year in relation to the PGL projects have arisen due to the payments made at the end of the year before the grant was received. The grant was received early in the 2019/20 year. It was decided that the no general fund transfer would be made due to the income being received shortly after.

#### 6. Analysis of net assets by fund

	Unrestricted funds £	Restricted funds £	2019 Total £	2018 Total £
Current assets	85,334	2,698	87,931	90,525
Current liabilities	(1,342)	-	(1,342)	(1,139)
	<u>83,992</u>	<u>2,698</u>	<u>86,690</u>	<u>89,386</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.

## East Sussex Foster Care Association

### Notes to financial statements for the year ended 31 March 2019

#### 2. Debtors and Prepayments

	2019 £	2018 £
PAYE debtor	-	-
Prepayments	-	-
Accrued income	-	-
Overpaid bank charges	-	-
	<u>-</u>	<u>-</u>
	<u>-</u>	<u>-</u>

#### 3. Creditors: amounts falling due within one year

	2019 £	2018 £
Accountancy	1,342	1,139
	<u>1,342</u>	<u>1,139</u>
	<u>1,342</u>	<u>1,139</u>

#### 4. Unrestricted funds

	Balance at 01-Apr-18 £	Incoming	Outgoing	Transfers	Balance at 31-Mar-19
General fund	54,440	30,118	21,542	(1,309)	61,807
Designated fund	17,194	20,000	15,010	-	22,184
	<u>71,634</u>	<u>50,118</u>	<u>34,336</u>	<u>(1,309)</u>	<u>83,991</u>
	<u>71,634</u>	<u>50,118</u>	<u>34,336</u>	<u>(1,309)</u>	<u>83,991</u>

064735 06.NOV 19

- 6 NOV 2019

E134

K

I



**The Queen's Award  
for Voluntary Service**



**East Sussex Foster Care Association**

In Attendance

Susanne Beesley (SB) - Chair  
Mark Thornborough (MT) - Vice Chairman  
Lysette Grosvenor (LG) - Treasurer  
Ann Holder (AH) – Trustee  
Ru-Petratis- Williams (RPW) – Trustee  
Anja Leeves (AL)-Trustee  
Sandra Maylam (SM) - Trustee  
Paul Beesley  
Andrea Thornborough  
Kevin Williams  
Ruma Smith  
Anne Buchan  
Christine Phillips  
Joviniana Miroto  
Julie Bourne  
Natalie Paul  
Meshelle Carmody  
CICC representative  
CICC representative  
Polly Van Herpen  
Veronica Archer  
Jackie Johnson  
Teresa Lavelle-Hill  
Adrian Sewell  
Claire Woolf  
Nigel Berry

Willow (Mascot)

Apologies

Tina Henderson (TH) – Trustee  
  
Liz Rugg  
  
Siobhan Edwards  
  
Andre Gordon  
  
John Darling  
  
Val Thornton  
  
Pam Browne  
  
Kim Melvill  
  
Peter Richards

		Action
1	<b>Welcome and Apologies for absence</b> <ul style="list-style-type: none"> <li>- SB opened the meeting at 19:30 and read the apologies.</li> </ul>	
2	<b>Approval of last years AGM minutes</b> <ul style="list-style-type: none"> <li>- The Minutes were approved and signed</li> </ul>	
3	<b>Chairs Report</b> <ul style="list-style-type: none"> <li>- SB referred everybody to the Chairs Letter inside the annual report and explained that rather than repeat the letter she would like to thank various different people and groups.</li> <li>- SB thanked the trustees for their support and dedication to the association and to each other. The trustees were over seeing a record number of activities and events and their passion often led to healthy debate, but the end result was always "what's best for children and the carers".</li> <li>- The office team were thanked for their support to all of the trustees and members, special mention to Hannah Carter who left back in February 2019.</li> <li>- SB drew attention to the support from the department and the special relationship the association has with East Sussex County Council, SB thanked <b>Liz Rugg</b> for her support along with <b>Teresa Lavelle-Hill, Sally Carnie, Adrian Sewell and Peter Richards</b> and their teams.</li> <li>- SB thanked the carers and volunteers who regularly support ESFCA events by attending and helping.</li> <li>- SB Thanked the Patrons <b>Jayne Torvill OBE &amp; Dame Jacqueline Wilson DBE FRSL</b> for their continued support and commitment to ESFCA and its members.</li> <li>- Finally SB wished to thank the community partnerships ESFCA has for their continued support and fundraising.</li> </ul>	
4	<b>Approval of Financial Report &amp; Accounts</b> <ul style="list-style-type: none"> <li>- LG discussed the accounts and explained that they had been made easier to understand.</li> <li>- LG discussed the spending for 2018/19 and showed record amounts of events sponsored by ESFCA and its partners.</li> <li>- It was mentioned how much hard work had gone into looking after the accounts and SB thanked LG for the amount of time and skill she had put into looking after the accounts for ESFCA alongside the continued support LG gives to events and the office team.</li> <li>- LG also highlighted that although ESFCA was running lots of events and projects, we must not become complacent. ESFCA must focus on continued fund raising and bid writing.</li> <li>- SB put the accounts forward for adoption and AH seconded the motion.</li> <li>- The accounts were adopted.</li> </ul>	

5	<b>Election of Officers</b> <ul style="list-style-type: none"> <li>- <b>SB</b> remains Chair 2019/2020</li> <li>- <b>MT</b> remains Vice Chair 2019/20</li> <li>- <b>LG</b> remains Treasurer 2019/20</li> <li>- <b>TH</b> remains Trustee 2019/20</li> <li>- <b>RPW</b> remains Trustee 2019/20</li> <li>- <b>AH</b> remains Trustee 2019/20</li> <li>- <b>AL</b> remains Trustee 2019/20</li> <li>- <b>SM</b> remains Trustee 2019/20</li>   <li>- <b>Jane Hollobone</b> resigned as Trustee January 2019</li>   <li>- <b>Ann Buchan</b> nominated as Trustee by <b>SB</b>, seconded by <b>AH</b></li> <li>- <b>Ann Buchan</b> becomes Trustee 2019/20</li>   <li>- <b>Christine Phillips</b> nominated as Trustee by <b>SB</b>, seconded by <b>AL</b></li> <li>- <b>Christine Phillips</b> becomes Trustee 2019/20</li>   <li>- <b>Ruma Smith</b> nominated as Trustee by <b>SB</b>, Seconded by <b>LG</b></li> <li>- <b>Ruma smith</b> becomes Trustee 2019/20</li> </ul>	
6	<b>Any Other Business</b> <ul style="list-style-type: none"> <li>- <b>LG</b> spoke on behalf of all trustees and wanted to thank <b>Susanne Beesley</b> for all of the work, time and passion she has continued to give ESFCA, the members, office team and trustees. <b>LG</b> also added that <b>Susanne</b> role as Chair was not easy, but all the trustees admired Susanne for her diplomacy and direction. <b>LG</b> then handed Susanne a thank you card signed by the trustees with a gift.</li>   <li>- <b>SB</b> thanked every trustee for the card &amp; gift, <b>SB</b> then thanked everybody for coming and their continued support.</li> </ul>	

The Meeting closed at 20:10



SUSANNE BEESLEY

18-10-19