

THE PAULA CARR CHARITABLE TRUST
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2019

Registered Charity No: 801596

THE PAULA CARR CHARITABLE TRUST

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THE PAULA CARR CHARITABLE TRUST

CHARITY REFERENCE AND ADMINISTRATIVE DETAILS

Charity registration number	801596	
Settlor	Imi Simpson	
Chairman	Gary Fagg MBE	
Treasurer	Nicola Curd	
Trustees	Clive Anderson Stephen Bond Rosalynd Debling Gary Fagg MBE Geoffrey Tubb	
Key Management Personnel	Helen Elford	
Registered Office	Paula Carr Diabetes Centre William Harvey Hospital Kennington Road Willesborough Ashford Kent	
Independent Examiner	M A Wilkes FCA Wilkins Kennedy 5th Floor Ashford Commercial Quarter 1 Dover Place Ashford Kent	
Bankers	Santander UK Ltd Customer Service Centre Bootle Merseyside	National Westminster Bank Plc 20 High Street Ashford Kent
	CafCash 25 Kings Hill Avenue Kings Hill West Malling Kent	Scottish Widows Bank Plc PO Box 12757 67 Morrison Street Edinburgh
	Metro Bank Plc 72-76 High Street Bromley Kent BR1 1EG	
Solicitors	Hallett & Co, Solicitors 11 Bank Street Ashford Kent	

THE PAULA CARR CHARITABLE TRUST

TRUSTEES' ANNUAL REPORT

FOR THE YEAR ENDED 31 MARCH 2019

The trustees present herewith their report and examined financial statements of the charity for the year ended 31 March 2019.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with charity's governing document, the Charities Act 2011 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) published on 16 July 2014, as amended by Bulletin 1.

Objectives and activities

The main objective of the charity is to relieve the sickness of diabetic patients living in Kent or for such other charitable purpose as the trustees in their absolute discretion determine.

Public benefit statement

The Paula Carr Charitable Trust meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Trust's aims and objectives and in planning future activities.

The Paediatric Diabetes Service is going from strength to strength. We have continued to support them to become a centre of excellence for paediatric services and this year have continued in the funding for the modernisation of their clinical area. This year we have continued to fund the 6 to 7 project, which provides real support for young children and parents as the children embark on the next stage of their lives as they enrol into secondary education. We believe there is a real need for this type of support and following letters of thanks from parents who said it made a real difference to their children's confidence, we are continuing the project in 2019/20. This project is not just for the East Kent area, it is for the whole of Kent. Although we are not a political group, we continued to put our full weight behind a campaign that aimed to make the continuous glucose monitor, Freestyle Libre, freely available to the Diabetes formulary for Kent. I am pleased to report that in the end, good sense prevailed and we now have it freely available in Kent.

In 2019/20 we will continue to provide funding for children to go on Diabetes UK activity holidays who, subject to the approval of their Diabetes Specialist Nurse, wish to go on Adventure Holidays with Diabetes UK. Unfortunately the holidays were suspended during the current financial year. The Paula Carr Trust is still very committed in its support of projects that enhance the lives of children with Type 1.

We also continue to fund specialised footwear and walking aids for podiatry and continue to support the Vascular Department at the William Harvey Hospital. The trustees have explored a number of initiatives in this particular area of treatment during this financial year and are now very close to initiating a foot screening pilot service.

The Trust continues to meet the running costs of 4 glycated haemoglobin machines. These machines enable children to have a regular blood test which assesses how well their diabetes is being looked after.

The Trust is committed to invest in professional and patient education. We have continued to support robust training for GP's and nurses that will help to drive up the professional knowledge that is required to deal with Diabetes. The Trust has this year embarked on a series of new initiatives in West Kent and Medway with professional training courses being organised now. We have also allocated and are preparing advanced support for our patients. To aid patient education and to empower them with enough knowledge to make important decisions about their treatment and control, we are funding a number of projects that help support patient understanding. One of our successful projects this year has been the support of children's patient groups for those under 18. Better knowledge and greater patient empowerment should help to save the NHS a lot of money in reduced costs for long term problems but more importantly will help in saving patients from long term suffering.

One of the major problems facing the NHS is the continued increase in the number of patients getting Type 2 Diabetes. Not only is this condition mostly unnecessary, it is also very expensive because of increased costs of treating the results of neglect, such as blindness, amputation and dialysis. It is time for this trend to be stopped in its track and we are now looking at ways to get people back to exercise with a view to improving their long term outlook. With the changes in the delivery of healthcare throughout the NHS and with the incidence of diabetes continuing to increase throughout the UK, the Trust is still ready, willing and very able to meet the problems associated with this difficult condition head on. We will continue to seek out new solutions in support of those patients who suffer an ever increasing level of diabetes associated problems.

THE PAULA CARR CHARITABLE TRUST

TRUSTEES' ANNUAL REPORT

FOR THE YEAR ENDED 31 MARCH 2019

Risk factors

The trustees have assessed the major risks to which the charitable trust is exposed, and are satisfied that systems are in place to mitigate exposure to them. The trustees continue to review and monitor the systems for managing the major strategic, business and operational risks which the charitable trust faces. As at 31 March 2019 the trustees have not identified any operational risks to which the charity may be exposed.

Financial review

Income for the year amounted to £47,215 (2018: £145,044) a decrease of £97,829. Donations decreased by £102,822. Investment income increased by £4,993. Expenditure amounted to £275,862 (2018: £237,975) an increase of £37,887. The charitable activities undertaken during the year are detailed in note 4.

As a result of the above movements, a deficit of £228,647 (2018: £92,931) was reported for the year. Retained reserves total £2,538,339 (2018: £2,766,986) of which £442,925 (2018: £498,099) are designated funds and £nil (2018: £1,402) are restricted funds.

Reserves policy

The trustees aim to maintain reserves at a level they deem sufficient for the future needs of the charity and are aiming to maintain reserves at a level sufficient to support 2 years' level of expenditure, which, based on the expenditure to 31 March 2019 would amount to £552,000 (2018: £476,000). At 31 March 2019 the unrestricted reserves amounted to £2,094,012 (2018: £2,267,485) and therefore this policy has been achieved. The trustees are currently reviewing projects requiring significant financial investment, in order to utilise the excess unrestricted reserves available.

As detailed in Notes 13 and 14, the restricted reserves at 31 March 2019 were £nil (2018: £1,402) and the designated reserves were £442,925 (2018: £498,099).

The majority of the funds are held in investments, the policy and performance of which is detailed below. The trustees regularly review and revise, as appropriate, the budgets for the forthcoming year in view of current investment performance.

Investment policy

Investment activities are managed in line with the requirements of the Trustee Act 2000. The trustees, having regard to the liquidity requirements of operating the charitable trust and to the reserves policy, have operated a policy of keeping available funds in interest bearing deposit accounts and seek to achieve a rate of deposit which matches or exceeds inflation as measured by the retail prices index.

THE PAULA CARR CHARITABLE TRUST

TRUSTEES' ANNUAL REPORT

FOR THE YEAR ENDED 31 MARCH 2019

Plans for the future

The Paula Carr Charitable Trust is a small, local, charitable trust operating only in the Kent area.

During 2019 the charity continued to use the services of a Trust Administrator. All other charitable work is carried out by volunteers.

During the past year the trustees reviewed and continued to fund projects that required significant financial investment, utilising the free reserves available. This year we have provided specialist training of healthcare professionals and patients by concentrating on individual projects as they arise. Consequently we have continued to invest a considerable amount of money into our patient information packs that are distributed throughout the whole of Kent. With this investment we hope to help many hundreds of patients to take control of their lives with better knowledge of their condition. We have also invested in providing a machine called painpod which is like an advanced version of the Tens machine which has the ability to transform patients lives, by reducing the discomfort caused by phantom limb pain following below knee amputation. This machine has also helped people suffering from fibromyalgia pain which is often associated with Diabetes. Another project has been the offer of Hyperbaric oxygen therapy for patients suffering from leg ulcers which prove difficult to treat and heal. Although this is not readily available on the NHS, we have seen some amazing results which have totally removed the risk of losing a limb to amputation.

The trustees are still awaiting a decision from the local NHS managers so that we can finally start a pilot project for the delivery of podiatry services into the community. We will continue to push the local managers for action!

During the past year a patient medicine review service has continued at the Darent Valley Hospital and is still obtaining very positive results. We look forward to an exciting outcome for patients admitted to hospital on multi therapies of drugs in 2019/20. As a result of the good work carried out at the Darent Valley Hospital, and on the recommendation of the chief pharmacist, we initiated a medicine management review in general practice. The community pharmacists are the professionals who have most contact with patients. We are hoping that this review will enhance the treatment that patients with diabetes are receiving. As we go to press, we have just agreed some new Diabetes and medicine reviews for the Medway area. These reviews by top professional clinical pharmacists will completely enhance the outlook for their patients in 2019/20.

During the past year we have been involved with a number of individual patients who sadly, had a lot of problems caused by uncontrolled Diabetes. We have managed to come to their rescue in a number of ways and have managed to leave them in a better place. Hopefully in 2019/20 we will be in the position to help many more.

2019/20 promises to be another exciting year as our Trust continues to explore new innovations that will further enhance the lives of patients living with diabetes in Kent.

The Trustees of the Paula Carr Diabetes Trust are still very willing to go the extra mile in support of the patients suffering from the consequences of uncontrolled diabetes. We will also continue to lobby the NHS decision makers who now need to realise that the time for under investment in Diabetes services is now over!

Structure, governance and management

Trustees of the charity

The trustees who have served during the year and since the year end were as follows

Clive Anderson
Stephen Bond
Rosalynd Debling
Gary Fagg MBE
Geoffrey Tubb

The Paula Carr Charitable Trust is a registered charity (No. 801596) established by a Deed of Trust dated 12 May 1989, as varied by a scheme of 24 May 1990. A Special Resolution was passed on 12 June 2017 to remove the requirement for the charity to appoint auditors to audit the financial statements. The Trust operates under the name of The Paula Carr Charitable Trust. The Trust is an unincorporated charity. The registered address is William Harvey Hospital, Ashford, Kent. TN24 0LZ.

THE PAULA CARR CHARITABLE TRUST

TRUSTEES' ANNUAL REPORT

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Appointment of trustees

The governing document prescribes that there shall be a minimum of three trustees and a maximum of eight. The governing document does not stipulate how trustees should be appointed.

Recruitment of trustees

Prospective trustees are recommended by existing trustees to join the board of trustees or advertisements are placed in the local press.

Key management personnel

The trustees consider the trustees, the treasurer and the senior management team comprise the key management personnel of the charity in charge of directing and controlling, running and operating the charity on a day to day basis. All trustees give of their time freely and no trustee received remuneration in the year for services as a trustee. The trustees approve the remuneration for the key management personnel.

Trustees' responsibilities

The trustees are responsible for preparing the Trustees' Annual Report (including the Strategic Report) and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Under Charity Law, the trustees shall prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable trust and of the incoming resources and application of resources, including the income and expenditure, of the charitable trust for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable trust. They are also responsible for safeguarding the assets of the charitable trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

By Order of the Board
Date: 19 November 2019


Gary Fagg MBE

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE PAULA CARR CHARITABLE TRUST

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2019 which are set out on pages 7 to 15.

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 report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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

Independent examiner's statement

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

- 1 accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- 2 the accounts do not accord with those records; or
- 3 the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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 A Wilkes FCA
Wilkins Kennedy
5th Floor
Ashford Commercial Quarter
1 Dover Place
Ashford
Kent

Date: 4.12.19

THE PAULA CARR CHARITABLE TRUST

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2019

	Note	Unrestricted Funds £	Restricted Funds £	2019 Total £	2018 Total £
Income from:					
Donations and legacies	2	38,296	-	38,296	141,118
Investments	3	8,919	-	8,919	3,926
		<u>47,215</u>	<u>-</u>	<u>47,215</u>	<u>145,044</u>
Expenditure on:					
Charitable activities	4	274,460	1,402	275,862	237,975
Total expenditure		<u>274,460</u>	<u>1,402</u>	<u>275,862</u>	<u>237,975</u>
Net movement in funds		(227,245)	(1,402)	(228,647)	(92,931)
Reconciliation of funds:					
Total funds brought forward		2,765,584	1,402	2,766,986	2,859,917
Total funds carried forward		<u>2,538,339</u>	<u>-</u>	<u>2,538,339</u>	<u>2,766,986</u>

All transactions are derived from continuing activities.

All recognised gains and losses are included in the Statement of Financial Activities.

THE PAULA CARR CHARITABLE TRUST

BALANCE SHEET AS AT 31 MARCH 2019

	Note	2019	2018
		£	£
Fixed assets:			
Tangible assets	9	442,925	488,099
Current assets:			
Stocks		-	10,114
Debtors	10	9,499	8,314
Cash at bank and in hand		558,300	741,524
Short term investment	11	1,547,104	1,545,755
		<u>2,114,903</u>	<u>2,305,707</u>
Liabilities:			
Creditors falling due within one year	12	(19,489)	(26,820)
Net current assets		<u>2,095,414</u>	<u>2,278,887</u>
NET ASSETS		<u><u>2,538,339</u></u>	<u><u>2,766,986</u></u>
The funds of the charity:			
Restricted funds	13	-	1,402
Unrestricted funds		2,095,414	2,267,485
Designated funds	14	442,925	498,099
TOTAL FUNDS	15	<u><u>2,538,339</u></u>	<u><u>2,766,986</u></u>

The financial statements were approved and authorised for issue by the Board of Trustees on 19 November 2019 and signed on its behalf by:

Gary Fagg MBE
Chairman



Rosalynd Debling
Trustee



The notes on pages 9 to 15 form part of these financial statements

THE PAULA CARR CHARITABLE TRUST

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2019

1 Accounting policies

1.1 Basis of accounting

The Paula Carr Charitable Trust is a registered charity in the United Kingdom. The address of the registered office is given in the charity information on page 1 of these financial statements. The nature of the charity's operations and principal activities is to relieve the sickness of diabetic patients living in Kent or for such other charitable purpose as the trustees in their absolute discretion determine.

The charity constitutes a public benefit entity as defined by FRS 102. 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 notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 as amended by Bulletin 1 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are prepared in sterling which is the functional currency of the charity.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

Income recognition

All income is included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

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.

No amount is included in the financial statements for volunteer time in line with the SORP (FRS 102). Further detail is given in the Trustees' Annual Report.

Investment income is earned through holding assets for investment purposes such as cash deposits. It includes interest income which is recognised using the effective interest method.

1.3 Expenditure recognition

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. It is categorised under the following headings:

- Expenditure on charitable activities comprises those costs incurred by the charity in the delivery of its activities and services for beneficiaries. It includes both costs allocated directly to such activities and those costs of an indirect nature necessary to support them.

1.4 Support costs

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs, governance costs, administrative payroll costs. They are incurred directly in support of expenditure on the objects of the charity.

The bases on which support costs have been allocated and the analysis of these costs is included in note 5.

THE PAULA CARR CHARITABLE TRUST

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2019

1 Accounting policies (continued)

1.5 Funds

Unrestricted general funds are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

Designated funds represent unrestricted funds that have been set aside by the trustees for particular purposes. The designated fund balance has been represented to ensure that the fund balance accurately reflects the designation policy adopted by the trustees.

Restricted funds are funds that can only be used for particular restricted purposes within the objects of the charitable company. Restriction arises when specified by the donor or when funds are raised for particular restricted purposes.

1.6 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost (or deemed cost) or valuation less accumulated depreciation and accumulated impairment losses. Fixed assets below £200 are not capitalised. Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost less estimated residual value, of each asset on a systematic basis over its expected useful life, as follows:

Buildings	Straight line over 15 years
Office equipment	Straight line over 4 years

Impairment

Assets not measured at fair value are reviewed for any indication that the asset may be impaired at each balance sheet date. If such indication exists, the recoverable amount of the asset, or the asset's cash generating unit, is estimated and compared to the carrying amount. Where the carrying amount exceeds its recoverable amount, an impairment loss is recognised in profit or loss unless the asset is carried at a revalued amount where the impairment loss is a revaluation decrease.

1.7 Stocks

Stocks are measured at the lower of cost and estimated selling price less costs to complete and sell. Cost is determined using the first in first out method. The carrying amount of stock sold is recognised as an expense in the period in which the related revenue is recognised.

1.8 Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

1.9 Short term investment

Short term investment includes cash held in fixed term interest bearing deposit accounts.

1.10 Tax

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

1.11 Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

THE PAULA CARR CHARITABLE TRUST

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2019

1 Accounting policies (continued)

1.12 Judgements and key sources of estimation uncertainty

Accounting estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

i. Useful economic lives of tangible assets

The annual depreciation charge for tangible assets is sensitive to changes in the estimated useful economic lives and residual values of the assets. The useful economic lives and residual values are reassessed annually. They are amended when necessary to reflect current estimates, based on technological advancement, future investments, economic utilisation and the physical condition of the assets. See note 9 for the carrying amount of the plant and equipment, and note 1.6 for the useful economic lives for each class of assets.

1.13 Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

2 Income from donations

	2019	2018
	£	£
Donations	38,296	41,118
Legacies	-	100,000
	<u>38,296</u>	<u>141,118</u>

The income from donations and legacies was £38,296 (2018: £141,118), all of which was unrestricted.

The charity benefits greatly from the involvement and enthusiastic support of its volunteers, details of which are given in our annual report. In accordance with FRS 102 and the Charities SORP (FRS 102), the economic contribution of general volunteers is not recognised in the accounts.

3 Income from investments

	2019	2018
	£	£
Interest - deposits	8,919	3,926
	<u>8,919</u>	<u>3,926</u>

The income from investments was £8,919 (2018: £3,926), all of which was unrestricted.

4 Expenditure on charitable activities

	Direct costs	Support costs	2019 Total	2018 Total
	£	£	£	£
Education Hub	83,403	39,289	122,692	88,541
Medway Diabetes Project	59,541	28,048	87,589	-
Painpods	10,114	4,764	14,878	-
Monitoring equipment donated to patients	9,715	4,576	14,291	17,181
Paediatric team donation	9,138	4,305	13,443	11,201
Donations	4,129	1,945	6,074	14,790
Hyperbaric oxygen therapy	4,006	1,887	5,893	510
Donations to nurses funds	2,624	1,236	3,860	1,293
Hypo Hounds	2,290	1,079	3,369	6,989
Equipment donated to patients	1,220	575	1,795	-
Children's theatre trip donations	566	267	833	-
Educational leaflets and books	394	186	580	6,579
Chiropody	384	181	565	4,787
Children's holiday fund donations	-	-	-	2,543
Medical Alert Dog	-	-	-	17,393
New Romney Bowls Club	-	-	-	66,168
	<u>187,524</u>	<u>88,338</u>	<u>275,862</u>	<u>237,975</u>

Expenditure on charitable activities was £275,862 (2018: £237,975). Of this £274,460 (2018: £237,975) was unrestricted and £1,402 (2018: £nil) was from restricted funds.

THE PAULA CARR CHARITABLE TRUST

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2019

5 Allocation of governance and support costs

The charity initially identifies the costs of its support functions. It then identifies those costs which relate to the governance function. Having identified its governance costs, the remaining support costs together with the governance costs are apportioned between the charitable activities undertaken during the year. The support costs and governance costs are allocated pro-rata to direct expenditure.

	2019 Total	2018 Total
	£	£
Wages	13,715	12,250
Service charge, rates and storage costs	7,627	28,424
Telephone	182	245
Stationery and photocopying	799	1,340
Sundry expenses	801	837
Legal fees	-	1,120
Insurance	1,374	1,334
Website and computer expenses	1,293	868
Marketing/public relations	1,612	1,289
Travel	8,846	8,683
Depreciation	45,174	46,388
Bank charges	120	125
Governance costs (Note 6)	6,795	9,194
	<u>88,338</u>	<u>112,097</u>

6 Governance costs

	2019 £	2018 £
Independent examiner's fee	1,854	1,800
Accountancy	4,411	6,700
Insurance	530	530
AGM	-	164
	<u>6,795</u>	<u>9,194</u>

7 Staff costs and employee benefits

The average number of employees during the year was 1 (2018: 2), all of which related to charitable activities for the charity.

There are no employees with emoluments above £60,000 (2018: None).

The total staff costs and employees benefit's was as follows

	2019 £	2018 £
Gross wages	13,316	21,085
Employer's pension contributions	399	671
	<u>13,715</u>	<u>21,756</u>

8 Trustees' and key management personnel remuneration and expenses

The trustees received no remuneration during the year for services as trustees (2018: None). Travel expenses totalling £8,719 (2018: £8,146) were paid to 5 Trustees (2018: 4) during the year.

Professional Indemnity Insurance for the trustees of £530 (2018: £530) was purchased in the year out of funds belonging to the Trust.

The total amount of remuneration received by the one member of staff who is the key management personnel is £13,316 (2018: £12,250). The Trust considers its key management personnel comprise the Trust Administrator.

THE PAULA CARR CHARITABLE TRUST

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2019

9	Tangible Assets	New Building £	Building extension £	Office equipment £	Total £
	Cost				
	As at 1 April 2018	566,022	214,942	42,978	823,942
	At 31 March 2019	566,022	214,942	42,978	823,942
	Depreciation				
	As at 1 April 2018	224,841	70,025	40,977	335,843
	Charge for year	31,016	13,151	1,007	45,174
	At 31 March 2019	255,857	83,176	41,984	381,017
	Net book values				
	At 31 March 2019	310,165	131,766	994	442,925
	At 31 March 2018	341,181	144,917	2,001	488,099

All fixed assets are used for direct charitable purposes.

A Diabetics Care Centre at the William Harvey Hospital in Ashford, was constructed using funds of £215,773 raised by The Paula Carr Charitable Trust. The building was handed over to the South East Kent Health Authority on 30 August 1991. Since then the Trust has purchased equipment for the Centre, which has been transferred to the South East Kent Health Authority.

10	Debtors	2019 £	2018 £
	Trade debtors	579	168
	Prepayments and accrued income	8,920	8,146
		9,499	8,314
11	Short term investment	2019 £	2018 £
	Cash at bank	1,547,104	1,545,755
		1,547,104	1,545,755
12	Creditors: amounts falling due within one year	2019 £	2018 £
	Trade creditors	10,996	7,413
	Ward funds	4,453	4,671
	Taxation and social security	94	-
	Other creditors	1,146	1,146
	Accruals	2,800	13,590
		19,489	26,820

THE PAULA CARR CHARITABLE TRUST

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2019

13 Restricted funds

Restricted funds 2018

	As at 1 April 2017	Income	Expenditure	Transfers	As at 31 March 2018
	£	£	£	£	£
Nurses Training Fund	1,402	-	-	-	1,402
	<u>1,402</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,402</u>

Restricted funds 2019

	As at 1 April 2018	Income	Expenditure	Transfers	As at 31 March 2019
	£	£	£	£	£
Nurses Training Fund	1,402	-	(1,402)	-	-
	<u>1,402</u>	<u>-</u>	<u>(1,402)</u>	<u>-</u>	<u>-</u>

Frequently, the amount donated for a specific purpose exceeds the cost of the equipment purchased and a small balance remains in the restricted fund. The trustees actively seek to spend the remaining balance or contact the donor to ask permission to transfer the remaining balance into the general funds. On occasion, a balance can remain unspent for several years, after which the trustees approve the transfer to the general funds of the charity to further the objectives of the charity.

Nurses Training Fund

During the year ended 31 March 2014 the Charity received donations totalling £13,576 for future specialist diabetes nurse training. During the year ended 31 March 2019 the remaining balance of £1,402 was spent on specialist training.

14 Designated funds

Designated funds 2018

	As at 1 April 2017	New designations	Designation released	Transfers	As at 31 March 2018
	£	£	£	£	
Fixed Asset Fund	534,487	-	(46,388)	-	488,099
Nurses Training Fund	10,000	-	-	-	10,000
	<u>544,487</u>	<u>-</u>	<u>(46,388)</u>	<u>-</u>	<u>498,099</u>

Designated funds 2019

	As at 1 April 2018	New designations	Designation released	Transfers	As at 31 March 2019
	£	£	£	£	
Fixed Asset Fund	488,099	-	(45,174)	-	442,925
Nurses Training Fund	10,000	-	(10,000)	-	-
	<u>498,099</u>	<u>-</u>	<u>(55,174)</u>	<u>-</u>	<u>442,925</u>

Fixed Asset Fund

The fixed asset fund represents the net book value of tangible fixed assets which are not considered to be for general reserves.

Nurses Training Fund

The Nurses Training Fund represents funds designated by the trustees for the specialist training of the diabetes nurses. At 31 March 2019 the trustees confirmed the Nurses Training Fund was no longer required.

THE PAULA CARR CHARITABLE TRUST

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2019**

15 Analysis of net assets between funds

2018

	Tangible fixed assets	Net current assets	Total
	£	£	£
Unrestricted funds	-	2,267,485	2,267,485
Designated funds	488,099	10,000	498,099
Restricted funds	-	1,402	1,402
	<u>488,099</u>	<u>2,278,887</u>	<u>2,766,986</u>

2019

	Tangible fixed assets	Net current assets	Total
	£	£	£
Unrestricted funds	-	2,095,414	2,095,414
Designated funds	442,925	-	442,925
	<u>442,925</u>	<u>2,095,414</u>	<u>2,538,339</u>