

THE CARERS CENTRE FOR BRIGHTON AND HOVE LIMITED

England & Wales · Charity number 1015728

Details

Other names	THE CARERS' CENTRE ASSOCIATION (HOVE) LIMITED, THE CARERS' CENTRE
Status	Registered
Legal form	Charitable company
Company number	02758481
Registered	1992-12-17
Register	View on the Charity Commission register

Contact

Address	Brighton Junction 1A Isetta Square 35 New England Street BN1 4GQ
Phone	01273746222
Email	info@thecarerscentre.org
Website	www.thecarerscentre.org

Activities

Objects: TO PRESERVE AND PROTECT THE PHYSICAL AND MENTAL HEALTH AND RELIEVE THE SICKNESS OF CARERS AND THOSE PERSONS FOR WHOM THEY ARE CARING IN THE AREA AND TO ADVANCE EDUCATION CONCERNING CARING AMONGST CARERS AND THE PUBLIC IN THE AREA OF THE BOROUGH OF BRIGHTON & HOVE AND ITS SURROUNDING AREAS.A CARER IS "ANYONE WHO IS LEADING A RESTRICTED LIFE BECAUSE OF THE NEED TO LOOK AFTER A PERSON WHO IS MENTALLY OR PHYSICALLY HANDICAPPED OR ILL OR IMPAIRED BY OLD AGE".

Activities: The Carers Centre for Brighton & Hove takes a holistic approach to all its work, considering the needs of carers, and those they care for. Core activities include information and advice giving, advocacy work, emotional support, one to one casework, support groups and activities for both adult carers and young carers.

Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** General Charitable Purposes, The Advancement Of Health Or Saving Of Lives, Disability, The Prevention Or Relief Of Poverty
- **Who:** Children/young People, Elderly/old People, People With Disabilities, The General Public/mankind

Geography

- **Area of benefit:** BRIGHTON AND HOVE AND ITS SURROUNDING AREAS - EAST SUSSEX
- Brighton And Hove
- East Sussex
- West Sussex

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£667,651	£802,971	£824,273	25
2024-03-31	£751,470	£835,721	£959,593	24
2023-03-31	£781,072	£741,443	£1,043,844	21
2022-03-31	£672,763	£603,653	£1,004,215	19
2021-03-31	£621,292	£586,654	£935,105	19

Trustees

Name	Role	Appointed
Vas Selvaratnam	Chair	2014-07-17
Brigid Day		2020-07-16
Celine Thomas		2023-09-27
Dr Feylyn Lewis		2018-07-19
James Pike		2019-07-19
Jeremy Laver		2019-07-18
Samantha Bartlett		2023-09-27

THE CARERS CENTRE FOR BRIGHTON AND HOVE LIMITED

England & Wales - Charity number 1015728

Accounts

Charity Registration No. 1015728

Company Registration No. 02758481 (England and Wales)

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)

TRUSTEES' REPORT AND ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2025

**THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
LEGAL AND ADMINISTRATIVE INFORMATION**

Trustees	Mr Vas Selvaratnam (Chairperson) Mr James Pike Ms Brigid Day Ms Samantha Bartlett (Treasurer) Mr Jeremy Laver Dr Feylyn Lewis Ms Celine Thomas
Patrons	Prof Saul Becker, Carers Trust Ambassador
Chief Executive Officer & Secretary	Mr Thomas Lambert
Charity number	1015728
Company number	02758481
Principal Address and Registered office	Brighton Junction 1a Isetta Square 35 New England Street Brighton England BN1 4GQ
Independent Examiners	TC Group The Courtyard Shoreham Road Upper Beeding Steyning West Sussex BN44 3TN
Bankers	Charities Aid Foundation Bank Ltd Kings Hill West Malling Kent ME19 4TA

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
CONTENTS PAGE

	Page
Trustees' report	1-9
Statement of trustees' responsibilities	10
Independent examiner's report	11
Statement of financial activities	12
Balance sheet	13
Cash flow statement	14
Notes to the accounts	15-23

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED (LIMITED BY GUARANTEE) TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2025

The Trustees are pleased to present their report together with the financial statements of the charity for the year ended 31 March 2025.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. Under those Articles, the Trustees are elected at each Annual General Meeting by the Members of the organisation.

The Members have guaranteed to contribute a maximum of £1 each in the event of the company being wound up. The number of Members at 31 March 2025 was 31 (2023-24: 30).

The charity is run by a Board of Trustees, who delegate the day to day operation to the Chief Executive Officer and staff. The Board of Trustees meets six times per year to receive operational reports and review and agree policy and procedures, and on one or more occasions for the purposes of strategic planning.

Recruitment and appointment of new trustees

Trustees are recruited by general advertisement in local media, volunteer centre and the organisation's regular newsletter. Interested parties complete a full application form and references are taken up, before being invited to meet the trustees formally.

Induction and training of new trustees

There is a full induction and training programme in place for new trustees.

Risk Review

The Trustees have conducted their own review of the major risks to which the charity is exposed and systems have been established to mitigate those risks. The Financial Management Policy, Risk Management Policy and Reserves Policy were reviewed and updated at the Trustee Board meeting on 11th July 2024. The next annual review of these policies is scheduled for 17th July 2025. Internal risks are minimised by the implementation of procedures for authorisation of all transactions and projects and to ensure consistent quality of delivery for all operational aspects of the charitable company. These procedures are periodically reviewed to ensure that they still meet the needs of the charity.

AIMS & OBJECTIVES OF THE ORGANISATION

OUR VISION

An improved quality of life for carers in Brighton & Hove

OUR MISSION

To make a positive difference to the lives of carers by encouraging a wider recognition of their caring role; enabling them to fulfil their own needs as individuals and offering them appropriate and suitable support

CARERS: A DEFINITION

- Carers provide physical and/or emotional support to family members, partners or friends in need because they have a long-term illness, disability, mental health condition or substance-dependence. The care they provide is unpaid.
- Young carers are children and young people aged 17 or under who provide, or intend to provide, care, assistance or support to another family member. They carry out, often on a regular basis, significant or substantial caring tasks and assume a level of responsibility, which would usually be associated with an adult.

OUR AIMS AND VALUES

Putting carers first

Our services will focus on supporting carers; seeing things from their point of view. Many carers need better services for the person they care for. We will therefore take a holistic approach to all our work, considering the needs of carers, and those they care for.

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED (LIMITED BY GUARANTEE) TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2025

Empowerment

In all our work we will aim to empower individual carers to take control of their lives, play a full part in the local community and to move on from their role when appropriate. We believe that carers themselves are a powerful force for change, and we aim to give carers a real voice in designing and influencing services.

Involvement

We are committed to providing services which respond to carers' needs and enable carers and former carers to take an active part in our work. We also offer carers safe spaces to provide invaluable peer support for each other.

Equality

We recognise that many groups and communities experience discrimination and firmly assert that this is wrong. We aim to ensure that all our services are accessible, flexible, adaptable and appropriate to all carers in Brighton & Hove.

Service delivery

We will work in partnership with statutory and voluntary agencies, whilst retaining our independence. In doing so, we will use our resources effectively to provide a responsive and high-quality service to carers. Where we have identified needs that are not best met by our organisation, we will work proactively with other organisations to ensure that appropriate and timely services are provided.

Challenging and supportive

We aim to provide a challenging workplace for staff and volunteers, with an open and consultative management style, and to provide the support that staff and volunteers need to do their jobs.

STRATEGIC OUTCOMES

As a result of contact with The Carers Centre for Brighton and Hove:

- carers are more informed, supported and resilient through accessing services appropriate to their needs
- carers' needs are identified and prioritised with carer participation at both individual and service-wide levels
- carers and former carers feel empowered to contribute to policy, research and the development of services both locally and nationally
- stakeholders, decision-makers and the general public have an increased understanding of carers' experiences and recognition of what being an unpaid carer means
- staff and volunteers are valued, supported and part of a sustainable, respected organisation with a positive, inclusive culture

OUR SERVICES

In 2024-25, the Carers Centre employed a total of 23 staff members (8 full-time and 15 part-time), 11 sessional workers and 95 volunteers (63 during 2023-24). The Chief Executive Officer is accountable to the Board of Trustees (8 trustees in 2024-25) and is line managed by the Chairperson of the Board.

The Carers Centre provides a wide range of services, which are available to any unpaid carers in Brighton and Hove. In March 2025, we were delighted to begin delivery of a new Carers Hub contract having been recommissioned by Brighton & Hove City Council and NHS Sussex. Although the contract value was reduced due to statutory pressures in the current financial climate, this nevertheless gives us a great platform to continue to serve the unpaid carers of Brighton & Hove.

The Carers Hub model provides a 'front door' access point to all carers' support services in the city. The Carers Centre manages a dedicated Carers Hub phone line – 01273 977000 between 9am and 5pm Monday to Friday; and a website – www.carershub.co.uk with online resources and links related to young and adult carers. The Hub is an effective and efficient single-entry point for carers to get information, advice, support and services through agreeing a series of pathways with Adult Social Care, Children's Services, Alzheimer's Society, Crossroads Care and other voluntary sector organisations.

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED (LIMITED BY GUARANTEE) TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2025

(I) Our Services for Adult Carers

Our services for adult carers include the provision of emotional support, information, guidance and peer-support activities to a wide range of carers, including carers of people with mental health conditions, learning disabilities, physical or sensory disabilities and life-limiting illnesses.

Between April 2024 and March 2025, 1,968 adult carers (1,856 in 2023-24) received information, support and services from the Adult Carers Team. 838 of these were newly referred carers (863 in 2023-24), with 510 of those presenting with a variety of support requirements necessitating a Carers Contact Assessment. These assessments established their eligible needs and formed an intervention plan resulting in onward referrals to both internal and external support projects. In addition, 754 anonymous clients were advised on specific matters which either did not require registration or where the client chose not to register.

The Carers Hub service delivery model has strengthened our approach to offer carers advice, information and the aforementioned carers contact assessments over the phone and/or email. During this financial year, Carers Hub has made 22,344 contacts in person and by correspondence providing support, information and advice.

Carers Peer Support

The Carers Centre continued to deliver a regular online peer support provision during this period. We also continued to deliver our in-person coffee mornings in central Brighton, in Hove and in East Brighton. Carers received support to remain emotionally resilient and physically well, both through directed information, and through the impact of shared experience with other carers away from their caring role. Furthermore, the Adult Carers Team delivered workshops and activities with such themes as Emotional Freedom Technique, Journaling for Self-Care, Tai Chi/Qi Gong and benefits advice. During the period, 133 group sessions were organised with 155 unique individuals attending for a total of 697 carer attendances.

The other two peer support groups not covered under the headings below are:

- 1) our regular group for carers of those with learning disabilities or autistic spectrum disorders. During the period, 9 group sessions were organised with 36 carer attendances.
- 2) We also delivered 8 out of office hours peer support sessions for working carers. This provision generated 20 attendances.

Legal Surgeries

With thanks to our partners at Renaissance Legal and Martin Searle Solicitors, free legal surgeries (46 sessions (34 provided in 2023-24)) were held during the year, each with a solicitor offering pro-bono appointments to carers. Issues covered in the sessions included wills & trusts, housing, community care and Power of Attorney. From time to time the solicitors also give additional free time to run workshops and information sessions for the Centre.

Carers Reablement Project

This project matches a skilled volunteer with a carer with a view to the carer learning a new skill or rediscovering an old hobby that had been lost due to their busy caring role. The project also delivers several volunteer-led group activities for carers to enjoy.

We provided one to one support to 40 carers during the period including existing matches and new referrals. In addition, 35 group activities were delivered. These included 2 regular book club groups, our wellbeing walks and a meditation group. 43 unique individual carers made a combined total of 249 attendances at these events.

Unfortunately, the aforementioned reduction in funding under the Carers Hub contract means that the Reablement Project concluded on 28/2/25. However, we will be able to continue delivering the book club and wellbeing walk provisions into the next reporting period.

Forward Together

During this financial year, our provision supporting carers of those with end-of-life conditions was named Forward Together in consultation with carers accessing the service. This is reflective of the project which continues to provide 1:1 support (57 recipients during the period (65 in 2023-24)). Our monthly outreach at the Macmillan Horizon Centre has proved to be a useful way of identifying new carers and providing face-to-face information and support to carers using the Centre on an ad hoc or appointment basis.

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED (LIMITED BY GUARANTEE) TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2025

The Project also provides 13 months of support for bereaved carers. In addition to signposting to specialist bereavement services within the city, a peer support group for bereaved carers met 11 times during the year with a total of 28 individual carers (25 in 2023-24) making a combined 97 attendances. A one-off bereavement and loss workshop was also provided to 11 attendees.

Changes Ahead

Changes Ahead is our specialist project supporting those caring for someone living with a mental health condition. The service offers peer support and one-to-one sessions as well as courses to develop carer confidence.

During the period, 60 carers accessed one-to-one support, 44 carers made 97 attendances at the 13 peer support group meetings and there were 3 other groups provisions – Communication Tools for Carers (8 carers), Peer to Peer Support (5 carers) and a yoga course (11 carers).

Memory Assessment Service (MAS) Link Work

During the period, the Memory Assessment Service Carers Link Worker offered support, information, signposting and help with the assessment process for carers of those living with dementia.

In addition, the worker offered support to carers who are caring for someone with a diagnosis of Mild Cognitive Impairment (MCI), ensuring that the caring role for someone with a mild memory problem was still acknowledged and carers assessments accessed. The worker enabled many carers to receive specialist case coordination, access to a broad range of support options and feel more consulted by clinical staff. Carers Centre staff supported 378 carers of people living with dementia or other memory-related condition during the period.

Hospital Link Work

Along with partner organisations in East and West Sussex, we continued to deliver The Sussex Carers Health Project during the period. The project aims to increase carer awareness and make it as simple as possible for primary and secondary care partners to identify carers earlier and provide appropriate health and practical support, in partnership with the Sussex Carers Partnership (SCP) and integrated with the community – referring to and maximising existing resource.

The project forms a Sussex-wide approach seeking to level up carer identification and support across primary and secondary care, scaling up recognised best practice and reducing variability in access and experience for the carer and therefore the person with care needs.

In Brighton & Hove specifically, our 3 Hospital Link Workers (2.0 FTE) engage with carers and professionals at the Royal Sussex County Hospital. With support from NHS colleagues, we have embedded our work at the Transfer of Care Hub and have generated 122 Brighton & Hove carer referrals and 125 previously known carers have re-engaged due to contact with our hospital staff.

(II) Our Services for Young Carers

The Young Carers Team aims to support children and young people who care for a member of their family who has a physical or mental health support need, substance misuse issue or sensory or learning disability. The Team supports children & young people whose social, emotional or educational development is negatively affected by their caring role.

The Team has two main aims: to reduce the actual caring role and / or to reduce the impact of the caring role. The first thing we do is try to improve the support provided to the family in order to reduce the reliance on children as carers. In particular we engage with Education, Children and Families Social Care, Adult Social Care, Health and Housing services. We also provide activities and run groups, to enable young carers to enjoy a break and develop their peer support network. Furthermore, the team provides one-to-one emotional support work to build the internal resilience of young carers when they face times of particular stress or transition.

During the period, the Young Carers Team received 99 new referrals (108 in 2023-24) for young carers aged 6-17, and offered information, advice and activities to a total number of 393 young carers (364 in 2023-24).

The Team supported young carers by offering:

- Casework and support to young carers and their families to improve the caring role and working in partnership with adult and Children & Families Services around the needs of the young carer and their families

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED

(LIMITED BY GUARANTEE)

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2025

-
- 98 in-person and online group activities for young carers (92 in 2023-24) including a first aid course, ice skating, multi-sports, a tennis coaching course, workshops for neuro-diverse young carers and circus skills. 147 unique young carers accessed these activities, taking up a total of 907 places (934 in 2023-24)
 - 33 young adult carers aged 18-24 received advice and guidance. 22 young adult carers also attended 6 different targeted events including a mentor programme for young women

(III) Development Work **Information**

Carers News goes out four times a year to over 3,000 carers and professionals (up from around 2,500 in 2023-24). The Centre continues to encourage carers to receive the electronic version of the newsletter in order to save printing and postage costs. The Carers Centre also produces a series of factsheets free to carers on a range of topics including respite, transport, community care, bereavement services and returning to employment. Each of the 11 factsheets is updated annually to provide as much up-to-date information to carers as possible. Carers can also get access to information and advice via the Carers Hub phone line (9-5; Monday to Friday) and via our website – www.thecarerscentre.org, which posts regular updates, news and activities relevant to the city's carers. Different social media channels, such as Facebook and Instagram for young carers have been used to stay in touch with and contact more carers in the city.

Employment

The Carers Centre works with employers to support their workers who are also unpaid carers. Raising awareness and offering free online resources are the key focus at the initial stage. Further support is available to those seeking to embed good practice.

During the year, we engaged with 143 employers ranging from large scale organisations such as Legal & General, Amex and the NHS to small, local businesses. We continued to support the development of the Staff Carer Network at the Royal Sussex County Hospital.

Awareness raising and creation of Carer Champion roles has been ongoing. Having created an online carer-awareness training course, its four modules (including a specific session for employers and a fifth module for secondary care staff to launch soon), have proved popular with 87 organisations or individuals taking the training during the year (93 in 2023-24).

Primary Care Link Work

As part of our Carers Hub contract, we aim to engage with at least 50% of the city's GP surgeries each year. We are able to offer each practice the chance to self-audit their carer-friendly services and provide awareness raising opportunities for both staff and patients. 26 surgeries were engaged during the period which equates to 84%. Other providers such as pharmacies, social prescribers and primary care networks were also provided with information.

(IV) Campaigning

Carers Week June 2024

A huge thank you to all the carers and professionals that joined us for a successful Carers Festival event at Brighton's Open Market on Wednesday 12th June 2024. We were delighted to welcome so many people throughout the day and it was encouraging to see all the networking and celebrating that went on.

Much appreciation to the Carers Centre staff that led on the planning and delivery of the event. We also had our Health Link Workers at the Royal Sussex County Hospital and at Warmdene Surgery during what was a busy Carers Week in the city.

We took on board carer feedback from previous years that the best balance is one large celebratory event, supplemented by smaller, pop-up events raising awareness of the incredibly important role that carers take on each day.

Carers' Rights Day November 2024

We held our main event for Carers Rights Day this year at The Friends Meeting House on Thursday 21 November. This year's theme was "Recognising your rights". More than 30 carers attended and we had a highly informative and engaging event.

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED (LIMITED BY GUARANTEE) TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2025

We were also at the Royal Sussex County Hospital's Carers Rights Day event on 22 November which again had over 30 delegates.

At our main event, we had a number of speakers with the aim of covering as many rights and benefits as we could in 3 hours:

1. The Carer's Commissioner from Brighton and Hove City Council gave an update to the Carer Friendly City strategy and how this is progressing into 2025 including the renewal of the Carers Hub contract with The Carers Centre as the lead partner.
2. Carers UK spoke about general carers rights, working carers rights and a campaign to have caring designated as a protected characteristic.
3. Brighton and Hove Energy Services Co-op gave a talk about free ways they can help people to save money on energy usage, tariffs and some practical tips around your home as well as offering free support to individuals.
4. The Department for Work and Pensions spoke about Universal Credit, Pension Credit and carer elements of these.
5. Possability People talked about Personal Independence Payments and Attendance Allowance and the support they offer.

Finally, we wrapped up with a wonderful and easily repeated meditation session by one of our fantastic volunteers.

Young Carers' Action Day March 2025

We also cannot forget the incredible Young Carers Action Day 2025 event that we held at Komedia. We were able to come together with young carers and their families to host a private film screening, preceded by an insightful film involving local young carers, followed by a speech about the importance of Young Carers Action Day, before we watched the movie. It was a great mix of young carers, their families and professionals from the local community – everyone came together to support and empower young carers under the theme of 'Give Me A Break'.

(V) Carers Engagement

Carers are identified who are willing to be consulted as experts as and when required. We have 62 registered members of our Carers Voice group.

We continue to work with the Learning Disability Partnership Board and the Autism Partnership Board during the period. For both boards, this involves attending board meetings and advising on matters relating to carers as well as involvement in working groups and the development of the Council's long-term strategies for both. For the LDPB we have been part of the Information and Advice and the Activities, Work and Learning groups on a regular basis and also a cross party SEND/Adult Learning Disability group.

We also completed an updated engagement report on the experience of carers during the discharge of a person they care for from hospital.

Overall, through our various communications channels, approx. 3,100 carers engaged with, plus 600 potential carers or employers via our Linked In page.

Social Media and Website Engagement

As of 31st March 2025, we had 6,036 followers across social media channels, 324 mailing list sign-ups for the year and 13,500 unique website visitors during the period

(VI) Volunteers

The Carers Centre has a committed team of volunteers. 95 volunteers supported our work during the period including the 8 voluntary members of the Board of Trustees. Our office volunteer works with us regularly to undertake office administrative tasks: updating and maintaining our information library, co-ordinating carer events, producing factsheets and updating our website. Our office volunteer received 6 supervision sessions during the year. We also had 22 Reablement volunteers in 2024-25 and 2 volunteer solicitors providing free legal surgeries.

We have 62 Carers Voice group members who share their experiences and contribute to the aforementioned Carer Engagement work. Through the process, carers gain peer support and knowledge to sustain their caring role. It is also an empowerment mechanism to build carers' confidence and knowledge to challenge and influence policy and decision makers.

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED (LIMITED BY GUARANTEE) TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2025

(VII) Representation

In 2024-25, The Carers Centre represented carers at the following partnerships and working groups, with Carer Experts also involved in some of these meetings:

- Sussex Carers Partnership (with Care for the Carers East Sussex and Carers Support West Sussex)
- Brighton & Hove Lead Providers Collaborative (with Southdown, Citizens Advice B&H, Together Co and Impact Initiatives)
- Inclusive Communities Partnership (our role here is carer engagement work, the partnership is led by the Trust for Developing Communities)
- Carers Strategy Working Group
- Young Carers Strategy Group
- National Young Carers Voice Group
- Carers Hub Operational Group
- Learning Disabilities Partnership Board
- Autism Partnership Board
- Brighton Chamber of Commerce
- Triangle of Care Advisory Group – Sussex Partnership Foundation Trust
- NHS Carer Health Forum
- Dementia Action Alliance
- Community Works Voluntary Sector Reps Group
- Our CEO is also Community Works Carers Rep and represents the voluntary sector on the Brighton & Hove Health and Wellbeing Board

FINANCIAL REVIEW

Results

There was a deficit for the year of £135,320 (2023-24: £84,251). This has been debited from company reserves, leaving a balance of funds carried forward of £824,273 at 1 April 2025 (2024: £959,593) of which £114,929 (2024: £124,582) has to be used on restricted projects.

Reserves Policy

The Trustees wish to maintain a level of reserves that would ensure the stability of the organisation in the medium term, whilst maximising the use of the charity's resources towards its charitable objects. In addition to the review of the organisation's financial management policy, the Trustees agreed a prudent reserves and legacy policy at the Trustee Board meeting on 17th July 2025. The Trustees have decided that a level of working reserves should be maintained to cover at least 6 months' running costs (this currently equates to £401,486), which are not committed or invested in tangible fixed assets.

Unrestricted free reserves now stand at £515,844 (2024: £619,659) which is in line with the organisation's Reserves Policy outlined above. The Board of Trustees see it is prudent to maintain the current level of reserves alongside the designated funds outlined below to ensure the cash flow of the organisation is funded and that the work of the Carers Centre continues into the future. Should unforeseen reductions in funding occur, our reserves will enable us to respond accordingly and maintain the organisation's offer of vital support and services to carers.

Designated funds are set aside for the following:

- Infrastructure Fund £20,000 set aside to maintain facilities and accommodate IT development costs
- Young Carers Services £70,000. The board has designated these funds due to this area of work being in deficit during the past few years. The board feels that these services are important to maintain.
- Fundraising £3,500 in-line with the budget agreed for 2025-26
- Services for carers of people living with dementia £5,000. As a result of a reduction in funding in this area within the Carers Hub contract, the Board have agreed to this investment to ensure the continuation of quality support to this group of carers in our city
- Closure Contingency Fund £95,000. In the event that closure contingency is needed, this would fund projected redundancy payments due to employees, terminating service contracts such as office rent and equipment, accountancy, audit and other professional costs

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED (LIMITED BY GUARANTEE) TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2025

Fundraising performance

Fundraising priorities are set and an annual plan agreed by the Board of Trustees. In 2024-25, we successfully retained the Carers Hub contract which has a value of over £430,000 per annum. However, this is a significant reduction in value compared to the value of the previous contract and is due to difficult decisions made by statutory funders. Further to the Carers Hub contract, 13 successful funding bids totalled £21,000. These bids range from small amounts for one-off events to large ongoing projects. Due to the current financial climate, fundraising remains an ongoing challenge, but The Carers Centre has a good record of securing charitable grants.

Brokerage Grants

The team often applies for financial support for individual carers from charitable trusts. During the financial year 2024-25, we received £14,421 from the following:

- Carers Trust - £14,003
- Independence at Home Group - £320
- St Bernards Charity - £98

The grants have been used for a variety of purposes according to the specific needs of the carers concerned. Examples include funding for a new domestic appliance, support with energy bills, respite opportunities and training/tuition costs. In addition to this, we also worked with Brighton & Hove City Council to distribute £17,000 of Household Support Fund grants during the period to carers in need of support with household costs.

Investment performance

We had no investments during the period other than our deposit accounts with CAF Bank, Charity Bank, Shawbrook Bank, United Trust Bank and Virgin Money which pay standard interest rates on a range of fixed-term accounts and accessible funds.

PLANS FOR THE FUTURE

The Carers Centre's five-year strategic business plan and fundraising strategy have now been in place for three years. These two key documents were produced following extensive consultation with carers, staff, trustees, funders and other stakeholders. The board is committed to continuing to develop services for carers and fundraising targets for 2025-26 include increasing our resources to support young adult carers and carers of those living with a mental health condition. We intend to continue to diversify revenue streams through applications to trusts and foundations - our reserve levels are now at a level that will make us eligible for most grant-funding opportunities. Regular consultation events with carers are held and feedback gathered from all events and activities in order to inform our future plans. We also actively participate in national and local consultation and research into the role of unpaid carers in society.

ON BEHALF OF THE BOARD:



Mr. Vasan Selvaratnam – Chairperson

Date: 2nd Oct 2025

**THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
STATEMENT OF TRUSTEES' RESPONSIBILITIES**

FOR THE YEAR ENDED 31 MARCH 2025

The trustees, who are also the directors of The Carers Centre for Brighton & Hove Limited for the purpose of company law, are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 'The Financial Reporting Standard Applicable in the UK and Republic of Ireland'

Company law requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity 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 charity and enable them to ensure that the accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
INDEPENDENT EXAMINER'S REPORT**

TO THE TRUSTEES OF THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 March 2025 which are set out on pages 12 to 23.

Responsibilities and basis of report

As the charity 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 charitable 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 charitable company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I 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 charitable 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 applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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.


Mr Mark Cummins FCCA FCIE

TC Group
The Courtyard
Shoreham Road
Upper Beeding
Steyning
West Sussex
BN44 3TN

Dated: 14/10/2025.

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)

FOR THE YEAR ENDED 31 MARCH 2025

		Unrestricted funds £	Restricted funds £	Designated funds £	Total 2025 £	Total 2024 £
Income from:						
Donations, grants and gifts	3	3,679	31,985	-	35,664	56,717
Charitable activities	4	620,677	-	-	620,677	682,598
Other income	5	700	-	-	700	119
Investment income - Interest received		10,610	-	-	10,610	12,036
Total income		635,666	31,985	-	667,651	751,470
Expenditure on:	6					
Charitable activities						
Activities undertaken directly		610,002	41,638	88,448	740,088	773,591
Other costs		56,299	-	6,584	62,883	62,130
Total expenditure		666,301	41,638	95,032	802,971	835,721
Net income/(expenditure)		(30,635)	(9,653)	(95,032)	(135,320)	(84,251)
Transfer between funds	18	(73,180)	-	73,180	-	-
Net movement in funds		(103,185)	(9,653)	(21,852)	(135,320)	(84,251)
Fund balances at 1 April 2024		619,659	124,582	215,352	959,593	1,043,844
Fund balances at 31 March 2025		515,844	114,929	193,500	824,273	959,593

All activities are classed as continuing. There are no recognised gains or losses other than those reported on the Statement of Financial Activities.

The notes of pages 15 to 23 form a part of these accounts.

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
BALANCE SHEET

AS AT 31 MARCH 2025

	Notes	2025 £	2024 £
Fixed assets	12	6,193	9,244
Current assets			
Debtors	13	15,237	9,157
Cash at bank and in hand		841,604	988,941
		856,841	998,098
Creditors: amounts falling due within one year	14	(38,761)	(47,749)
Net current assets		818,080	959,593
Total assets		824,273	959,593
Income funds			
Restricted funds	17	114,929	124,582
Unrestricted funds	19	515,844	619,659
Designated funds	18	193,500	215,352
Total funds		824,273	959,593

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

For the financial year in question the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

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

The accounts were approved by the Board on 2/10/25



Mr V Selvaratnam

Trustee

Company Registration No. 02758481

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
CASH FLOW STATEMENT

FOR THE YEAR ENDED 31 MARCH 2025

		£	2025 £	£	2024 £
Net cash used in operating activities					
Net expenditure			(135,320)	(84,251)	
Depreciation	12		3,051	4,971	
Investment income			(10,610)	(12,036)	
Decrease in creditors	14		(8,988)	(16,476)	
Increase in debtors	13		(6,080)	78,001	
			(157,947)		(29,791)
Cash flows from investing activities					
Purchase of tangible fixed assets			-	(13,802)	
Interest receivable			10,610	12,036	
			10,610		(1,766)
Decrease in cash			(147,337)		(31,557)
Cash and cash equivalents at the beginning of the year			988,941		1,020,498
Cash and cash equivalents at the end of the year			841,604		988,941

Analysis of net cash:

	1 April 2024	Cash flow	31 March 2025
	£	£	£
Cash at bank and in hand	988,941	(147,337)	841,604

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2025

1 Statutory information

The Carers Centre for Brighton & Hove Limited is a charitable company, limited by guaranteed, registered in England and Wales. The charitable company's registered number and registered office address can be found on the Legal and Administrative Information page.

2 Accounting policies

2.1 Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019) – Charities SORP (FRS102) and the Companies Act 2006.

The Carers Centre for Brighton & Hove Limited meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s). The financial statements are prepared in Sterling which is the functional currency of the charity and rounded to the nearest £1.

There are no material uncertainties about The Carers Centre for Brighton & Hove Limited's ability as a going concern.

2.2 Income

All income is recognised in the Statement of Financial Activities once the charity has gained entitlement to the income and the amounts can be quantified with sufficient reliability. The following specific policies are applied to particular categories of income:

Donations, grants and gifts are included in full in the Statement of Financial Activities once receivable.

Contract income is recognised as the charity becomes entitled to the contract income (i.e. over the term of the contract).

Investment income is recognised in the financial statements when receivable.

2.3 Expenditure

Expenditure is recognised on an accruals basis when a liability is incurred. Expenditure includes any VAT which cannot be fully recovered and is included within the item of expenditure to which it relates.

Charitable expenditure comprises those costs incurred by the charity in pursuit of its charitable objectives. It includes both direct costs and support costs relating to such activities. Support costs, including salaries, are apportioned on the basis of the time involved on the activity.

Governance costs include those costs associated with meeting the statutory requirements of the charity and include its audit fees and costs linked to strategic management of the charity. These costs are included in support costs under the Charities SORP (FRS 102).

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

2 Accounting policies (continued)

2.4 Fixed assets

Fixed assets are recognised at historic cost less accumulated depreciation. Depreciation rates are as follows:

Fixtures and fittings	33% on cost
Computer equipment	33% on cost

2.5 Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered.

Prepayments are valued at the amount prepaid net of any trade discounts due.

2.6 Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments. The Trustees seek to use short and medium term deposits where possible to maximise the return on monies held at the bank and to manage cash flow.

2.7 Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

2.8 Leasing and hire purchase commitments

Rentals payable under operating leases are charged against income on a straight line basis over the period of the lease.

2.9 Pensions

Retirement benefits to employees of the entity are provided by a defined contribution scheme. The assets of the scheme are held separately from those of the entity.

The contributions made in relation to the defined contribution scheme are charged in the accounts as they become payable in accordance with the rules of the scheme.

2.10 Fund accounting

Restricted funds are subject to specific conditions by funders as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the accounts.

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds are available for use at the discretion of the trustees for the specific purposes as set out by the trustees.

2.11 Taxation

The company is a registered charity (number: 1015728). All of the charity's income falls within the exemptions set out in part 11 of the Corporation Tax Act 2010.

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

3 Donations, grants and gifts

	Unrestricted funds £	Restricted funds £	Total 2025 £	Total 2024 £
Donations	3,679	2,370	6,049	12,474
Grants	-	29,615	29,615	44,243
	<u>3,679</u>	<u>31,985</u>	<u>35,664</u>	<u>56,717</u>

4 Income from charitable activities

	Unrestricted funds £	Restricted funds £	Total 2025 £	Total 2024 £
Contract income	<u>620,677</u>	<u>-</u>	<u>620,677</u>	<u>682,598</u>

5 Other income

	Unrestricted funds £	Restricted funds £	Total 2025 £	Total 2024 £
Other income	<u>700</u>	<u>-</u>	<u>700</u>	<u>119</u>

6 Total expenditure

	Staff costs £	Other costs £	Total 2025 £	Total 2024 £
Charitable activities				
Activities undertaken directly	457,995	282,093	740,088	773,591
Other costs (note 7)	<u>50,912</u>	<u>11,971</u>	<u>62,883</u>	<u>62,130</u>
Total	<u>508,907</u>	<u>294,064</u>	<u>802,971</u>	<u>835,721</u>

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

7 Other costs

	Total	Total
	2025	2024
	£	£
Staff costs	50,912	49,719
Governance costs (Note 8)	11,971	12,411
	62,883	62,130

8 Governance costs

	Total	Total
	2025	2024
	£	£
Independent examiners' fee	3,600	3,300
Accountancy	8,042	8,905
AGM	195	183
Companies House filing fees	34	13
Trustees expenses	100	10
	11,971	12,411

9 Trustees

During the year, £76 was reimbursed to one trustee (2024: £10 to one trustees).

No trustees received any remuneration in the current or prior year.

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

10 Statement of financial activities comparative funds – year ended 31 March 2024

	Unrestricted funds £	Restricted funds £	Designated funds £	Total 2024 £
Donations, grants and gifts	2,808	53,909	-	56,717
Charitable activities	682,598	-	-	682,598
Other Income	119	-	-	119
Investment income - Interest received	12,036	-	-	12,036
Total income	697,561	53,909	-	751,470
Expenditure on:				
Charitable activities				
Activities undertaken directly	642,331	34,260	97,000	773,591
Other costs	60,598	-	1,532	62,130
Total expenditure	702,929	34,260	98,532	835,721
Net income/(expenditure)	(5,368)	19,649	(98,532)	(84,251)
Transfer between funds	(58,884)	-	58,884	-
Net movement in funds	(64,252)	19,649	(39,648)	(84,251)
Fund balances at 1 April 2023	683,911	104,933	255,000	1,043,844
Fund balances at 31 March 2024	619,659	124,582	215,352	959,593

11 Employees

Number of employees

The average number of employees during the year was 25 (2024: 24).

Employment costs	2025 £	2024 £
Wages and salaries	466,442	459,528
Social security costs	33,379	32,326
Other pension costs	9,086	10,599
	508,907	502,453

Total employee benefits for key management personnel of the charity in the year amounted to £50,912 (2024: £49,719).

There were no employees with emoluments above £60,000 during the year (2024: none).

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

12	Fixed Assets	Fixtures and Fittings	Computer Equipment	Total
	Cost			
	Cost b/fwd and c/fwd	5,119	67,064	72,183
	Depreciation			
	At 1 April 2024	5,119	57,820	62,939
	Depreciation charge in the year	-	3,051	3,051
	At 31 March 2025	5,119	60,871	65,990
	Net Book Value			
	At 31 March 2025	-	6,193	6,193
	At 31 March 2024	-	9,244	9,244
13	Debtors		2025 £	2024 £
	Trade debtors		5,598	1,866
	Other debtors		2,454	2,454
	Prepayments and accrued income		7,185	4,837
			15,237	9,157
14	Creditors: amounts falling due within one year		2025 £	2024 £
	Trade creditors		25,521	29,422
	Taxes and social security costs		7,545	9,038
	Accruals and deferred income		5,695	9,289
			38,761	47,749
15	Pension and other post-retirement benefit commitments			
	At the balance sheet date £Nil (2024: £Nil) was owed in respect of contributions to schemes.			
			2025 £	2024 £
	Contributions payable by the charity for the year		7,539	9,038

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

16 Share capital & control

The Carers Centre for Brighton & Hove Limited is a company limited by guarantee and has no share capital. The liability of the members is limited to a sum not exceeding £1. The charity is controlled by its trustees. No one member has overall control of the charity.

17 Restricted funds

The income funds of the charity include restricted funds comprising the following balances of donations and grants held on trust for specific purposes:

	Movement in funds				
	Balance at 1 April 2024	Incoming resources	Resources expended	Transfers	Balance at 31 March 2025
	£	£	£		£
Young Carers	19,649	14,985	(24,638)	-	9,996
Development Work	21,231	-	-	-	21,231
Adult Carers	83,702	17,000	(17,000)	-	83,702
	124,582	31,985	(41,638)	-	114,929

Young Carers – This fund provides resources to run group work sessions and activities for Young Carers aged between 6 and 17 years old.

Development Work – This fund provides resources for future development work to support unpaid Carers.

Adult Carers – This fund provides resources to run services for Adult Carers aged 18 years old or above.

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

18 Designated funds

	Movement in funds				Balance at 31 March 2025
	Balance at 1 April 2024	Incoming resources	Resources expended	Transfers	
	£	£	£	£	£
Designated fund – Infrastructure	20,000	-	(22,081)	22,081	20,000
Designated fund – Young Carers Services	85,352	-	(68,450)	53,098	70,000
Designated fund – Closure contingency	70,000	-	-	25,000	95,000
Designated fund – Fundraising	40,000	-	(4,084)	(32,416)	3,500
Alzheimers Society	-	-	(417)	5,417	5,000
	<u>215,352</u>	<u>-</u>	<u>(95,032)</u>	<u>73,180</u>	<u>193,500</u>

The designated funds for infrastructure and repairs were established enable the charity to fund such expenditure in the future.

The designated funds for Young carer's services is to provide resources to run group sessions and activities for young carers between 6 and 17 years old.

The designated funds for Alzheimers Society provides resources to support carers looking after Alzheimers patients.

The designated funds for Closure contingency is in case the charitable company is forced to close. This amount would fund projected redundancy payments due to it's employees and terminating service contracts such as: office rent and equipment, accountancy, audit and other professional costs.

19 Analysis of net assets between funds

	Unrestricted funds	Designated funds	Restricted funds	Total 2025
	£	£	£	£
Fund balances at 31 March 2025 are represented by:				
Fixed Assets	-	6,193	-	6,193
Current assets	554,605	187,307	114,929	856,841
Creditors: amounts falling due within one	(38,761)	-	-	(38,761)
	<u>515,844</u>	<u>193,500</u>	<u>114,929</u>	<u>824,273</u>
	Unrestricted funds	Designated funds	Restricted funds	Total 2024
	£	£	£	£
Fund balances at 31 March 2024 are represented by:				
Fixed Assets	-	9,244	-	9,244
Current assets	667,408	206,108	124,582	998,098
Creditors: amounts falling due within one	(47,749)	-	-	(47,749)
	<u>619,659</u>	<u>215,352</u>	<u>124,582</u>	<u>959,593</u>

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

20 Commitments under operating leases

At 31 March 2025 the company had total commitments under non-cancellable operating leases as follows:

	Land and buildings	
	2025	2024
	£	£
Expiry date:		
Within one year	25,178	25,178
1-5 years	50,357	75,535
	75,535	100,713

	Other	
	2025	2024
	£	£
Expiry date:		
Within one year	1,073	2,146
1-5 years	-	1,073
	1,073	3,219

Included within the Statement of Financial Activities are operating lease payments of £31,513 (2024: £30,969).

Document Activity Report

Document Sent

Thu, 11 Sep 2025 11:59:16 GMT

Document Activity History

Document history shows most recent activity first

Date

Activity

You can verify that this is a genuine Portal document by uploading it to the following secure web page:

<http://tcgroup.accountantspace.co.uk/messages/VerifyDocument>

Document Activity Report

Document Sent

Tue, 07 Oct 2025 15:10:59 GMT

Document Activity History

Document history shows most recent activity first

Date

Activity

You can verify that this is a genuine Portal document by uploading it to the following secure web page:

<http://tcgroup.accountantspace.co.uk/messages/VerifyDocument>

Document Activity Report

Document Sent

Thu, 16 Oct 2025 11:13:49 GMT

Document Activity History

Document history shows most recent activity first

Date

Activity

You can verify that this is a genuine Portal document by uploading it to the following secure web page:

<http://tcgroup.accountantspace.co.uk/messages/VerifyDocument>

THE CARERS CENTRE FOR BRIGHTON AND HOVE LIMITED

England & Wales - Charity number 1015728

Accounts

Charity Registration No. 1015728

Company Registration No. 02758481 (England and Wales)

**THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)**

TRUSTEES' REPORT AND ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2024

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mr Vas Selvaratnam (Chairperson) Mr Gregory Bortkiewicz Mr James Pike Ms Brigid Day Mr Jamie Elliott (Treasurer, resigned 16/01/24) Mr Jeremy Laver Dr Feylyn Lewis Ms Celine Thomas (elected 27/09/23) Ms Samantha Bartlett (elected 27/09/23)
Patrons	Mrs Caroline Lucas Prof Saul Becker, Carers Trust Ambassador
Chief Executive Officer & Secretary	Mr Thomas Lambert
Charity number	1015728
Company number	02758481
Principal Address and Registered office	Brighton Junction 35 New England Street Brighton England BN1 4GQ
Independent Examiners	TC Group The Courtyard Shoreham Road Upper Beeding Steyning West Sussex BN44 3TN
Bankers	Charities Aid Foundation Bank Ltd Kings Hill West Malling Kent ME19 4TA

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED

(LIMITED BY GUARANTEE)

CONTENTS PAGE

	Page
Trustees' report	1-9
Statement of trustees' responsibilities	10
Independent examiner's report	11
Statement of financial activities	12
Balance sheet	13
Cash flow statement	14
Notes to the accounts	15-23

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED (LIMITED BY GUARANTEE) TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2024

The Trustees are pleased to present their report together with the financial statements of the charity for the year ended 31 March 2024.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. Under those Articles, the Trustees are elected at each Annual General Meeting by the Members of the organisation.

The Members have guaranteed to contribute a maximum of £1 each in the event of the company being wound up. The number of Members at 31 March 2024 was 30 (2022-23: 32).

The charity is run by a Board of Trustees, who delegate the day to day operation to the Chief Executive Officer and staff. The Board of Trustees meets six times per year to receive operational reports and review and agree policy and procedures, and on one or more occasions for the purposes of strategic planning.

Recruitment and appointment of new trustees

Trustees are recruited by general advertisement in local media, volunteer centre and the organisation's regular newsletter. Interested parties complete a full application form and references are taken up, before being invited to meet the trustees formally.

Induction and training of new trustees

There is a full induction and training programme in place for new trustees.

Risk Review

The Trustees have conducted their own review of the major risks to which the charity is exposed and systems have been established to mitigate those risks. The Financial Management Policy, Risk Management Policy and Reserves Policy were reviewed and updated at the Trustee Board meeting on 6th July 2023. The next annual review of these policies is scheduled for 11th July 2024. Internal risks are minimised by the implementation of procedures for authorisation of all transactions and projects and to ensure consistent quality of delivery for all operational aspects of the charitable company. These procedures are periodically reviewed to ensure that they still meet the needs of the charity.

AIMS & OBJECTIVES OF THE ORGANISATION

OUR VISION

An improved quality of life for carers in Brighton & Hove

OUR MISSION

To make a positive difference to the lives of carers by encouraging a wider recognition of their caring role; enabling them to fulfil their own needs as individuals and offering them appropriate and suitable support

CARERS: A DEFINITION

- Carers provide physical and/or emotional support to family members, partners or friends in need because they have a long-term illness, disability, mental health condition or substance-dependence. The care they provide is unpaid.
- Young carers are children and young people aged 17 or under who provide, or intend to provide, care, assistance or support to another family member. They carry out, often on a regular basis, significant or substantial caring tasks and assume a level of responsibility, which would usually be associated with an adult.

OUR AIMS AND VALUES

Putting carers first

Our services will focus on supporting carers; seeing things from their point of view. Many carers need better services for the person they care for. We will therefore take a holistic approach to all our work, considering the needs of carers, and those they care for.

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED (LIMITED BY GUARANTEE) TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2024

Empowerment

In all our work we will aim to empower individual carers to take control of their lives, play a full part in the local community and to move on from their role when appropriate. We believe that carers themselves are a powerful force for change, and we aim to give carers a real voice in designing and influencing services.

Involvement

We are committed to providing services which respond to carers' needs and enable carers and former carers to take an active part in our work. We also offer carers safe spaces to provide invaluable peer support for each other.

Equality

We recognise that many groups and communities experience discrimination and firmly assert that this is wrong. We aim to ensure that all our services are accessible, flexible, adaptable and appropriate to all carers in Brighton & Hove.

Service delivery

We will work in partnership with statutory and voluntary agencies, whilst retaining our independence. In doing so, we will use our resources effectively to provide a responsive and high-quality service to carers. Where we have identified needs that are not best met by our organisation, we will work proactively with other organisations to ensure that appropriate and timely services are provided.

Challenging and supportive

We aim to provide a challenging workplace for staff and volunteers, with an open and consultative management style, and to provide the support that staff and volunteers need to do their jobs.

STRATEGIC OUTCOMES

As a result of contact with The Carers Centre for Brighton and Hove:

- carers are more informed, supported and resilient through accessing services appropriate to their needs
- carers' needs are identified and prioritised with carer participation at both individual and service-wide levels
- carers and former carers feel empowered to contribute to policy, research and the development of services both locally and nationally
- stakeholders, decision-makers and the general public have an increased understanding of carers' experiences and recognition of what being an unpaid carer means
- staff and volunteers are valued, supported and part of a sustainable, respected organisation with a positive, inclusive culture

OUR SERVICES

In 2023-24, the Carers Centre employed a total of 23 staff members (9 full-time and 14 part-time), 13 sessional workers and 63 volunteers (72 during 2022-23). The Chief Executive Officer is accountable to the Board of Trustees (9 trustees in 2023-24) and is line-managed by the Chairperson of the Board.

The Carers Centre provides a wide range of services, which are available to any unpaid carers in Brighton and Hove. By the end of the financial year 2023-24, the Carers Centre was 6½ years into delivery of the Carers Hub model which provides a 'front door' access point to all carers' support services in the city. Within the 3-tier system, the Carers Centre holds a dedicated phone line – 01273 977 000 between 9am and 5pm Monday to Friday; and a website – www.carershub.co.uk with online resources and links related to young and adult carers. The Hub is an effective and efficient single-entry point for carers to get information, advice, support and services through agreeing a series of pathways with the Adult Social Care Team, Childrens' Services, the Memory Assessment Service, Alzheimer's Society, Crossroads Care and other voluntary sector organisations.

(I) Our Services for Adult Carers

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED (LIMITED BY GUARANTEE) TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2024

Our services for adult carers include the provision of emotional support, information, guidance and peer-support activities to a wide range of carers, including carers of people with mental health conditions, learning disabilities, physical or sensory disabilities and life-limiting illnesses.

Between April 2023 and March 2024, 1,856 adult carers (1,722 in 2022-23) received information, support and services from the Adult Carers Team. 863 of these were newly referred carers (807 in 2022-23), with 732 of those presenting with a variety of support requirements necessitating a carers contact assessment (644 in 2021-22). These assessments established their eligible needs and formed an intervention plan resulting in onward referrals to both internal and external support projects. In addition, 544 anonymous clients were advised on specific matters which either did not require registration or where the client chose not to register.

The Carers Hub service delivery model has strengthened our approach to offer carers advice, information and the aforementioned carers contact assessments over the phone and/or email. During this financial year, Carers Hub has made 25,366 contacts in person and by correspondence providing support, information and advice (24,101 in 2022-23).

Carers Peer Support

The Carers Centre continued to deliver a weekly online peer support provision during this period. We also continued to deliver our in-person coffee mornings in central Brighton, in Hove and in East Brighton. Carers received support to remain emotionally resilient and physically well, both through directed information, and through the impact of shared experience with other carers away from their caring role. During the period, 78 group sessions were organised with 68 individuals attending for a total of 387 carer attendances (370 in 2022-23).

The other two peer support groups not covered under the headings below are:

- 1) our regular group for carers of those with learning disabilities or autistic spectrum disorders. During the period, 11 group sessions were organised with 45 carer attendances.
- 2) We also delivered 10 out of office hours peer support sessions for working carers. This provision generated 23 attendances.

Carers Reablement Project

This project matches a skilled volunteer with a carer with a view to the carer learning a new skill or rediscovering an old hobby that had been lost due to their busy caring role. The project also delivers several volunteer-led group activities for carers to enjoy.

We have had 78 referrals over the past year, with 31 in Q4. We have interacted with 112 carers accessing the project during the period, including existing matches, new referrals, new matches and members of the groups we host. In the last year we have matched 14 carers with volunteers on a 1:1 basis plus 15 one off 1:1 meetings with carers to help with their requested skills, invite to a Reablement group or to signpost to other organisations in the city. Furthermore, our reflexology volunteer has seen 28 carers over x4 sessions for a taster.

Over the past year we have hosted x12 in person book club meetings at the Jubilee library, x12 wellbeing walks in different parts of the city, x4 Crafternoon groups, x11 online Meditation groups. 69 individual carers attended 39 sessions for a total of 290 attendances.

End of Life Project

The End of Life project continues to support carers of people with a range of life-limiting illnesses. The Project continues to provide 1:1 support (65 recipients during the period up from 59 in 2022-23). Our monthly outreach at the Macmillan Horizon Centre has proved to be a useful way of identifying new carers and providing face-to-face information and support to carers using the Centre on an ad hoc or appointment basis.

The Project also provides 13 months of support for bereaved carers with the addition of signposting to specialist bereavement services within the City. Furthermore, a peer support group for bereaved carers met 12 times during the year with a total of 25 individual carers making a combined 109 attendances (83 in 2022-23).

Memory Assessment Service (MAS) Link Work

During the period, the Memory Assessment Service Carers Link Worker offered support, information, signposting and help with the assessment process for carers of those living with dementia.

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED (LIMITED BY GUARANTEE) TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2024

In addition, the Worker offered support to carers who are caring for someone with a diagnosis of Mild Cognitive Impairment (MCI), ensuring that the caring role for someone with a mild memory problem was still acknowledged and carers assessments accessed.

At the beginning of the period, the funding was unfortunately halved and so the post went from 2 to 1 per week. However, the post still enabled many carers to receive specialist case coordination, access to a broad range of support options and feel more consulted by clinical staff. The MAS Carer Link Worker (with support from colleagues in the Carers Hub Team) provided enhanced support to 185 carers during the period.

Changes Ahead

Changes Ahead supports carers of those living with a mental health condition and has been a part of The Carers Centre's suite of services since December 2019. With a strong history of providing 1:1 and peer support for this group of carers, the successful integration of the Changes Ahead offer has built upon our ability to provide specialist services.

With increasing demands and wait times for statutory mental health services currently, the role of the carer for many has expanded both in levels of care given and the amount of advocacy needed for the person they care for to bridge the gap with services. This has resulted in many experiencing more social isolation and potential burnout, which we have responded to by not limiting the time in which people can access 1:1 support, to give carers more time to focus on their needs and support them to advocate effectively.

We have also seen an increase in referrals for people whose cared-for have both mental health concerns and either/both neurodivergence and/or physical health issues. For these people isolation and difficulty accessing services is often compounded by stigma faced in the community. Once again, these elements result in more pressure being placed on the carers, both regarding the time required, social isolation, and the need to advocate with services on behalf of their cared-for. We are actively seeking enhanced resource for this important provision. 185 carers accessed support from this project during the period (177 in 2022-23).

Carer Inclusion Project

With our Inclusion and Development Worker role having been established in February 2020, their work was sustained with funding from Carers Trust's Making Carers Count project. This funded project is a partnership between The Carers Centre and two other carer support organisations in Sussex and sees each partner receive funding to support carers from ethnic minority backgrounds. The organisation also facilitates a peer support group for carers from the LGBTQ+ community.

During the year:

- Identification and monitoring of registered carers continued to improve. For example, we now have 643 carers from minority ethnic backgrounds registered (567 in March 2023, 449 in March 2022, 299 in March 2021 and 183 in Feb 2020) and 219 carers who identify as LGBTQ+ (122 in March 2022, 71 in March 2021 and 23 in Feb 2020)
- Our LGBTQ+ peer support group welcomed 11 individual carers to 4 sessions for a total of 18 attendances
- 47 carers from minority ethnic backgrounds received targeted, one-to-one support (37 in 2022-23)

Hospital Link Work

Along with partner organisations in East and West Sussex, we were delighted to launch The Sussex Carers Health Project during the period. The project aims to increase carer awareness and make it as simple as possible for primary and secondary care partners to identify carers earlier and provide appropriate health and practical support, in partnership with the Sussex Carers Partnership (SCP) and integrated with the community – referring to and maximising existing resource.

The project forms a Sussex-wide approach seeking to level up carer identification and support across primary and secondary care, scaling up recognised best practice and reducing variability in access and experience for the carer and therefore the person with care needs.

In Brighton & Hove specifically, we were able to employ 3 new hospital link workers (2.0 FTE) to engage carers and professionals at the Royal Sussex County Hospital. With support from NHS colleagues, we have embedded our work at the Transfer of Care Hub and have seen a 71% increase in referrals to the Carers Centre from secondary care sources during the year.

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED (LIMITED BY GUARANTEE) TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2024

Activities and events

Other activities provided include the following:

- Free legal surgeries (34 sessions (41 provided in 2022-23)) were held during the year, each with a solicitor offering appointments to carers. Issues covered in the sessions included wills & trusts, housing, community care and Power of Attorney. From time to time the solicitors also give additional free time to run workshops and information sessions for the Centre.
- The Adult Carers Team also delivered 38 Tai Chi/Qi Gong sessions online. This provision saw 21 individual carers make a total of 240 attendances (18 carers in 2022-23).

(II) Our Services for Young Carers

The Young Carers Team aims to support children and young people who care for a member of their family who has a physical or mental health support need, substance misuse issue or sensory or learning disability. The Team supports children & young people whose social, emotional or educational development is negatively affected by their caring role.

The Team has two main aims: to reduce the actual caring role and / or to reduce the impact of the caring role. The first thing we do is try to improve the support provided to the family in order to reduce the reliance on children as carers. In particular we engage with Education, Children and Families Social Care, Adult Social Care, Health and Housing services. We also provide activities and run groups, to enable young carers to enjoy a break and develop their peer support network. Furthermore, the team provides one-to-one emotional support work to build the internal resilience of young carers when they face times of particular stress or transition.

During the period, the Young Carers Team received 108 new referrals (131 in 2022-23) for young carers aged 6-17, and offered information, advice and activities to a total number of 364 young carers (385 in 2022-23).

The Team supported young carers by offering:

- Casework and support to young carers and their families to improve the caring role and working in partnership with adult and Children & Families Services around the needs of the young carer and their families
- 92 in-person and online group activities for young carers including multi-sports, street dance, cookery, swimming, circus skills, art workshops and bespoke sessions for young sibling carers. 364 different young carers accessed these activities (278 in 2022-23), taking up a total of 934 places (839 in 2022-23)
- 63 young adult carers aged 18-24 received advice and guidance (69 in 2022-23 although that figure included 25-year-olds). 22 young adult carers also attended 6 different targeted events including a mentor programme for young women and an NHS focus group

Schools work

In the academic year of September 2022 – August 2023 the Schools Worker worked with 13 schools and further education colleges, delivering training and running awareness sessions with pupils or teachers, attending schools conferences and cluster events. The Schools Worker's role includes Identifying young carers through partnerships with schools in the city; building knowledge and awareness of young carers issues and needs, and of the support available from the Young Carers Project; clarifying and supporting expectations around in-school support systems for young carers, including the use of policies and protocols; championing young carers in education settings in the city, and directly delivering PSHE (Personal, Social & Health Education) sessions to schools focused on the role of caring.

- 205 attendees at 6 awareness-raising events such as parents' evenings and FE freshers' fairs
- 2325 pupils attended 13 school assemblies delivered by the YCP
- 8 training sessions delivered to 115 teachers and school support staff to improve the identification of young carers
- 129 identified young carers attending 20 new peer support groups established in schools
- 32 new YCP referrals from 16 different schools generated plus 12 from School Nurses

Unfortunately, due to budget challenges at the council, the funding for this service was not renewed. We will be targeting potential new external funding opportunities to seek to resume this work during the next financial year.

(III) Development Work Information

Carers News goes out four times a year to over 2,500 carers and professionals. The Centre continues to encourage carers to receive the electronic version of the newsletter in order to save printing and postage costs. The Carers Centre also produces a series of factsheets free to carers on a range of topics including respite, transport, community

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED (LIMITED BY GUARANTEE) TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2024

care, bereavement services and returning to employment. Each of the 11 factsheets is updated annually to provide as much up-to-date information to carers as possible. Carers can also get access to information and advice via the Carers Hub phone line (9-5; Monday to Friday) and via our website – www.thecarerscentre.org, which posts regular updates, news and activities relevant to the city's carers. Different social media channels, such as Facebook and X (formerly Twitter) have been used to stay in touch with and contact more carers in the city.

Employment

The Carers Centre works with employers to support their workers who are also unpaid carers. Raising awareness and offering free online resources are the key focus at the initial stage. Further support is available to those seeking to embed good practice. As part of our work to promote Carers UK's Employers for Carers (EFC) and Digital Resources for Carers (DRC), we now have 24 employers signed up to EFC and 332 carers using the DRC.

During the year, we attended several business expositions in the city with a reach of approximately 300 employers and the Staff Disability Conference at the Royal Sussex County Hospital which led directly to the creation of the Carer Network, supporting staff at the hospital who have an unpaid caring role in their personal lives.

Awareness raising and creation of Carer Champion roles has been ongoing. Having created an online carer-awareness training course, its four modules (including a specific session for employers), have proved popular with over 100 organisations or individuals taking the training.

(IV) Campaigning

Carers Week June 2023

We were able to welcome 68 carers to our Carers Week events in June 2023. We hosted a series of pop-up information stalls this year to provide more of a neighbourhood presence across the city. The stall in Whitehawk for example, was well-received with 15 carers attending who had not engaged in any activity for over a year. Overall, feedback from carers was that they appreciated the outreach but also enjoyed some of the larger, celebratory events that we have hosted in previous years. With that in mind, it is our resolve to deliver one large scale event for Carers Week 2024 alongside smaller, satellite awareness-raising activities.

Carers' Rights Day November 2023

We were delighted to welcome 36 carers to our Carers Rights Day event in November 2023 hosted at the Leonardo Hotel near Brighton Railway Station. The aim of the event was to invite carers to consider how Brighton and Hove City Council might update the 'Carer Friendly City Strategy' to improve the support provided to unpaid carers through the services they use. Specifically, we sought input from carers on potential improvements which could be made to the four 'pillars' of the existing strategy: Carer-Friendly Education, Health, Social Care and Employment.

The overarching themes of flexibility, cooperation and communication highlighted a need for services to take a holistic approach that considers the unique needs and challenges faced by unpaid carers and those they care for. By sharing these recommendations with carers and professionals (including the city council's Commissioner for carers services), The Carers Centre hopes to further establish collaboration between organisations and service users to create a more supportive, transparent and integrated system for carers and their families.

(V) Carers Engagement

Carers are identified who are willing to be consulted as experts as and when required. We have 47 registered members of our Carers Voice group.

We continue to work with the Learning Disability Partnership Board and the Autism Partnership Board during the period. For both boards, this involves attending board meetings and advising on matters relating to carers as well as involvement in working groups and the development of the Council's long-term strategies for both. For the LDPB we have been part of the Information and Advice and the Activities, Work and Learning groups on a regular basis and also a cross party SEND/Adult Learning Disability group.

We completed an engagement report on the experience of carers during the discharge of a person they care for from hospital. This report was completed in partnership with carer support organisations from East and West Sussex and has resulted in a request for us to present the findings to NHS England during a Carers Week 2024 webinar.

Overall, through our various communications channels, approx. 4,500 carers engaged with, plus 563 potential carers or employers via our Linked In page.

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED (LIMITED BY GUARANTEE) TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2024

Social Media Engagement

As of 31st March 2024, we had 2,344 followers on Twitter (plus a further 1,671 followers of our Young Carers Project account) and 1,063 followers and 924 likes on Facebook. We also have increased our Linked In followers from 517 to 563.

(VI) Volunteers

The Carers Centre has a committed team of volunteers. 72 volunteers supported our work during the period including the 9 voluntary members of the Board of Trustees. Our office volunteer works with us regularly to undertake office administrative tasks: updating and maintaining our information library, co-ordinating carer events, producing factsheets and updating our website. Our office volunteer received 6 supervision sessions during the year. We had 1 social work student on a 70-day placement with the Young Carers Project. We also had 14 Reablement volunteers in 2023-24.

We have 47 Carers Voice group members who share their experiences and contribute to the aforementioned Carer Engagement work. Through the process, carers gain peer support and knowledge to sustain their caring role. It is also an empowerment mechanism to build carers' confidence and knowledge to challenge and influence policy and decision makers.

(VII) Representation

In 2023-24, The Carers Centre represented carers at the following partnerships and working groups, with Carer Experts also involved in some of these meetings:

- Sussex Carers Partnership (with Care for the Carers East Sussex and Carers Support West Sussex)
- Inclusive Communities Partnership (our role here is carer engagement work, the partnership is led by the Trust for Developing Communities)
- Carers Strategy Working Group
- Young Carers Strategy Group
- National Young Carers Voice Group
- Carers Hub Operational Group
- Learning Disabilities Partnership Board
- Autism Partnership Board
- Brighton Chamber of Commerce
- Triangle of Care Advisory Group – Sussex Partnership Foundation Trust
- NHS Carer Health Forum
- Dementia Action Alliance
- Community Works Voluntary Sector Reps Group
- Our CEO is also Community Works Carers Rep and represents the voluntary sector on the Brighton & Hove Health and Wellbeing Board

FINANCIAL REVIEW

Results

There was a deficit for the year of £84,251 (2022-23: surplus of £39,629). This has been debited from company reserves, leaving a balance of funds carried forward of £959,593 at 1 April 2024 (2023: £1,043,844) of which £124,582 (2023: £104,933) has to be used on restricted projects. Unrestricted free reserves now stand at £619,659 (2023: £683,911).

Reserves Policy

The Trustees wish to maintain a level of reserves that would ensure the stability of the organisation in the medium term, whilst maximising the use of the charity's resources towards its charitable objects. In addition to the review of the organisation's financial management policy, the Trustees agreed a prudent reserves and legacy policy at the Trustee Board meeting on 11th July 2024. The Trustees have decided that a level of working reserves should be maintained to cover at least 9 months' running costs (this currently equates to £626,791), which are not committed or invested in tangible fixed assets.

Unrestricted free reserves now stand at £619,659 (2023: £683,911) which is in line with the organisation's Reserves Policy outlined above. The Board of Trustees see it is prudent to maintain the current level of reserves alongside the

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED (LIMITED BY GUARANTEE) TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2024

designated funds outlined below to ensure the cash flow of the organisation is funded and that the work of the Carers Centre continues into the future. Securing alternative funding and creating sustainability takes time and resources and it is important that these reserve levels are maintained, particularly in an ever-changing climate.

Designated funds are set aside for the following:

- Infrastructure Fund £20,000 (over 1 year from April 2024) set aside to maintain facilities and accommodate IT development costs
- Young Carers Services £85,351 (over 3 years from April 2024). The board has designated these funds due to this area of work being in deficit during the few years. The board feels that these services are important to maintain.
- Fundraising £40,000 (over 1 year from April 2024) in-line with the budget agreed in the organisation's Fundraising Strategy
- Closure Contingency Fund £70,000. In the event that closure contingency is needed, this would fund projected redundancy payments due to employees, terminating service contracts such as office rent and equipment, accountancy, audit and other professional costs

Should unforeseen reductions in funding occur, our reserves will enable us to respond accordingly and maintain the organisation's offer of vital support and services to carers.

Investment Policy

The Trustees have considered the most appropriate policy for investing funds and are continuing to monitor the placement of funds.

Principal Funding Sources

89.6% of income in 2023-24 (93% in 2022-23) came from statutory sources (Brighton & Hove City Council and NHS Sussex). The remaining 10.4% came from charitable trusts and organisations, including Carers Trust, Tesco, the National Lottery, Rampion and Coop, along with interest on investments and donations. It is a long-term intention to reduce our reliance on statutory funders. Through the development of our 5-year fundraising strategy we will move towards our aim of raising a greater proportion of our funds from charitable sources, and we work hard to maintain a close collaborative relationship with all our funders. The Carers Centre's contract as lead provider of the Carers Hub service has been extended until February 2025. Both Alzheimer's Society and Crossroads Care Brighton & Hove are sub-contractors of the Carers Hub contract providing specific support and services to carers.

Fundraising performance

Fundraising priorities are set and an annual plan agreed by the Board of Trustees. In 2023-24, 8 successful funding bids generated £54,078. These bids range from small amounts for one-off events to large ongoing projects. Due to the current financial climate, fundraising remains an ongoing challenge, but The Carers Centre has a good record of securing charitable grants. We also secured £20,000 of Household Support Funds which we distributed to carers in need of financial assistance. We are actively reviewing our fundraising strategy and aim to increase our focus on charitable trusts/foundations, community and corporate fundraising in the future.

Brokerage Grants

The team often applies for financial support for individual carers from charitable trusts. During the financial year 2023-24, we received £8,445.02 from the following:

- Carers Trust - £7,306.05
- Brighton Lions Club - £398.99
- St Bernards Charity - £739.98

The grants have been used for a variety of purposes according to the specific needs of the carers concerned. Examples include funding for a new domestic appliance, alternative therapies, respite opportunities and driving lessons for young adult carers.

Investment performance

We had no investments during the period other than our deposit accounts with CAF Bank, Charity Bank, Shawbrook Bank and Virgin Money which pay standard interest rates on accessible funds (£12,036 in 2023-24, £7,169 in 2022-23).

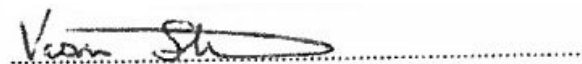
THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED (LIMITED BY GUARANTEE) TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2024

PLANS FOR THE FUTURE

The Carers Centre's five-year strategic business plan and fundraising strategy have now been in place for 2 years. These two key documents were produced following extensive consultation with carers, staff, trustees, funders and other stakeholders. The board is committed to continuing to develop services for carers and we are excited by the progress made in the first year of our new Hospital Carer Link Work project. A key target for 2024-25 will be to retain the Brighton & Hove Carers Hub contract as we anticipate the tender process to commence during summer 2024. We also intend to continue to diversify revenue streams through applications to trusts and foundations - our reserve levels are now at a level that will make us eligible for most grant-funding opportunities. Regular consultation events with carers are held and feedback gathered from all events and activities in order to inform our future plans. We also actively participate in national and local consultation and research into the role of unpaid carers in society.

ON BEHALF OF THE BOARD:



Mr. Vasan Selvaratnam – Chairperson

Date: 17 October 2024

**THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
STATEMENT OF TRUSTEES' RESPONSIBILITIES**

FOR THE YEAR ENDED 31 MARCH 2024

The trustees, who are also the directors of The Carers Centre for Brighton & Hove Limited for the purpose of company law, are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 'The Financial Reporting Standard Applicable in the UK and Republic of Ireland'

Company law requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity 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 charity and enable them to ensure that the accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED (LIMITED BY GUARANTEE) INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 March 2024 which are set out on pages 12 to 23.

Responsibilities and basis of report

As the charity 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 charitable 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 charitable company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I 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 charitable 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 applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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.

Mr Mark Cummins FCCA FCIE



TC Group
The Courtyard
Shoreham Road
Upper Beeding Steyning
West Sussex
BN44 3TN

Dated: 31 October 2024.

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)

FOR THE YEAR ENDED 31 MARCH 2024

		Unrestricted funds £	Restricted funds £	Designated funds £	Total 2024 £	Total 2023 £
Income from:						
Donations, grants and gifts	3	2,808	53,909	-	56,717	64,218
Charitable activities	4	682,598	-	-	682,598	704,817
Other income	5	119	-	-	119	4,868
Investment income - Interest received		12,036	-	-	12,036	7,169
Total income		697,561	53,909	-	751,470	781,072
Expenditure on:	6					
Charitable activities						
Activities undertaken directly		642,331	34,260	97,000	773,591	681,673
Other costs		60,598	-	1,532	62,130	59,770
Total expenditure		702,929	34,260	98,532	835,721	741,443
Net income/(expenditure)		(5,368)	19,649	(98,532)	(84,251)	39,629
Transfer between funds	17, 18	(58,884)	-	58,884	-	-
Net movement in funds		(64,252)	19,649	(39,648)	(84,251)	39,629
Fund balances at 1 April 2023		683,911	104,933	255,000	1,043,844	1,004,215
Fund balances at 31 March 2024		619,659	124,582	215,352	959,593	1,043,844

All activities are classed as continuing. There are no recognised gains or losses other than those reported on the Statement of Financial Activities.

The notes of pages 15 to 23 form a part of these accounts.

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
BALANCE SHEET

AS AT 31 MARCH 2024

	Notes	£	2024	£	£	2023	£
Fixed assets	12		9,244			413	
Current assets							
Debtors	13	9,157			87,158		
Cash at bank and in hand		988,941			1,020,498		
			998,098		1,107,656		
Creditors: amounts falling due within one year	14	(47,749)			(64,225)		
Net current assets			959,593			1,043,431	
Total assets less current liabilities			959,593			1,043,844	
Income funds							
Restricted funds	17		124,582			104,933	
Unrestricted funds	18		619,659			683,911	
Designated funds	18		215,352			255,000	
			959,593			1,043,844	

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

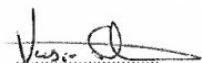
For the financial year in question the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

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

The accounts were approved by the Board on 17 October 2024.



Mr V Selvaratnam

Trustee

Company Registration No. 02758481

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
CASH FLOW STATEMENT

FOR THE YEAR ENDED 31 MARCH 2024

	£	2024 £	£	2023 £
Net cash used in operating activities				
Net income/(expenditure)	(84,251)		39,629	
Depreciation	4,971		3,794	
Increase/(decrease) in creditors	(16,476)		35,363	
(Increase)/decrease in debtors	<u>78,001</u>		<u>(69,235)</u>	
		(17,755)		9,551
Cash flows from investing activities				
Purchase of tangible fixed assets	<u>(13,802)</u>		<u>-</u>	
		(13,802)		-
Increase/(decrease) in cash		(31,557)		9,551
Cash and cash equivalents at the beginning of the year		<u>1,020,498</u>		<u>1,010,947</u>
Cash and cash equivalents at the end of the year		<u><u>988,941</u></u>		<u><u>1,020,498</u></u>

Analysis of net cash:

	1 April 2023	Cash flow	31 March 2024
	£	£	£
Cash at bank and in hand	<u>1,020,498</u>	<u>(31,557)</u>	<u>988,941</u>

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED (LIMITED BY GUARANTEE) NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2024

1 Statutory information

The Carers Centre for Brighton & Hove Limited is a charitable company, limited by guaranteed, registered in England and Wales. The charitable company's registered number and registered office address can be found on the Legal and Administrative Information page.

2 Accounting policies

2.1 Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015) – Charities SORP (FRS102) and the Companies Act 2006.

The Carers Centre for Brighton & Hove Limited meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s). The financial statements are prepared in Sterling which is the functional currency of the charity and rounded to the nearest £1.

There are no material uncertainties about The Carers Centre for Brighton & Hove Limited's ability as a going concern.

2.2 Income

All income is recognised in the Statement of Financial Activities once the charity has gained entitlement to the income and the amounts can be quantified with sufficient reliability. The following specific policies are applied to particular categories of income:

Donations, grants and gifts are included in full in the Statement of Financial Activities once receivable.

Contract income is recognised as the charity becomes entitled to the contract income (i.e. over the term of the contract).

Investment income is recognised in the financial statements when receivable.

2.3 Expenditure

Expenditure is recognised on an accruals basis when a liability is incurred. Expenditure includes any VAT which cannot be fully recovered and is included within the item of expenditure to which it relates.

Charitable expenditure comprises those costs incurred by the charity in pursuit of its charitable objectives. It includes both direct costs and support costs relating to such activities. Support costs, including salaries, are apportioned on the basis of the time involved on the activity.

Governance costs include those costs associated with meeting the statutory requirements of the charity and include its audit fees and costs linked to strategic management of the charity. These costs are included in support costs under the Charities SORP (FRS 102).

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024

2 Accounting policies (continued)

2.4 Fixed assets

Fixed assets are recognised at historic cost less accumulated depreciation. Depreciation rates are as follows:

Fixtures and fittings	33% on cost
Computer equipment	33% on cost

2.5 Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered.

Prepayments are valued at the amount prepaid net of any trade discounts due.

2.6 Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments. The Trustees seek to use short and medium term deposits where possible to maximise the return on monies held at the bank and to manage cash flow.

2.7 Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

2.8 Leasing and hire purchase commitments

Rentals payable under operating leases are charged against income on a straight line basis over the period of the lease.

2.9 Pensions

Retirement benefits to employees of the entity are provided by a defined contribution scheme. The assets of the scheme are held separately from those of the entity.

The contributions made in relation to the defined contribution scheme are charged in the accounts as they become payable in accordance with the rules of the scheme.

2.10 Fund accounting

Restricted funds are subject to specific conditions by funders as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the accounts.

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds are available for use at the discretion of the trustees for the specific purposes as set out by the trustees.

2.11 Taxation

The company is a registered charity (number: 1015728). All of the charity's income falls within the exemptions set out in part 11 of the Corporation Tax Act 2010.

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

3 Donations, grants and gifts

	Unrestricted funds £	Restricted funds £	Total 2024 £	Total 2023 £
Donations	2,718	9,756	12,474	7,421
Grants	90	44,153	44,243	56,797
	<u>2,808</u>	<u>53,909</u>	<u>56,717</u>	<u>64,218</u>

4 Income from charitable activities

	Unrestricted funds £	Restricted funds £	Total 2024 £	Total 2023 £
Contract income	<u>682,598</u>	<u>-</u>	<u>682,598</u>	<u>704,817</u>

5 Other income

	Unrestricted funds £	Restricted funds £	Total 2024 £	Total 2023 £
Other income	<u>119</u>	<u>-</u>	<u>119</u>	<u>4,868</u>

6 Total expenditure

	Staff costs £	Other costs £	Total 2024 £	Total 2023 £
Charitable activities				
Activities undertaken directly	452,734	320,857	773,591	681,673
Other costs (note 7)	<u>49,719</u>	<u>12,411</u>	<u>62,130</u>	<u>59,770</u>
Total	<u>502,453</u>	<u>333,268</u>	<u>835,721</u>	<u>741,443</u>

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

7 Other costs

	Total	Total
	2024	2023
	£	£
Staff costs	49,719	46,607
Governance costs (Note 8)	12,411	13,163
	62,130	59,770

8 Governance costs

	Total	Total
	2024	2023
	£	£
Independent examiners' fee	3,000	4,320
Accountancy	9,205	8,745
AGM	183	85
Companies House filing fees	13	13
Trustees expenses	10	-
	12,411	13,163

9 Trustees

During the year, £10 was reimbursed to one trustee (2023: £nil to no trustees).

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

10 Statement of financial activities comparative funds – year ended 31 March 2023

	Unrestricted funds £	Restricted funds £	Designated funds £	Total 2023 £
Donations, grants and gifts	1,918	62,300	-	64,218
Charitable activities	703,417	1,400	-	704,817
Other Income	4,868	-	-	4,868
Investment income - Interest received	7,169	-	-	7,169
Total income	717,372	63,700	-	781,072
Expenditure on:				
Charitable activities				
Activities undertaken directly	507,618	74,719	99,336	681,673
Other costs	53,355	471	5,944	59,770
Total expenditure	560,973	75,190	105,280	741,443
Net income/(expenditure)	156,399	(11,490)	(105,280)	39,629
Transfer between funds	(57,398)	4,208	53,190	-
Net movement in funds	99,001	(7,282)	(52,090)	39,629
Fund balances at 1 April 2022	584,910	112,215	307,090	1,004,215
Fund balances at 31 March 2023	683,911	104,933	255,000	1,043,844

11 Employees

Number of employees

The average number of employees during the year was 24 (2023: 21).

Employment costs	2024 £	2023 £
Wages and salaries	459,528	345,050
Social security costs	32,326	22,366
Other pension costs	10,599	7,947
	502,453	375,362

Total employee benefits for key management personnel of the charity in the year amounted to £49,719 (2023: £46,607).

There were no employees with emoluments above £60,000 during the year (2023: none).

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

12	Fixed Assets	Fixtures and Fittings	Computer Equipment	Total
	Cost			
	At 1 April 2023	5,119	59,256	64,375
	Additions in the year	-	13,802	13,802
	Disposals in the year	-	(5,994)	(5,994)
	At 31 March 2024	5,119	67,064	72,183
	Depreciation			
	At 1 April 2023	5,119	58,843	63,962
	Depreciation charge in the year	-	4,971	4,971
	Depreciation eliminated on disposal	-	(5,994)	(5,994)
	At 31 March 2024	5,119	57,820	62,939
	Net Book Value			
	At 31 March 2024	-	9,244	9,244
	At 31 March 2023	-	413	413
13	Debtors		2024	2023
			£	£
	Trade debtors		1,866	74,206
	Other debtors		2,454	5,126
	Prepayments and accrued income		4,837	7,826
			9,157	87,158
14	Creditors: amounts falling due within one year		2024	2023
			£	£
	Trade creditors		29,422	40,402
	Taxes and social security costs		9,038	6,339
	Accruals and deferred income		9,289	17,484
			47,749	64,225

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

15 Pension and other post-retirement benefit commitments

At the balance sheet date £Nil (2023: £Nil) was owed in respect of contributions to schemes.

	2024 £	2023 £
Contributions payable by the charity for the year	<u>9,038</u>	<u>7,947</u>

16 Share capital & control

The Carers Centre for Brighton & Hove Limited is a company limited by guarantee and has no share capital. The liability of the members is limited to a sum not exceeding £1. The charity is controlled by its trustees. No one member has overall control of the charity.

17 Restricted funds

The income funds of the charity include restricted funds comprising the following balances of donations and grants held on trust for specific purposes:

	Movement in funds				
	Balance at 1 April 2023	Incoming resources	Resources expended	Transfers	Balance at 31 March 2024
	£	£	£		£
Young Carers	-	33,909	(14,260)	-	19,649
Development Work	21,231	-	-	-	21,231
Adult Carers	83,702	20,000	(20,000)	-	83,702
	<u>104,933</u>	<u>53,909</u>	<u>(34,260)</u>	<u>-</u>	<u>124,582</u>

Young Carers – This fund provides resources to run group work sessions and activities for Young Carers aged between 6 and 17 years old.

Development Work – This fund provides resources for future development work to support unpaid Carers.

Adult Carers – This fund provides resources to run services for Adult Carers aged 18 years old or above.

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

18 Designated

	Movement in funds				
	Balance at 1 April 2023	Incoming resources	Resources expended	Transfers	Balance at 31 March 2024
	£	£	£	£	£
Designated fund – Infrastructure	40,000	-	(29,767)	9,767	20,000
Designated fund – Young Carers Services	105,000	-	(27,760)	8,112	85,351
Designated fund – Closure contingency	70,000	-	-	-	70,000
Designated fund – Fundraising	40,000	-	(41,005)	41,005	40,000
	<u>255,000</u>	<u>-</u>	<u>(98,532)</u>	<u>58,884</u>	<u>215,351</u>

The designated funds for infrastructure and repairs were established enable the charity to fund such expenditure in the future.

The designated funds for Young carer's services and closure contingency were all established during the prior year.

19 Analysis of net assets between funds

	Unrestricted funds £	Designated funds £	Restricted funds £	Total 2024 £
Fund balances at 31 March 2024 are represented by:				
Fixed Assets	-	9,244	-	9,244
Current assets	667,408	206,108	124,582	998,098
Creditors: amounts falling due within one year	(47,749)	-	-	(47,749)
	<u>619,659</u>	<u>215,352</u>	<u>124,582</u>	<u>959,593</u>

	Unrestricted funds £	Designated funds £	Restricted funds £	Total 2023 £
Fund balances at 31 March 2023 are represented by:				
Fixed Assets	-	413	-	413
Current assets	748,136	254,587	104,933	1,107,683
Creditors: amounts falling due within one year	(64,225)	-	-	(64,225)
	<u>683,911</u>	<u>255,000</u>	<u>104,933</u>	<u>1,043,844</u>

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

20 Commitments under operating leases

At 31 March 2024 the company had total commitments under non-cancellable operating leases as follows:

	Land and buildings	
	2024	2023
	£	£
Expiry date:		
Within one year	25,178	21,500
1-5 years	75,535	54,646
	100,713	76,146
	Other	
	2024	2023
	£	£
Expiry date:		
Within one year	2,146	2,146
1-5 years	76,608	3,218
	76,754	5,364

Included within the Statement of Financial Activities are operating lease payments of £30,969 (2023: £24,815).

Document Activity Report

Document Sent

Wed, 13 Nov 2024 15:02:47 GMT

Document Activity History

Document history shows most recent activity first

Date

Activity

You can verify that this is a genuine Portal document by uploading it to the following secure web page:

<http://tcgroup.accountantspace.co.uk/messages/VerifyDocument>

THE CARERS CENTRE FOR BRIGHTON AND HOVE LIMITED

England & Wales - Charity number 1015728

Accounts

Charity Registration No. 1015728

Company Registration No. 02758481 (England and Wales)

**THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)**

TRUSTEES' REPORT AND ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2023

**THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
LEGAL AND ADMINISTRATIVE INFORMATION**

Trustees

Mr Vas Selvaratnam (Chairperson)
Mr Gregory Bortkiewicz
Ms Tora Colwill (resigned 15/12/2022)
Ms Brigid Day
Mr Jamie Elliott (Treasurer)
Mr Jeremy Laver
Dr Feylyn Lewis
Mr James Pike

Patrons

Mrs Caroline Lucas MP (Pavilion, Brighton)
Prof Saul Becker, Provost at University of Sussex

Chief Executive Officer & Secretary

Mr Thomas Lambert

Charity number

1015728

Company number

02758481

Principal Address and Registered office

18 Bedford Place
Brighton
East Sussex
BN1 2PT

Independent Examiners

TC Group
The Courtyard
Shoreham Road
Upper Beeding
Steyning
West Sussex
BN44 3TN

Bankers

Charities Aid Foundation Bank Ltd
Kings Hill
West Malling
Kent
ME19 4TA

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
CONTENTS PAGE

	Page
Trustees' report	1-9
Statement of trustees' responsibilities	10
Independent examiner's report	11
Statement of financial activities	12
Balance sheet	13
Cash flow statement	14
Notes to the accounts	15-23

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED (LIMITED BY GUARANTEE) TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2023

The Trustees are pleased to present their report together with the financial statements of the charity for the year ended 31 March 2023.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. Under those Articles, the Trustees are elected at each Annual General Meeting by the Members of the organisation.

The Members have guaranteed to contribute a maximum of £1 each in the event of the company being wound up. The number of Members at 31 March 2023 was 32 (2021-22: 34).

The charity is run by a Board of Trustees, who delegate the day to day operation to the Chief Executive Officer and staff. The Board of Trustees meets six times per year to receive operational reports and review and agree policy and procedures, and on one or more occasions for the purposes of strategic planning.

Recruitment and appointment of new trustees

Trustees are recruited by general advertisement in local media, volunteer centre and the organisation's regular newsletter. Interested parties complete a full application form and references are taken up, before being invited to meet the trustees formally.

Induction and training of new trustees

There is a full induction and training programme in place for new trustees.

Risk Review

The Trustees have conducted their own review of the major risks to which the charity is exposed and systems have been established to mitigate those risks. The Financial Management Policy, Risk Management Policy and Reserves Policy were reviewed and updated at the Trustee Board meeting on 6th July 2023. Internal risks are minimised by the implementation of procedures for authorisation of all transactions and projects and to ensure consistent quality of delivery for all operational aspects of the charitable company. These procedures are periodically reviewed to ensure that they still meet the needs of the charity.

AIMS & OBJECTIVES OF THE ORGANISATION

OUR VISION

An improved quality of life for carers in Brighton & Hove

OUR MISSION

To make a positive difference to the lives of carers by encouraging a wider recognition of their caring role; enabling them to fulfil their own needs as individuals and offering them appropriate and suitable support

CARERS: A DEFINITION

- Carers provide physical and/or emotional support to family members, partners or friends in need because they have a long-term illness, disability, mental health condition or substance-dependence. The care they provide is unpaid.
- Young carers are children and young people aged 17 or under who provide, or intend to provide, care, assistance or support to another family member. They carry out, often on a regular basis, significant or substantial caring tasks and assume a level of responsibility, which would usually be associated with an adult.

OUR AIMS AND VALUES

Putting carers first

Our services will focus on supporting carers; seeing things from their point of view. Many carers need better services for the person they care for. We will therefore take a holistic approach to all our work, considering the needs of carers, and those they care for.

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED (LIMITED BY GUARANTEE) TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2023

Empowerment

In all our work we will aim to empower individual carers to take control of their lives, play a full part in the local community and to move on from their role when appropriate. We believe that carers themselves are a powerful force for change, and we aim to give carers a real voice in designing and influencing services.

Involvement

We are committed to providing services which respond to carers' needs and enable carers and former carers to take an active part in our work. We also offer carers safe spaces to provide invaluable peer support for each other.

Equality

We recognise that many groups and communities experience discrimination and firmly assert that this is wrong. We aim to ensure that all our services are accessible, flexible, adaptable and appropriate to all carers in Brighton & Hove.

Service delivery

We will work in partnership with statutory and voluntary agencies, whilst retaining our independence. In doing so, we will use our resources effectively to provide a responsive and high-quality service to carers. Where we have identified needs that are not best met by our organisation, we will work proactively with other organisations to ensure that appropriate and timely services are provided.

Challenging and supportive

We aim to provide a challenging workplace for staff and volunteers, with an open and consultative management style, and to provide the support that staff and volunteers need to do their jobs.

STRATEGIC OUTCOMES

As a result of contact with The Carers Centre for Brighton & Hove:

- carers are more informed, supported and resilient through accessing services appropriate to their needs
- carers' needs are identified and prioritised with carer participation at both individual and service-wide levels
- carers and former carers feel empowered to contribute to policy, research and the development of services both locally and nationally
- stakeholders, decision-makers and the general public have an increased understanding of carers' experiences and recognition of what being an unpaid carer means
- staff and volunteers are valued, supported and part of a sustainable, respected organisation with a positive, inclusive culture

OUR SERVICES

In 2022-23, the Carers Centre employed a total of 18 staff members (6 full-time and 12 part-time), 9 sessional workers and 72 volunteers (63 during 2021-22). The Chief Executive Officer is accountable to the Board of Trustees (8 trustees in 2022-23) and is line-managed by the Chairperson of the Board.

The Carers Centre provides a wide range of services, which are available to any unpaid carers in Brighton and Hove. By the end of the financial year 2022-23, the Carers Centre was 5½ years into delivery of the Carers Hub model which provides a 'front door' access point to all carers' support services in the city. Within the 3-tier system, the Carers Centre holds a dedicated phone line – 01273 977 000 between 9am and 5pm Monday to Friday; and a website – www.carershub.co.uk with online resources and links related to young and adult carers. The Hub is an effective and efficient single-entry point for carers to get information, advice, support and services through agreeing a series of pathways with the Adult Social Care Team, Children's Services, the Memory Assessment Service, Alzheimer's Society, Crossroads Care and other voluntary sector organisations.

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED (LIMITED BY GUARANTEE) TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2023

(I) Our Services for Adult Carers

Our services for adult carers include the provision of emotional support, information, guidance and peer-support activities to a wide range of carers, including carers of people with mental health conditions, learning disabilities, physical or sensory disabilities and life-limiting illnesses.

Between April 2022 and March 2023, 1,722 adult carers received information, support and services from the core Adult Carers Team (1,767 in 2021-22). 807 of these were newly referred carers, with 644 of those presenting with a variety of support requirements necessitating a carers contact assessment (545 in 2021-22). These assessments established their eligible needs and formed an intervention plan resulting in onward referrals to both internal and external support projects. In addition, 862 anonymous clients were advised on specific matters which either did not require registration or where the client chose not to register.

The Carers Hub service delivery model has strengthened our approach to offer carers advice, information and the aforementioned carers contact assessments over the phone and/or email. During this financial year, Carers Hub has made 24,101 contacts in person and by correspondence providing support, information and advice (23,400 in 2021-22).

Carers Peer Support

The Carers Centre continued to deliver a weekly online peer support provision during this period as a legacy from the digital programme that was developed during the COVID-19 pandemic. We also continued to deliver our in-person coffee mornings in central Brighton, in Hove and from quarter four in East Brighton. Carers received support to remain emotionally resilient and physically well, both through directed information, and through the impact of shared experience with other carers away from their caring role. During the period, 76 group sessions were organised with 370 carer attendances (357 in 2021-22).

The other two peer support groups not covered under the headings below are:

- 1) our regular group for **carers of those with learning disabilities or autistic spectrum disorders**. During the period, 10 group sessions were organised with 21 carer attendances.
- 2) We also delivered 7 out of office hours peer support sessions for working carers. This provision generated 14 attendance.

Carers Reablement Project

This project matches a skilled volunteer with a carer with a view to the carer learning a new skill or rediscovering an old hobby that had been lost due to their busy caring role.

A large majority of our matches are now face to face meetings as virtual meet ups are being requested less and less. We have however had one volunteer working remotely with a Carer on Music Production so we will continue to offer virtual meetings to those who would like them. We continue to offer one off support sessions to some carers, where the skill they wish to learn or issue they have would not take more than a session or two. Our targeted recruitment campaign for volunteers looking for those with requested skills such as Spanish and sewing was successful and many of those matches are now drawing to an end. We will be matching these volunteers up with more carers and we will be advertising available skills through our usual communications channels.

The project also delivers a number of volunteer-led group activities to carers. Here are just 2 examples: Reablement Book Club has continued operating once a month online to discuss a short story each time (12 sessions generating 49 attendances). We are currently in the final planning stages with Jubilee Library to host an in-person book group for carers once a month in the library. Plans are coming together and we are looking at starting to meet in person in May 2023. The library staff will help to choose books from their collection of Book Group books allowing us to borrow x10 books at a time for carers to collect and read before the in-person session.

Our Wellbeing Carers Walking Group continues to go from strength to strength with members joining us regularly to meet with the group, have a stroll and a chat and to enjoy a well-earned sit down and a coffee or hot chocolate at the end. Each month we walk somewhere different in the City. We have also recruited one Carer walker as a volunteer for the project following conversations she has had with volunteers who come on the walk, her recruitment and training is now complete and we are currently awaiting the start of her first match in Q1 of next year.

End of Life Project

The End of Life support project continues to support carers of people with a range of life-limiting illnesses. The Project continues to provide 1:1 support (59 recipients during the period up from 47 in 2021-22). Our monthly outreach at the

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED (LIMITED BY GUARANTEE) TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2023

Macmillan Horizon Centre has proved to be a useful way of identifying new carers and providing face-to-face information and support to carers using the Centre on an ad hoc or appointment basis.

The Project also provides 13 months of support for bereaved carers with the addition of signposting to specialist bereavement services within the City. Furthermore, a peer support group for bereaved carers met 12 times during the year with a total of 83 attendances (47 in 2021-22).

Memory Assessment Service (MAS) Link Work

During the period, the Memory Assessment Service Carers Link Worker offered support, information, signposting and help with the assessment process for carers of those living with dementia.

In addition, the Worker offered support to carers who are caring for someone with a diagnosis of Mild Cognitive Impairment (MCI), ensuring that the caring role for someone with a mild memory problem was still acknowledged and carers assessments accessed.

The 2 day per week post enabled many carers to receive specialist case coordination, access to a broad range of support options and feel more consulted by clinical staff. The MAS Carer Link Worker provided enhanced support to 80 carers during the period.

Changes Ahead

Changes Ahead supports carers of those living with a mental health condition and has been a part of The Carers Centre's suite of services since December 2019. With a strong history of providing 1:1 and peer support for this group of carers, the successful integration of the Changes Ahead offer has built upon our ability to provide specialist services.

With increasing demands and wait times for statutory mental health services currently, the role of the carer for many has expanded both in levels of care given and the amount of advocacy needed for the person they care for to bridge the gap with services. This has resulted in many experiencing more social isolation and potential burnout, which we have responded to by not limiting the time in which people can access 1:1 support, to give carers more time to focus on their needs and support them to advocate effectively.

We have also seen an increase in referrals for people whose cared-for have both mental health concerns and either/both neurodivergence and/or physical health issues. For these people isolation and difficulty accessing services is often compounded by stigma faced in the community. Once again, these elements result in more pressure being placed on the carers, both regarding the time required, social isolation, and the need to advocate with services on behalf of their cared-for. We are actively seeking enhanced resource for this important provision. 177 carers accessed support from this project during the period.

Carer Inclusion Project

With our Inclusion and Development Worker role having been established in February 2020, their work has been sustained thanks to Carers Trust's Making Carers Count project. This funded project is a partnership between The Carers Centre and two other carer support organisations in Sussex and sees each partner receive funding to support carers from ethnic minority backgrounds. The post also enables direct support to carers from the LGBTQ+ community.

During the year:

- Identification and monitoring of registered carers continued to improve. For example, we now have 567 carers from ethnic minorities registered (449 in March 2022, 299 in March 2021 and 183 in Feb 2020) and 219 carers who identify as LGBTQ+ (122 in March 2022, 71 in March 2021 and 23 in Feb 2020)
- Our LGBTQ+ peer support group welcomed 12 individual carers to 6 sessions for a total of 28 attendances
- A translation feature was added to the Carers Hub website, bringing it in line with The Carers Centre website
- 37 carers from minority ethnic backgrounds received targeted, one-to-one support

Activities and events

Other activities provided include the following:

- Free legal surgeries (41 sessions (30 provided in 2021-22)) were held during the year, each with a solicitor offering appointments to carers. Issues covered in the sessions included wills & trusts, housing, community

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED (LIMITED BY GUARANTEE) TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2023

care and Power of Attorney. From time to time the solicitors also give additional free time to run workshops and information sessions for the Centre.

- The Adult Carers Team also delivered 43 Tai Chi/Qi Gong sessions online. This provision saw 18 individual carers make a total of 244 attendances.

(II) Our Services for Young Carers

The Young Carers Team aims to support children and young people who care for a member of their family who has a physical or mental health support need, substance misuse issue or sensory or learning disability. The Team supports children & young people whose social, emotional or educational development is negatively affected by their caring role.

The Team has two main aims: to reduce the actual caring role and / or to reduce the impact of the caring role. The first thing we do is try to improve the support provided to the family in order to reduce the reliance on children as carers. In particular we engage with Education, Children and Families Social Care, Adult Social Care, Health and Housing services. We also provide activities and run groups, to enable young carers to enjoy a break and develop their peer support network. Furthermore, the team provides one-to-one emotional support work to build the internal resilience of young carers when they face times of particular stress or transition.

During the period, the Young Carers Team received 131 new referrals (118 in 2021-22) for young carers aged 6-17, and offered information, advice and activities to a total number of 385 young carers (397 in 2021-22).

The Team supported young carers by offering:

- Casework and support to young carers and their families to improve the caring role and working in partnership with adult and Children & Families Services around the needs of the young carer and their families
- 85 in-person and online group activities for young carers including comic book design, swimming, ice skating and art workshops. 278 different young carers accessed these activities, taking up a total of 839 places
- 69 young adult carers aged 18-25 received advice and guidance (56 in 2021-22, 50 in 2020-21 and 25 in 2019-20). 16 young adult carers also attended 6 different targeted events including yoga and a consultation about their wishes for the future of this service

Schools work

In the academic year of September 2021 – August 2022 the Schools Worker worked with 18 schools, delivering training and running awareness sessions with pupils or teachers, attending schools conferences and cluster events. The Schools Worker's role includes Identifying young carers through partnerships with schools in the city; building knowledge and awareness of young carers issues and needs, and of the support available from the Young Carers Project (YCP); clarifying and supporting expectations around in-school support systems for young carers, including the use of policies and protocols; championing young carers in education settings in the city, and directly delivering PSHE (Personal, Social & Health Education) sessions to schools focused on the role of caring.

- 285 attendees at 9 awareness-raising events such as parents' evenings and FE freshers' fairs
- 3630 pupils attended 20 school assemblies delivered by the YCP
- 11 training sessions delivered to 112 teachers and school support staff to improve the identification of young carers
- 65 identified young carers attending 9 new peer support groups established in schools
- 25 new YCP referrals generated plus 7 from School Nurses

(III) Development Work

Information

Carers News goes out four times a year to over 3,000 carers and professionals. The Centre continues to encourage carers to receive the electronic version of the newsletter in order to save printing and postage costs. The Carers Centre also produces a series of factsheets free to carers on a range of topics including respite, transport, community care, bereavement services and returning to employment. Each of the 11 factsheets is updated annually to provide as much up-to-date information to carers as possible. Carers can also get access to information and advice via Carers Hub phone line (9-5; Monday to Friday) and website – www.carershub.co.uk, which posts regular updates, news and activities relevant to the city's carers. Different social media methods, such as Facebook and Twitter have been used to stay in touch with and contact more carers in the City.

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED (LIMITED BY GUARANTEE) TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2023

Employment

The Carers Centre works with employers to support their workers who are also unpaid carers. Raising awareness and offering free online resources are the key focus at the initial stage. Further support is available to those seeking to embed good practice. 30 employers were visited in-person with a further 7 employers attending online awareness-raising sessions. As part of our work to promote Carers UK's Employers for Carers (EFC) and Digital Resources for Carers (DRC), we now have 23 employers signed up to EFC and 321 carers using the DRC.

As the campaign for unpaid carer leave continues to progress on a national level through Parliament, we now have a Carer Leave Policy in effect which recognises and values the staff we employ who have caring roles in their own lives. It entitles them to additional paid leave throughout the year.

(IV) Campaigning

Carers Week June 2022

We were able to welcome over 40 carers to our carers festival at St Augustine's Arts and Events Centre on June 9. Free refreshments kept everyone going while the centre was energised by the wonderful staff from over 15 organisations who attended and provided information.

We also held a meet up of the Carers Voice group, a Question and Answer session with our Brighton and Hove Carers Commissioner, a Self-Care and Creativity session with Changes Ahead and finished off with some relaxing music and slides in the Chill Zone.

Carers' Rights Day November 2022

We were delighted to welcome over 20 carers to our Carers Rights Day event on 24th November 2022 hosted at the Old Ship Hotel. Carers were joined by staff from The Carers Centre along with the Chief of Staff at NHS Sussex and 3 of his colleagues. The theme of Carers Rights Day this year was 'caring costs' and in their communications, Carers UK outlined that this includes 'the cost to unpaid carers' wellbeing and ability to access health services'. This is why we invited NHS colleagues to engage with carers about their experiences of accessing healthcare.

An enthusiastic discussion followed updates on recent carer engagement work that the Centre has undertaken and the formation of NHS Sussex Integrated Care System (known locally as Sussex Health and Care Partnership). Our discussions included recommendations to take the opportunity to amplify local carers' voices at a national level, improve access to straightforward information about available services and a need for first contact clinicians to improve carer identification.

(V) Carers Engagement

Carers are identified who are willing to be consulted as experts as and when required. We have 40 registered members of our Carers Voice group.

- Approx. 4,500 carers engaged with, plus 517 potential carers or employers via our Linked In page.

Positive impacts of our engagement work included the final development stages of our online Carer Awareness Training offer which was co-produced with the Carers Voice group:

The training will be launched during Carers Week 2023 and currently comprises 4 distinct modules offering a tailored training approach for:

General Carer Awareness - for all
Young Carers - aimed at anyone working with young people but school and college staff in particular
Primary Care - especially aimed at GP practices
Employers - with specialist information for employers and employees.

All modules will enable the participant to be registered with The Carers Centre as a Carers Champion and receive a certificate, badge and lanyard to increase their visibility in their organisation or community group. Champions will receive follow up support from us. Completion of the modules does not have to lead to Champion status but can be for general interest or as part of Continuing Professional Development.

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED (LIMITED BY GUARANTEE) TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2023

All of this is part of our free offer, as we strive to raise awareness of unpaid family/friend carers, help organisations and communities create carer networks supported by Champions and ensure that Brighton and Hove is a "carer-friendly city".

Social Media Engagement

As of 31st March 2022, we had 2,366 followers on Twitter (plus a further 1,652 followers of our Young Carers Project account) and 1,020 followers and 881 likes on Facebook. We also have increased our Linked In followers from 428 to 517.

(VI) Volunteers

The Carers Centre has a committed team of volunteers. 72 volunteers supported our work during the period including the 8 voluntary members of the Board of Trustees. Our office volunteer works with us regularly to undertake office administrative tasks: updating and maintaining our information library, co-ordinating carer events, producing factsheets and updating our website. Our office volunteer received 6 supervision sessions during the year. We had 1 social work student on a 70-day placement with the Young Carers Project and 2 volunteers supporting the development of our social media.

Reablement Project: We had 20 Reablement volunteers in 2022-23. During this period, we successfully recruited 12 new volunteers, with 9 having made it through their induction journey including training and checks. 3 are still in the process, such as waiting for DBS certificates to be returned. Some of the skills offered by these new volunteers have been in demand for a while including Sewing and Dress Making as well as Arts and Crafts skills. During the period, we have held 9 volunteer induction training sessions and 4 group supervision sessions.

We have 40 Carer Experts who share their experiences and contribute to the aforementioned Carer Engagement work. Through the process, carers gain peer support and knowledge to sustain their caring role. It is also an empowerment mechanism to build carers' confidence and knowledge to challenge and influence policy and decision makers.

(VII) Representation

In 2022-23, The Carers Centre represented carers at the following partnerships and working groups, with Carer Experts also involved in some of these meetings:

- Carers Strategy Working Group
- Young Carers Strategy Group
- National Young Carers Voice Group
- Carers Hub Operational Group
- Learning Disabilities Partnership Board
- Autism Partnership Board
- Brighton Chamber of Commerce
- Triangle of Care Advisory Group – Sussex Partnership Foundation Trust
- NHS Carer Engagement Forum
- Community Works Voluntary Sector Reps Group
- Our CEO is also Community Works Carers Rep and represents the voluntary sector on the Brighton & Hove Health and Wellbeing Board

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED (LIMITED BY GUARANTEE) TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2023

FINANCIAL REVIEW

Results

There was a surplus for the year of £39,629 (2022: £69,110). This has been transferred to the accumulated fund, leaving a balance of funds carried forward of £1,043,844 at 1 April 2023 (2022: £1,004,215) of which £104,933 (2022: £112,215) has to be used on restricted projects. Unrestricted free reserves now stand at £683,911 (2022: £584,910).

Reserves Policy

The Trustees wish to maintain a level of reserves that would ensure the stability of the organisation in the medium term, whilst maximising the use of the charity's resources towards its charitable objects. In addition to the review of the organisation's financial management policy, the Trustees agreed a prudent reserves and legacy policy at the Trustee Board meeting on 6th July 2023. The Trustees have decided that a level of working reserves should be maintained to cover at least 9 months' running costs (this currently equates to £556,082), which are not committed or invested in tangible fixed assets.

Unrestricted free reserves now stand at £683,911 (2022: £584,910) which is in line with the organisation's Reserves Policy outlined above. The Board of Trustees see it is prudent to maintain the current level of reserves alongside the designated funds outlined below to ensure the cash flow of the organisation is funded and that the work of the Carers Centre continues into the future. Securing alternative funding and creating sustainability takes time and resources and it is important that these reserve levels are maintained, particularly in an ever-changing climate.

Designated funds are set aside for the following:

- Infrastructure Fund £40,000 (over 1 year from April 2023) set aside to improve facilities and accommodate IT development costs
- Young Carers Services £105,000 (over 3 year from April 2023). The board has designated these funds due to this area of work being in deficit during the few years. The board feels that these services are important to maintain.
- Fundraising £40,000 (over 1 year from April 2023) in-line with the budget agreed in the organisation's Fundraising Strategy
- Closure Contingency Fund £70,000. In the event that closure contingency is needed, this would fund projected redundancy payments due to employees, terminating service contracts such as office rent and equipment, accountancy, audit and other professional costs

Should unforeseen reductions in funding occur, our reserves will enable us to respond accordingly and maintain the organisation's offer of vital support and services to carers.

Investment Policy

The Trustees have considered the most appropriate policy for investing funds and are continuing to monitor the placement of funds.

Principal Funding Sources

93% of income in 2022-23 (91% in 2021-22) came from statutory sources (Brighton & Hove City Council and the NHS Brighton & Hove Clinical Commissioning Group). The remaining 7% came from charitable trusts and organisations, including Carers Trust and the Alex Roberts-Miller Foundation along with interest on investments and donations. It is a long-term intention to reduce our reliance on statutory funders. Through the development of our newly launched, 5-year fundraising strategy we will move towards our aim of raising a greater proportion of our funds from charitable sources, and we work hard to maintain a close collaborative relationship with all our funders. The Carers Centre's contract as lead provider of the Carers Hub service has been extended until September 2023 with the possibility of a further extension thereafter. Both Alzheimer's Society and Crossroads Care Brighton & Hove are sub-contractors of the Carers Hub contract providing specific support and services to carers.

Fundraising performance

Fundraising priorities are set and an annual plan agreed by the Board of Trustees. In 2022-23, 6 successful funding bids generated £169,600. These bids range from small amounts for one-off events to large ongoing projects. Due to the current financial climate, fundraising remains an ongoing challenge but The Carers Centre has a good record of securing charitable grants. We are actively reviewing our fundraising strategy and aim to increase our focus on charitable trust, community and corporate fundraising in the future.

**THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
TRUSTEES' REPORT**

FOR THE YEAR ENDED 31 MARCH 2023

Brokerage Grants

The team often applies for financial support for individual carers from charitable trusts. During the financial year we received £8,433 from the following:

- Carers Trust - £6,820
- Brighton & Hove City Council - £723
- The Olgilvie Trust - £450
- Brighton Lions Club - £378
- Greater Brighton Metropolitan College - £62

The grants have been used for a variety of purposes according to the specific needs of the carers concerned. Examples include funding for a new domestic appliance, alternative therapies, respite opportunities and bus passes for Young Carers experiencing financial hardship.

Investment performance

We have no investments other than our deposit accounts with CAF Bank, Charity Bank, Shawbrook Bank and Virgin Money which pay standard interest rates on accessible funds (£7,169 in 2022-23, £2,385 in 2021-22).

PLANS FOR THE FUTURE

The Carers Centre's five-year strategic business plan and fundraising strategy have now been in place for a year. These two key documents were produced following extensive consultation with carers, staff, trustees, funders and other stakeholders. The board is committed to continuing to develop services for carers and we are excited by two key new projects that will launch in 2023-24. A bespoke service for young siblings carers and two new Hospital Carer Link Workers. Our Fundraising and Communications Manager will be providing a further update to our members at the July 2023 AGM. Our plans will help us mobilise community, grass-roots supporters and diversify revenue streams. Regular consultation events with carers are held and feedback gathered from all events and activities in order to inform our future plans. We also actively participate in national and local consultation and research into the role of unpaid carers in society.

ON BEHALF OF THE BOARD:



Mr. Thomas Lambert – Company Secretary

Date: 12/10/2023

**THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
STATEMENT OF TRUSTEES' RESPONSIBILITIES**

FOR THE YEAR ENDED 31 MARCH 2023

The trustees, who are also the directors of The Carers Centre for Brighton & Hove Limited for the purpose of company law, are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 'The Financial Reporting Standard Applicable in the UK and Republic of Ireland'

Company law requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity 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 charity and enable them to ensure that the accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
INDEPENDENT EXAMINER'S REPORT**

TO THE TRUSTEES OF THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 March 2023 which are set out on pages 12 to 23.

Responsibilities and basis of report

As the charity 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 charitable 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 charitable company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I 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 charitable 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 applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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.

TC Group

Mr Mark Cummins FCCA

tc accounts • tax • legal • financial planning

The Courtyard
Shoreham Road
Upper Beeding
Steyning
West Sussex
BN44 3TN

Dated: *24 October 2023*

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)

FOR THE YEAR ENDED 31 MARCH 2023

		Unrestricted funds £	Restricted funds £	Designated funds £	Total 2023 £	Total 2022 £
Income from:						
Donations, grants and gifts	3	1,918	62,300	-	64,218	30,164
Charitable activities	4	703,417	1,400	-	704,817	640,214
Other income	5	4,868	-	-	4,868	-
Investment income - Interest received		7,169	-	-	7,169	2,385
Total income		717,372	63,700	-	781,072	672,763
Expenditure on:	6					
Charitable activities						
Activities undertaken directly		507,618	74,719	99,336	681,673	548,261
Other costs		53,355	471	5,944	59,770	55,392
Total expenditure		560,973	75,190	105,280	741,443	603,653
Net income/(expenditure)		156,399	(11,490)	(105,280)	39,629	69,110
Transfer between funds	17, 18	(57,398)	4,208	53,190	-	-
Net movement in funds		99,001	(7,282)	(52,090)	39,629	69,110
Fund balances at 1 April 2022		584,910	112,215	307,090	1,004,215	935,105
Fund balances at 31 March 2023		683,911	104,933	255,000	1,043,844	1,004,215

All activities are classed as continuing. There are no recognised gains or losses other than those reported on the Statement of Financial Activities.

The notes of pages 15 to 23 form a part of these accounts.

**THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
BALANCE SHEET**

AS AT 31 MARCH 2023

		2023		2022	
	Notes	£	£	£	£
Fixed assets	12		413		4,207
Current assets					
Debtors	13	87,158		17,923	
Cash at bank and in hand		<u>1,020,498</u>		<u>1,010,947</u>	
		1,107,656		1,028,870	
Creditors: amounts falling due within one year	14	<u>(64,225)</u>		<u>(28,862)</u>	
Net current assets			1,043,431		1,000,008
Total assets less current liabilities			1,043,844		1,004,215
Income funds					
Restricted funds	17		104,933		112,215
Unrestricted funds	18		683,911		584,910
Designated funds	18		255,000		307,090
			1,043,844		1,004,215

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

For the financial year in question the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

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

The accounts were approved by the Board on 27/09/2023



Mr V Selvaratnam
Trustee

Company Registration No. 02758481

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
CASH FLOW STATEMENT

FOR THE YEAR ENDED 31 MARCH 2023

	£	2023 £	£	2022 £
Net cash used in operating activities				
Net income/(expenditure)	39,629		69,110	
Depreciation	3,794		3,796	
Increase/(decrease) in creditors	35,363		4,912	
(Increase)/decrease in debtors	(69,235)		15,116	
		9,551		92,934
Cash flows from investing activities				
Purchase of tangible fixed assets	-		(1,214)	
		-		(1,214)
Increase in cash		9,551		91,720
Cash and cash equivalents at the beginning of the year		1,010,947		919,227
Cash and cash equivalents at the end of the year		1,020,498		1,010,947

Analysis of net cash:

	1 April 2022 £	Cash flow £	31 March 2023 £
Cash at bank and in hand	<u>1,010,947</u>	<u>9,551</u>	<u>1,020,498</u>

**THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS**

FOR THE YEAR ENDED 31 MARCH 2023

1 Statutory information

The Carers Centre for Brighton & Hove Limited is a charitable company, limited by guarantee, registered in England and Wales. The charitable company's registered number and registered office address can be found on the Legal and Administrative Information page.

2 Accounting policies

2.1 Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015) – Charities SORP (FRS102) and the Companies Act 2006.

The Carers Centre for Brighton & Hove Limited meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

There are no material uncertainties about The Carers Centre for Brighton & Hove Limited's ability as a going concern.

2.2 Income

All income is recognised in the Statement of Financial Activities once the charity has gained entitlement to the income and the amounts can be quantified with sufficient reliability. The following specific policies are applied to particular categories of income:

Donations, grants and gifts are included in full in the Statement of Financial Activities once receivable.

Contract income is recognised as the charity becomes entitled to the contract income (i.e. over the term of the contract).

Investment income is recognised in the financial statements when receivable.

2.3 Expenditure

Expenditure is recognised on an accruals basis when a liability is incurred. Expenditure includes any VAT which cannot be fully recovered and is included within the item of expenditure to which it relates.

Charitable expenditure comprises those costs incurred by the charity in pursuit of its charitable objectives. It includes both direct costs and support costs relating to such activities. Support costs, including salaries, are apportioned on the basis of the time involved on the activity.

Governance costs include those costs associated with meeting the statutory requirements of the charity and include its audit fees and costs linked to strategic management of the charity. These costs are included in support costs under the Charities SORP (FRS 102).

**THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS (CONTINUED)**

FOR THE YEAR ENDED 31 MARCH 2023

Accounting policies (continued)

2.4 Fixed assets

Fixed assets are recognised at historic cost less accumulated depreciation. Depreciation rates are as follows:

Fixtures and fittings	33% on cost
Computer equipment	33% on cost

2.5 Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered.

Prepayments are valued at the amount prepaid net of any trade discounts due.

2.6 Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments. The Trustees seek to use short and medium term deposits where possible to maximise the return on monies held at the bank and to manage cash flow.

2.7 Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

2.8 Leasing and hire purchase commitments

Rentals payable under operating leases are charged against income on a straight line basis over the period of the lease.

2.9 Pensions

Retirement benefits to employees of the entity are provided by a defined contribution scheme. The assets of the scheme are held separately from those of the entity.

The contributions made in relation to the defined contribution scheme are charged in the accounts as they become payable in accordance with the rules of the scheme.

2.10 Fund accounting

Restricted funds are subject to specific conditions by funders as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the accounts.

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds are available for use at the discretion of the trustees for the specific purposes as set out by the trustees.

2.11 Taxation

The company is a registered charity (number: 1015728). All of the charity's income falls within the exemptions set out in part 11 of the Corporation Tax Act 2010.

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

3 Donations, grants and gifts

	Unrestricted funds £	Restricted funds £	Total 2023 £	Total 2022 £
Donations	1,621	5,800	7,421	5,261
Grants	297	56,500	56,797	24,903
	<u>1,918</u>	<u>62,300</u>	<u>64,218</u>	<u>30,164</u>

4 Income from charitable activities

	Unrestricted funds £	Restricted funds £	Total 2023 £	Total 2022 £
Contract income	<u>703,417</u>	<u>1,400</u>	<u>704,817</u>	<u>640,214</u>

5 Other income

	Unrestricted funds £	Restricted funds £	Total 2023 £	Total 2022 £
Other income	<u>4,868</u>	<u>-</u>	<u>4,868</u>	<u>-</u>

6 Total expenditure

	Staff costs £	Other costs £	Total 2023 £	Total 2022 £
Charitable activities				
Activities undertaken directly	328,755	352,918	681,673	548,261
Other costs (note 6)	<u>46,607</u>	<u>13,163</u>	<u>59,770</u>	<u>55,392</u>
Total	<u>375,362</u>	<u>366,081</u>	<u>741,443</u>	<u>603,653</u>

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

7 Other costs

	Total	Total
	2023	2022
	£	£
Staff costs	46,607	43,925
Governance costs (Note 8)	13,163	11,467
	<u>59,770</u>	<u>55,392</u>

8 Governance costs

	Total	Total
	2023	2022
	£	£
Independent examiners' fee	4,320	3,960
Accountancy	8,745	7,494
AGM	85	-
Companies House filing fees	13	13
	<u>13,163</u>	<u>11,467</u>

9 Trustees

During the year, and in the previous year, no trustees were reimbursed for expenses.

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

10 Statement of financial activities comparative funds – year ended 31 March 2022

	Unrestricted funds £	Restricted funds £	Designated funds £	Total 2022 £	Total 2021 £
Income from:					
Donations, grants and gifts	3,681	26,483	-	30,164	30,881
Charitable activities	639,806	408	-	640,214	586,497
Investment income - Interest received	2,385	-	-	2,385	3,914
Total income	645,872	26,891	-	672,763	621,292
Expenditure on:					
Charitable activities					
Activities undertaken directly	481,257	29,157	37,847	548,261	530,833
Other costs	50,967	207	4,218	55,392	55,821
Total expenditure	532,224	29,364	42,065	69,110	586,654
Net income/(expenditure)	113,648	(2,473)	(42,065)	69,110	34,638
Transfer between funds	(24,801)	(754)	25,555	-	-
Net movement in funds	88,847	(3,227)	(16,510)	69,110	34,638
Fund balances at 1 April 2020	496,063	115,442	323,600	935,105	900,467
Fund balances at 31 March 2021	584,910	112,215	307,090	1,004,215	935,105

11 Employees

Number of employees

The average number of employees during the year was 21 (2022: 19).

Employment costs	2023 £	2022 £
Wages and salaries	345,050	323,352
Social security costs	22,366	20,610
Other pension costs	7,947	7,584
	375,362	351,546

Total employee benefits for key management personnel of the charity in the year amounted to £46,607 (2022: £43,925).

There were no employees with emoluments above £60,000 during the year (2022: none).

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

12	Fixed Assets	Fixtures and Fittings	Computer Equipment	Total
	Cost			
	At 1 April 2022	5,119	59,256	64,375
	Additions in the year	-	-	-
	At 31 March 2023	<u>5,119</u>	<u>59,256</u>	<u>64,375</u>
	Depreciation			
	At 1 April 2022	5,119	55,049	60,168
	Depreciation charge in the year	-	3,794	3,794
	At 31 March 2023	<u>5,119</u>	<u>58,843</u>	<u>63,962</u>
	Net Book Value			
	At 31 March 2023	<u>-</u>	<u>413</u>	<u>413</u>
	At 31 March 2022	<u>-</u>	<u>4,207</u>	<u>4,207</u>
13	Debtors		2023	2022
			£	£
	Trade debtors		74,206	5,906
	Other debtors		5,126	5,125
	Prepayments and accrued income		7,826	6,892
			<u>87,158</u>	<u>17,923</u>
14	Creditors: amounts falling due within one year		2023	2022
			£	£
	Trade creditors		40,402	7,007
	Taxes and social security costs		6,339	5,741
	Accruals and deferred income		17,484	16,114
			<u>64,225</u>	<u>28,862</u>

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

15 Pension and other post-retirement benefit commitments

At the balance sheet date £Nil (2022: £Nil) was owed in respect of contributions to schemes.

	2023 £	2022 £
Contributions payable by the charity for the year	7,947	7,584

16 Share capital & control

The Carers Centre for Brighton & Hove Limited is a company limited by guarantee and has no share capital. The liability of the members is limited to a sum not exceeding £1. The charity is controlled by its trustees. No one member has overall control of the charity.

17 Restricted funds

The income funds of the charity include restricted funds comprising the following balances of donations and grants held on trust for specific purposes:

	Movement in funds			
	Balance at 1 April 2022	Incoming resources	Resources expended	Transfers
	£	£	£	£
Young Carers	3,784	9,700	(17,692)	4,208
Development Work	21,231	-	-	-
Adult Carers	87,200	54,000	(57,498)	-
	<u>112,215</u>	<u>63,700</u>	<u>(75,190)</u>	<u>4,208</u>
				<u>104,933</u>

Young Carers – This fund provides resources to run group work sessions and activities for Young Carers aged between 6 and 17 years old.

Development Work – This fund provides resources for future development work to support unpaid Carers.

Adult Carers – This fund provides resources to run services for Adult Carers aged 18 years old or above.

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

18 Other funds

	Movement in funds				Balance at 31 March 2023
	Balance at 1 April 2022	Incoming resources	Resources expended	Transfers	
	£	£	£	£	£
Unrestricted funds	584,910	717,372	(560,973)	(57,398)	683,911
Designated fund – Infrastructure	8,465	-	(8,301)	39,836	40,000
Designated fund - Repairs	28,625	-	(28,722)	97	-
Designated fund – Young Carers Services	105,000	-	(43,142)	43,142	105,000
Designated fund – Closure contingency	165,000	-	-	(95,000)	70,000
Designated fund – Fundraising	-	-	(25,115)	65,115	40,000
	<u>892,000</u>	<u>717,372</u>	<u>(666,253)</u>	<u>(4,208)</u>	<u>938,911</u>

The designated funds for infrastructure and repairs were established enable the charity to fund such expenditure in the future.

The designated funds for Young carer's services and closure contingency were all established during the prior year.

19 Analysis of net assets between funds

	Unrestricted funds	Designated funds	Restricted funds	Total 2023
	£	£	£	£
Fund balances at 31 March 2023 are represented by:				
Fixed Assets	-	413	-	413
Current assets	748,136	254,587	104,933	1,107,656
Creditors: amounts falling due within one year	(64,225)	-	-	(64,225)
	<u>683,911</u>	<u>255,000</u>	<u>104,933</u>	<u>1,043,844</u>

	Unrestricted funds	Designated funds	Restricted funds	Total 2022
	£	£	£	£
Fund balances at 31 March 2022 are represented by:				
Fixed Assets	-	4,207	-	4,207
Current assets	613,772	302,883	112,215	1,028,870
Creditors: amounts falling due within one year	(28,862)	-	-	(28,862)
	<u>584,910</u>	<u>307,090</u>	<u>112,215</u>	<u>1,004,215</u>

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

20 Commitments under operating leases

At 31 March 2023 the company had total commitments under non-cancellable operating leases as follows:

	Land and buildings	
	2023	2022
	£	£
Expiry date:		
Within one year	21,500	21,500
1-5 years	54,646	76,146
	<u>76,146</u>	<u>97,646</u>
	Other	
	2023	2022
	£	£
Expiry date:		
Within one year	2,146	2,146
1-5 years	3,218	5,364
	<u>5,364</u>	<u>7,510</u>

Included within the Statement of Financial Activities are operating lease payments of £24,815 (2022: £23,106).

Document Activity Report

Document Sent

Wed, 25 Oct 2023 12:39:42 GMT

Document Activity History

Document history shows most recent activity first

Date

Activity

You can verify that this is a genuine Portal document by uploading it to the following secure web page:

<http://tcgroup.accountantspace.co.uk/messages/VerifyDocument>

THE CARERS CENTRE FOR BRIGHTON AND HOVE LIMITED

England & Wales - Charity number 1015728

Accounts

Charity Registration No. 1015728

Company Registration No. 02758481 (England and Wales)

**THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)**

TRUSTEES' REPORT AND ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2022

**THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
LEGAL AND ADMINISTRATIVE INFORMATION**

Trustees	Mr Vas Selvaratnam (Chairperson) Mr Gregory Bortkiewicz Ms Tora Colwill Ms Brigid Day Ms Amy Dickinson (resigned 29/10/2021) Mr Jamie Elliott (Treasurer) Mr Jeremy Laver Dr Feylyn Lewis Mr James Pike
Patrons	Mrs Caroline Lucas MP (Pavilion, Brighton) Prof Saul Becker, Provost at University of Sussex
Chief Executive Officer & Secretary	Mr T Lambert
Charity number	1015728
Company number	02758481
Principal Address and Registered office	18 Bedford Place Brighton East Sussex BN1 2PT
Independent Examiners	TC Group The Courtyard Shoreham Road Upper Beeding Steyning West Sussex BN44 3TN
Bankers	Charities Aid Foundation Bank Ltd Kings Hill West Malling Kent ME19 4TA

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED

(LIMITED BY GUARANTEE)

CONTENTS PAGE

	Page
Trustees' report	1-10
Statement of trustees' responsibilities	11
Independent examiner's report	12
Statement of financial activities	13
Balance sheet	14
Cash flow statement	15
Notes to the accounts	16-24

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED (LIMITED BY GUARANTEE) TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2022

The Trustees are pleased to present their report together with the financial statements of the charity for the year ended 31 March 2022.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. Under those Articles, the Trustees are elected at each Annual General Meeting by the Members of the organisation.

The Members have guaranteed to contribute a maximum of £1 each in the event of the company being wound up. The number of Members at 31 March 2022 was 34 (2020-21: 38).

The charity is run by a Board of Trustees, who delegates the day to day operation to the Chief Executive Officer and staff. The Board of Trustees meets six times per year to receive operational reports and review and agree policy and procedures, and on one or more occasions for the purposes of strategic planning.

Recruitment and appointment of new trustees

Trustees are recruited by general advertisement in local media, volunteer centre and the organisation's regular newsletter. Interested parties complete a full application form and references are taken up, before being invited to meet the trustees formally.

Induction and training of new trustees

There is a full induction and training programme in place for new trustees.

Risk Review

The Trustees have conducted their own review of the major risks to which the charity is exposed and systems have been established to mitigate those risks. The Financial Management Policy, Risk Management Policy and Reserves Policy were reviewed and updated at the Trustee Board meeting on 23rd June 2022. The Carers Centre board approved a new five-year Strategic Plan on 24th June 2021 which will be reviewed annually. The board also developed a new fundraising strategy which was approved on 22nd April 2021 and has a risk management plan. Internal risks are minimised by the implementation of procedures for authorisation of all transactions and projects and to ensure consistent quality of delivery for all operational aspects of the charitable company. These procedures are periodically reviewed to ensure that they still meet the needs of the charity.

AIMS & OBJECTIVES OF THE ORGANISATION

OUR VISION

An improved quality of life for carers in Brighton & Hove

OUR MISSION

To make a positive difference to the lives of carers by encouraging a wider recognition of their caring role; enabling them to fulfil their own needs as individuals and offering them appropriate and suitable support

CARERS: A DEFINITION

- Carers provide physical and/or emotional support to family members, partners or friends in need because they have a long-term illness, disability, mental health condition or substance-dependence. The care they provide is unpaid.
- Young carers are children and young people aged 17 or under who provide, or intend to provide, care, assistance or support to another family member. They carry out, often on a regular basis, significant or substantial caring tasks and assume a level of responsibility, which would usually be associated with an adult.

OUR AIMS AND VALUES

Putting carers first

Our services will focus on supporting carers; seeing things from their point of view. Many carers need better services for the person they care for. We will therefore take a holistic approach to all our work, considering the needs of carers, and those they care for.

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED (LIMITED BY GUARANTEE) TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2022

Empowerment

In all our work we will aim to empower individual carers to take control of their lives, play a full part in the local community and to move on from their role when appropriate. We believe that carers themselves are a powerful force for change, and we aim to give carers a real voice in designing and influencing services.

Involvement

We are committed to providing services which respond to carers' needs and enable carers and former carers to take an active part in our work. We also offer carers safe spaces to provide invaluable peer support for each other.

Equality

We recognise that many groups and communities experience discrimination and firmly assert that this is wrong. We aim to ensure that all our services are accessible, flexible, adaptable and appropriate to all carers in Brighton & Hove.

Service delivery

We will work in partnership with statutory and voluntary agencies, whilst retaining our independence. In doing so, we will use our resources effectively to provide a responsive and high-quality service to carers. Where we have identified needs that are not best met by our organisation, we will work proactively with other organisations to ensure that appropriate and timely services are provided.

Challenging and supportive

We aim to provide a challenging workplace for staff and volunteers, with an open and consultative management style, and to provide the support that staff and volunteers need to do their jobs.

STRATEGIC OUTCOMES

As a result of contact with The Carers Centre for Brighton & Hove:

- carers are more informed, supported and resilient through accessing services appropriate to their needs
- carers' needs are identified and prioritised with carer participation at both individual and service-wide levels
- carers and former carers feel empowered to contribute to policy, research and the development of services both locally and nationally
- stakeholders, decision-makers and the general public have an increased understanding of carers' experiences and recognition of what being an unpaid carer means
- staff and volunteers are valued, supported and part of a sustainable, respected organisation with a positive, inclusive culture

OUR SERVICES

In 2021-22, the Carers Centre employed a total of 19 staff members (5 full-time and 13 part-time), 6 sessional workers and 63 volunteers (78 during 2020-21). The Chief Executive Officer is accountable to the Board of Trustees (9 trustees in 2021-22) and is line-managed by the Chairperson of the Board.

The Carers Centre provides a wide range of services, which are available to any unpaid carers in Brighton and Hove. By the end of the financial year 2021-22, the Carers Centre was 4½ years into delivery of the Carers Hub model which provides a 'front door' access point to all carers' support services in the city. Within the 3-tier system, the Carers Centre holds a dedicated phone line – 01273 977 000 between 9am and 5pm Monday to Friday; and a website – www.carershub.co.uk with online resources and links related to young and adult carers. The Hub is an effective and efficient single-entry point for carers to get information, advice, support and services through agreeing a series of pathways with the Adult Social Care Team, Childrens' Services, the Memory Assessment Service, Alzheimer's Society, Crossroads Care and other voluntary sector organisations.

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED (LIMITED BY GUARANTEE) TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2022

(I) Impact of Covid-19 Pandemic

As with all charities, The Carers Centre continued to be significantly impacted by the COVID-19 global pandemic throughout the financial year 2021-22. During the period, most of our staff and volunteers transitioned to a hybrid model of working with a flexible working trial period due to conclude in May 2022. At this point, the Senior Management Team will confirm any permanent changes to the home/office working balance.

Our major funders recognised the crucial role we play as a key strategic partner in supporting the unpaid family/friend carers of Brighton & Hove during the pandemic. As such, the majority of our funding has not been adversely affected to date (although some smaller projects were paused until in-person contact with service users became viable once more).

In terms of risk management, as statutory funders begin to take stock of the emergency spending they needed to make during the pandemic, we took the time to complete our work on the new Fundraising Strategy (listed below under 'Resources Development') which will see us work towards funding diversification.

Regarding our service response, we were able to resume many of our in-person support services with careful attention paid to social distancing requirements. While this was warmly received by carers, many of them have found during the past two years that our online activities are easier for them to access. For example, those who live on the edge of the city for whom travelling to city centre locations can be challenging. We are of course mindful of such provisions feeling less personal and difficult to participate in with other household members around. It is therefore our plan to continue to develop a hybrid of in-person and online support for carers.

We also worked with the NHS Sussex Health and Care Partnership and other Sussex-based carer support organisations to build upon the vaccination roll-out work we conducted towards the end of the previous period. Of particular note was our 'Stay Well This Winter' campaign which resulted in a 12% increase in carer registrations across Sussex versus the same period the previous year.

In the last quarter of the period (Jan-Mar 2022), we worked with the local authority to distribute £5,000 of the Government Household Support Fund. 20 financially disadvantaged families were identified for support grants which were used to cover rising energy and food costs. Discussions around a further round of grants are ongoing between The Carers Centre and Brighton & Hove City Council.

(II) Our Services for Adult Carers

Our services for adult carers include the provision of emotional support, information, guidance and peer-support activities to a wide range of carers, including carers of people with mental health conditions, learning disabilities, physical or sensory disabilities and life-limiting illnesses.

Between April 2021 and March 2022, 1,767 adult carers received information, support and services from the core Adult Carers Team (1,788 in 2020-21). 891 of these were newly referred carers, with 545 of those presenting with a variety of support requirements necessitating a carers contact assessment. These assessments established their eligible needs and formed an intervention plan resulting in onward referrals to both internal and external support projects. In addition, 2,170 anonymous clients (1,800 in 2020-21) were advised on specific matters which either did not require registration or where the client chose not to register.

The Carers Hub service delivery model has strengthened our approach to offer carers advice, information and the aforementioned carers contact assessments over the phone and/or email. During this financial year, Carers Hub has made over 23,400 contacts in person and by correspondence providing support, information and advice (21,000 in 2020-21).

Carers Peer Support

The Carers Centre continued to deliver a weekly online peer support provision during this period due to restrictions related to the COVID-19 pandemic. However, we were able to resume our in-person coffee mornings in central Brighton from quarter three and in Hove from quarter four. Carers received support to remain emotionally resilient and physically well, both through directed information, and through the impact of shared experience with other carers away from their caring role. During the period, 58 group sessions were organised with 357 carer attendances (262 in 2020-21).

The other two peer support groups not covered under the headings below are:

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED (LIMITED BY GUARANTEE) TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2022

- 1) our regular group for **carers of those with learning disabilities or autistic spectrum disorders**. During the period, 10 group sessions were organised with 23 carer attendances.
- 2) To complement our employer advice service, we were able to secure a small grant in early 2020 to develop a peer support group specifically for **working carers**. This provision also had to move online during the period but 20 different individuals attended 11 sessions across the year for a total of 47 attendances.

Carers Reablement Project

This project matches a skilled volunteer with a carer with a view to the carer learning a new skill or rediscovering an old hobby that had been lost due to their busy caring role.

While online interactions remained prevalent throughout the year and in quarter one particularly, in quarter two we opened up more face to face meetings with carers, following government guidance as to the best and safest ways to meet, including sitting with carers in outside spaces and later on, wearing a mask and having windows open indoors. Being able to visit carers in-person caused a surge in initial meetings and meeting with carers to help with digital devices, many of whom were unable to access the project or groups and extra support digitally during the lockdowns, so we were keen to make it to these carers just in case the pandemic situation changed. It also allowed some volunteers to re-meet with carers they were matched with before including one carer learning the piano.

Our volunteers have continued to work hard running our online groups throughout the year and have welcomed carers via zoom to our Monthly Book Club, monthly Meditation and monthly Music Appreciation groups. We have been able to continue our successful Wellbeing Walks in a number of locations around the city and in the run up to Christmas, with the help of a volunteer we hosted a fun Christmas craft activity in-person for a small group of carers. Our Reablement groups attracted 56 carers to 39 events for a total of 169 attendances.

End of Life Project

The End of Life support project continues to support carers of people with a range of life-limiting illnesses. The Project continues to provide 1:1 support (47 recipients during the period up from 44 in 2020-21 and 18 in 2019-20). The resumption of our previous monthly outreach at the Macmillan Cancer Horizon Centre has proved to be a useful way of providing face-to-face information and support to carers using the Centre on an ad hoc or appointment basis.

The Project also provides 13 months of support for bereaved carers with the addition of signposting to specialist bereavement services within the City. Furthermore, a peer support group for bereaved carers met 10 times during the year with a total of 47 attendances.

Memory Assessment Service (MAS) Link Work

During the period, the Memory Assessment Service Carers Link Worker offered support, information, signposting and help with the assessment process for carers of those living with dementia.

In addition, the Worker offered support to carers who are caring for someone with a diagnosis of Mild Cognitive Impairment (MCI), ensuring that the caring role for someone with a mild memory problem was still acknowledged and carers assessments accessed.

The post was expanded from 1 day per week to 2 days per week for this year and will remain as such for at least the forthcoming financial year. This will enable us to advocate for more carer inclusion within the memory assessment service and strengthen links with relevant voluntary sector agencies.

During the period, 477 carers of those living with dementia or MCI were in receipt of support from The Carers Centre.

Changes Ahead

Changes Ahead supports carers of those living with a mental health condition and has been a part of The Carers Centre's suite of services since December 2019. With a strong history of providing 1:1 and peer support for this group of carers, the successful integration of the Changes Ahead offer has built upon our ability to provide specialist services.

169 carers accessed support from the service during the year which is understandable given the challenges which the pandemic has brought to those living with mental health conditions and their families. Increasing resources for this provision is a significant target in our newly-developed Fundraising Strategy and we already increased funding for this project during the period, introducing an additional working day for one of our two Changes Ahead workers. 13 carers engaged with the 10 online Changes Ahead peer support sessions during the period for a total of 33 attendances.

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED (LIMITED BY GUARANTEE) TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2022

Carer Inclusion Project

Thanks to a generous legacy donation awarded to the organisation during 2018-19, the board resolved to establish a new Inclusion Project for carers with protected characteristics. The donor was a carer from the LGBTQ+ community and having successfully recruited a worker to the new role of Carers Inclusion and Development Worker, we are now able to offer additional outreach support to carers from underrepresented groups.

The sustainability of this role was secured in quarter three as we commenced delivery of Carers Trust's Making Carers Count project. This funded project is a partnership between The Carers Centre and two other carer support organisations in Sussex and sees each partner receive funding to support carers from ethnic minority backgrounds. The remaining funds from the original legacy donation will be used to continue our support of carers from the LGBTQ+ community.

During the year:

- Identification and monitoring of registered carers continued to improve. For example, we now have 449 carers from ethnic minorities registered (299 in March 2021 and 183 in Feb 2020) and 122 carers who identify as LGBTQ+ (71 in March 2021 and 23 in Feb 2020) plus 8 carers (up from 5) from Gypsy/Roma/Traveller communities registered with the service
- Internally, an Equalities Working Group now meets bi-annually to embed recommendations and good practice
- Our LGBTQ+ peer support group welcomed 21 individual carers to 14 sessions for a total of 64 attendances
- A translation feature was added to The Carers Centre website
- Our Mind the Gap engagement/research findings from spring 2021 were leveraged to secured further NHS engagement funding focused upon consulting carers from underrepresented communities

Activities and events

Other activities provided include the following:

- Free legal surgeries (30 sessions (30 also provided in 2020-21)) were held during the year, each with a solicitor offering appointments to carers. Issues covered in the sessions included wills & trusts, housing, community care and Power of Attorney. From time to time the solicitors also give additional free time to run workshops and information sessions for the Centre.
- 10 carer awareness training sessions were delivered to health and social care professionals in the statutory and voluntary sectors.
- The Adult Carers Team also delivered 37 Tai Chi/Qi Gong sessions online. This popular provision saw 28 individual carers make a total of 245 attendances.

(III) Our Services for Young Carers

The Young Carers Team aims to support children and young people who care for a member of their family who has a physical or mental health support need, substance misuse issue or sensory or learning disability. The Team supports children & young people whose social, emotional or educational development is negatively affected by their caring role.

The Team has two main aims: to reduce the actual caring role and / or to reduce the impact of the caring role. The first thing we do is try to improve the support provided to the family in order to reduce the reliance on children as carers. In particular we engage with Education, Children and Families Social Care, Adult Social Care, Health and Housing services. We also provide activities and run groups, to enable young carers to enjoy a break and develop their peer support network. Furthermore, the team provides one-to-one emotional support work to build the internal resilience of young carers when they face times of particular stress or transition.

During the period, the Young Carers Team received 118 new referrals (133 in 2020-21) for young carers aged 6-17, and offered information, advice and activities to a total number of 397 young carers (301 in 2020-21).

The Team supported young carers by offering:

- Casework and support to young carers and their families to improve the caring role and working in partnership with adult and Children & Families Services around the needs of the young carer and their families

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED (LIMITED BY GUARANTEE) TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2022

-
- 83 in-person and online group activities for young carers including comic book design, climbing, ice skating and art workshops. 266 different young carers accessed these activities, taking up a total of 693 places
 - 56 young adult carers aged 18-25 received advice and guidance (50 in 2020-21 and 25 in 2019-20). 27 young adult carers also attended 13 different targeted events including ecotherapy and a wellbeing residential for a total of 88 attendances

Schools work

In the academic year of September 2019 – August 2020 the Schools Worker worked with 25 schools, delivering training and running awareness sessions with pupils or teachers, attending schools conferences and cluster events. The Schools Worker's role includes Identifying young carers through partnerships with schools in the city; building knowledge and awareness of young carers issues and needs, and of the support available from the Young Carers Project (YCP); clarifying and supporting expectations around in-school support systems for young carers, including the use of policies and protocols; championing young carers in education settings in the city, and directly delivering PSHE (Personal, Social & Health Education) sessions to schools focused on the role of caring.

- 220 pupils attended a total of 10 PSHE sessions focused on young carers
- 120 pupils attended 2 school assemblies delivered by the YCP
- 5 training sessions delivered to 40+ teachers and school support staff to improve the identification of young carers
- 30 new YCP referrals generated plus 11 from School Nurses

Additional Achievements

- Support for young carers and young adult carers beyond school has been an evolving part of the Schools worker role over the last few years. Pre-pandemic the Young Carers Project was regularly invited onsite to college events such as fresher's fairs to raise awareness amongst students and staff. This year there were no visitors onsite so instead information was provided to distribute to students. Advice and guidance were also provided to the college wellbeing services throughout the year to help the college support students and make referrals
- Facilitating casework support where there have been school-based issues for individual carers. This has been more of an issue during the pandemic, both during lockdowns and as pupils returned, with problems arising around attendance and student safety, homework and access to technology. Facilitating good communication between schools and families and an understanding of the unique issues young carers and their families face helped to resolve these issues
- Continuing to contribute to the development of Widening Participation pathways for Young Carers. Liaison with Brighton University about how best to support students with a caring role as part of an online learning day about young carers. We shared findings from our research project Aiming High, including young carers thoughts and concerns about going to university, and in particular what barriers there were for young carers and how these could be addressed to make university a more accessible option for them. Current students were also able to express their views on managing their workload and other commitments alongside their caring role, with a view to helping the university improve their provision for both current and future young adult carers

Awareness raising

We held an incredibly successful Young Carers Action Day event, providing an evening of cabaret, food and activities for over 80 young carers and their family members. The venue was funded by a Carers Trust grant and the Council supported with funding for food and sessional hours to have a dedicated staff member to organise the event. This really utilised the wider skills of sessional workers. The activity was supported by two other children's organisations – Forward Facing and Kidzone.

Throughout the period, young carers reps and our Young Carers Team Manager were active participants in the National Young Carers Voice group, as well as having representation at Brighton Youth Council. Our own Young Carers Action Group continues to meet, with the group making contributions to the organisation's new strategic plan and fundraising strategy.

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED (LIMITED BY GUARANTEE) TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2022

(IV) Development Work Information

Carers News goes out four times a year to over 3,000 carers and professionals. This year we also included a special lockdown edition of the magazine to keep carers informed. The Centre continues to encourage carers to receive the electronic version of the newsletter in order to save printing and postage costs. The Carers Centre also produces a series of factsheets free to carers on a range of topics including respite, transport, community care, bereavement services and returning to employment. Each of the 11 factsheets is updated annually to provide as much up-to-date information to carers as possible. Carers can also get access to information and advice via Carers Hub phone line (9-5; Monday to Friday) and website – www.carershub.co.uk, which posts regular updates, news and activities relevant to the city's carers. Different social media methods, such as Facebook, Twitter and the Young Carers Project YouTube channel, have been used to stay in touch with and contact more carers in the City.

Primary Care Work

The role of Primary Care Carers Link Worker is a key part of our efforts to raise carer awareness amongst GP practices, pharmacists and other health sector professionals. We have helped to embed a carers hub referral form within the 2 main database systems used by GPs (carer prescriptions) and been a partner in the development of numerous GP surgery multi-disciplinary team meetings to advocate for carer awareness and support.

In addition, the Link Worker supported the vaccine rollout efforts via the COVID-19 Communications and Engagement Group facilitated by the local authority. Vaccination information relevant to carers was shared with GP practices. Furthermore, information packs have also been issued to 39 GP practices and the 21 healthy living pharmacies in the city.

Employment

The Carers Centre works with employers to support their workers who are also unpaid carers. Raising awareness and offering free online resources are the key focus at the initial stage. Further support is available to those seeking to embed good practice. 24 employers were visited in-person, a further 14 attended online awareness-raising sessions and there were 3 awareness-raising sessions attended by 12 members of the University of Sussex faculty. Finally, 6 additional employers attended the 'Carers UK – Employers for Carers (EFC)' event that we hosted during Carers Week 2021.

As an organisation, we also developed and launched our Carer Leave Policy which recognises and values the staff we employ who have caring roles in their own lives. It entitles them to additional paid leave throughout the year.

(V) Campaigning

Carers Week June 2021

For the second successive year we offered a virtual Carers Festival, running activities on Zoom calls throughout the week. We ran a wide variety of activities: coffee and chat sessions, the 1st anniversary session of our monthly book club, Tai Chi, a quiz, meditation and a bakery class with support from Stoneham Bakehouse.

In addition, we were also delighted to be able to deliver 5 in-person, socially-distanced, 'Tea in the Park' sessions at St. Ann's Well Gardens with 18 carers able to enjoy the sunshine. Indeed, for some it was the first in-person social event they had experienced for over a year.

Carers' Rights Day November 2021

On November 25th, we were lucky enough to be able to welcome 29 carers to one of our first in-person events to mark Carers Rights Day. We were hosted by St Augustine's Art and Events Centre which is a vibrant and colourful space. Carers were able to join a talk about social prescribing, from Together Co and Brighton and Hove City Council's Welfare Rights Team were able to talk through with carers around the issues of benefits. Also present was the NHS public engagement team, seeking the views of carers around planned care appointments.

Carers could have tea and cake and meet with staff and chat with each other for some of the missed informal peer support that we had only been able to offer online during the previous eighteen months. At the end of the sessions we gave all carers a free goody bag with useful information and two free tickets to Paradise park, kindly donated to us by Tate's Garden Centre, along with the New Encyclopedia of Brighton and Hove, another kind donation from the libraries team. We were also lucky to have a cake donated from Flour pot bakery.

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED (LIMITED BY GUARANTEE) TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2022

(VI) Carers Engagement

Carers are identified who are willing to be consulted as experts as and when required. We have 38 registered Carer Experts, 10 of whom were recruited during the period via outreach work and individual contacts by the Engagement Worker.

- Approx. 3,500 carers engaged with, plus 428 potential carers or employers via our Linked In page.

Positive impacts of our engagement work included –

- Our ongoing repository of feedback from our service users. These are coded according to a traffic light system with Green being only positive, Amber meaning an issue has been flagged that needs examination and Red being an urgent change/improvement to service is required. Amber and red items are flagged up for action by the relevant team and some examples of actions taken are: Request for ongoing support for bereaved carers where the carer is not bereaved but feels this way due to the cared-for being in a care home which is in lockdown. This also led to a discussion around support for bereaved carers in general and the realisation that support that lasts for one year ends on the anniversary of the bereavement, therefore this was changed to 13 months
- Feedback was also received about the new BHCC web portal for Learning Disability carers. This was able to be passed directly to the planning team as we attend the steering group
- A very recent service change we are currently looking at is making our digital edition of Carers News more accessible to people with visual impairments who use screen readers. It has been highlighted that screen readers cannot read all the text in a pdf format and we have not captioned our images. We are considering alternative software to publish our magazine and possibly also an audio version
- Following engagement work in 20/21, we have been working to have a Carer Awareness Training offer for anyone wishing to become a Carer Champion. 4 options aimed at general support staff, primary care staff, education staff and employers are under development and will be available in person or via our website

As of 31st March 2022, we had 2,384 followers on Twitter (plus a further 1,577 followers of our Young Carers Project account) and 1,342 followers and 1,054 likes on Facebook. We also have increased our Linked In followers from 300 to 428.

(VII) Volunteers

The Carers Centre has a committed team of volunteers. 63 volunteers supported our work during the period including the 9 voluntary members of the Board of Trustees. Our office volunteer works with us regularly to undertake office administrative tasks: updating and maintaining our information library, co-ordinating carer events, producing factsheets and updating our website. Our office volunteer received 6 supervision sessions during the year. We had 1 social work student on a 70-day placement with the Young Carers Project and 2 volunteers supporting the development of our social media.

Reablement Project: We had 22 Reablement volunteers during the period. During this period our team of volunteers have been fantastic, continuing to adapt their roles to support carers in these unusual and difficult times, offering support via zoom and face-to-face. In the past six months we have successfully recruited 4 new volunteers with a mixture of skills to add to the project. We continue to advertise on local volunteer websites and are targeting possible volunteers with particular skills, such as advertising in sewing shops for volunteers to help teach carers how to use a sewing machine. In this period, we held 2 new volunteer Induction Training sessions, the first was a daytime meeting and was attended by 4 new volunteers, the second being an evening session for those who could not make it in the daytime with 2 volunteers in attendance. We continue to hold monthly supervision for volunteers, usually over video conferencing software, but in September we held an in-person supervision outside at a café in Hove Park. In the future we will continue to offer a mix of virtual and in-person support sessions for our volunteers.

We have 38 Carer Experts who share their experiences and contribute to the aforementioned Carer Engagement work. Through the process, carers gain peer support and knowledge to sustain their caring role. It is also an empowerment mechanism to build carers' confidence and knowledge to challenge and influence policy and decision makers.

(VIII) Representation

In 2021-22, The Carers Centre represented carers at the following partnerships and working groups, with Carer Experts also involved in some of these meetings:

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED (LIMITED BY GUARANTEE) TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2022

- Carers Strategy Working Group
- COVID-19 Vulnerable People's Local Authority Cell
- COVID-19 Communications and Engagement Group
- Young Carers Strategy Group
- Carers Hub Operational Group
- Learning Disabilities Partnership Board
- Brighton Chamber of Commerce
- Local Authority Anti-Bullying Steering Group
- Triangle of Care Advisory Group – Sussex Partnership Foundation Trust
- Back on Track Project Steering Group – support for children of alcohol-dependent parents
- Community Works Voluntary Sector Reps Group
- NHS Mental Health Trust Service User and Carer Engagement Group
- NHS Carer Engagement Forum
- Our CEO is also Community Works Carers Rep and represents the voluntary sector on the Brighton & Hove Health and Wellbeing Board

FINANCIAL REVIEW

Results

There was a surplus for the year of £69,110 (2021: £34,638). This has been transferred to the accumulated fund, leaving a balance of funds carried forward of £1,004,215 at 1 April 2022 (2021: £935,105) of which £112,215 (2021: £115,442) has to be used on restricted projects. Unrestricted free reserves now stand at £584,910 (2021: £496,063).

Reserves Policy

The Trustees wish to maintain a level of reserves that would ensure the stability of the organisation in the medium term, whilst maximising the use of the charity's resources towards its charitable objects. In addition to the review of the organisation's financial management policy, the Trustees agreed a prudent reserves and legacy policy at the Trustee Board meeting on 24th June 2021. The Trustees have decided that a level of working reserves should be maintained to cover at least 9 months' running costs (this currently equates to £452,740), which are not committed or invested in tangible fixed assets.

Unrestricted free reserves now stand at £584,910 (2021: £496,063) which is in line with the organisation's Reserves Policy outlined above. The Board of Trustees see it is prudent to maintain the current level of reserves alongside the designated funds outlined below to ensure the cash flow of the organisation is funded and that the work of the Carers Centre continues into the future. Securing alternative funding and creating sustainability takes time and resources and it is important that these reserve levels are maintained, particularly in an ever-changing climate.

Designated funds are set aside for the following:

- IT funds £8,465 (over 3 years from April 2021) set aside to meet future IT investment/commitments
- Building funds £28,625 (over 3 years from April 2021) to support the maintenance and repair of the leased building
- Young Carers Services £105,000 (over 3 year from April 2021). The board has designated these funds due to this area of work being in deficit during the last year. This was principally due to the conclusion of a significant grant in March 2019 and we feel that these services are important to maintain
- Closure Contingency Fund £165,000. In the event that closure contingency is needed, this would fund 2 months operating costs, any redundancy payments due to employees, terminating service contracts such as office rent and equipment, accountancy, audit and other professional costs

Should unforeseen reductions in funding occur, our reserves will enable us to respond accordingly and maintain the organisation's offer of vital support and services to carers.

Investment Policy

The Trustees have considered the most appropriate policy for investing funds and are continuing to monitor the placement of funds.

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED (LIMITED BY GUARANTEE) TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2022

Principal Funding Sources

91% of income in 2021-22 (90% in 2020-21) came from statutory sources (Brighton & Hove City Council and the NHS Brighton & Hove Clinical Commissioning Group). 9% came from charitable trusts and organisations, including Carers Trust, National Lottery, Waitrose Community Grants, Alex Roberts-Miller Foundation etc. It is a long-term intention to reduce our reliance on statutory funders. Through the formation of a fundraising sub-committee, we have now completed a new, 5-year fundraising strategy which will help us move towards our aim of raising a greater proportion of our funds from charitable sources, and we work hard to maintain a close collaborative relationship with all our funders. The Carers Centre's contract as lead provider of the Carers Hub service has been extended until September 2022 with the possibility of a further extension thereafter. Both Alzheimer's Society and Crossroads Care Brighton & Hove are sub-contractors of the Carers Hub contract providing specific support and services to carers.

Fundraising performance

Fundraising priorities are set and an annual plan agreed by the Board of Trustees. In 2021-22 16 bids were submitted, for funding ranging from small amounts for one-off events to large ongoing projects, and 13 of these were successful. Due to the current financial climate, fundraising remains an ongoing challenge but The Carers Centre has a good record of securing charitable grants. We are actively reviewing our fundraising strategy and aim to increase our focus on charitable trust, community and corporate fundraising in the future.

Brokerage Grants

The team often applies for financial support for individual carers from charitable trusts. During the financial year we received £7,370 from the following:

- Carers Trust - £6,840
- Brighton Lions Club - £271
- Brighton District Nursing Association Trust - £259

The grants have been used for a variety of purposes according to the specific needs of the carers concerned. Examples include funding for a new domestic appliance, alternative therapies, respite opportunities and bus passes for Young Carers experiencing financial hardship.

Investment performance

We have no investments other than our deposit accounts with CAF Bank, Charity Bank, Shawbrook Bank and Virgin Money which pay standard interest rates on accessible funds (£2,385 in 2021-22, £3,914 in 2020-21).

PLANS FOR THE FUTURE

The Carers Centre's new five-year strategic business plan and fundraising strategy were launched at our AGM in July 2021, following extensive consultation with carers, staff, trustees, funders and other stakeholders, and these two key documents feature action plans which will be reviewed every year by staff and trustees. A key early action from these plans was to create and recruit to a Fundraiser post (recruitment is in progress at the time of writing (May 2022)). This will help us mobilise community, grass-roots supporters and diversify revenue streams. Regular consultation events with carers are held and feedback gathered from all events and activities in order to inform our future plans. We also actively participate in national and local consultation and research into the role of unpaid carers in society.

ON BEHALF OF THE BOARD:



Mr. Thomas Lambert – Company Secretary

Date: 20 July 2022

**THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
STATEMENT OF TRUSTEES' RESPONSIBILITIES**

FOR THE YEAR ENDED 31 MARCH 2022

The trustees, who are also the directors of The Carers Centre for Brighton & Hove Limited for the purpose of company law, are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 'The Financial Reporting Standard Applicable in the UK and Republic of Ireland'

Company law requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity 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 charity and enable them to ensure that the accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED (LIMITED BY GUARANTEE) INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 March 2022 which are set out on pages 13 to 24.

Responsibilities and basis of report

As the charity 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 charitable 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 charitable company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I 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 charitable 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 applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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.



Mr Mark Cummins FCCA

 accounts • tax • legal • financial planning

The Courtyard
Shoreham Road
Upper Beeding
Steyning
West Sussex
BN44 3TN

Dated: 11 August 2022

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)

FOR THE YEAR ENDED 31 MARCH 2022

		Unrestricted funds £	Restricted funds £	Designated funds £	Total 2022 £	Total 2021 £
Income from:						
Donations, grants and gifts	3	3,681	26,483	-	30,164	30,881
Charitable activities	4	639,806	408	-	640,214	586,497
Investment income - Interest received		2,385	-	-	2,385	3,914
Total income		645,872	26,891	-	672,763	621,292
Expenditure on:	5					
Charitable activities						
Activities undertaken directly		481,257	29,157	37,847	548,261	530,833
Other costs		50,967	207	4,218	55,392	55,821
Total expenditure		532,224	29,364	42,065	603,653	586,654
Net income/(expenditure)		113,648	(2,473)	(42,065)	69,110	34,638
Transfer between funds	16, 17	(24,801)	(754)	25,555	-	-
Net movement in funds		88,847	(3,227)	(16,510)	69,110	34,638
Fund balances at 1 April 2021		496,063	115,442	323,600	935,105	900,467
Fund balances at 31 March 2022		584,910	112,215	307,090	1,004,215	935,105

All activities are classed as continuing. There are no recognised gains or losses other than those reported on the Statement of Financial Activities.

The notes of pages 16 to 24 form a part of these accounts.

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
BALANCE SHEET

AS AT 31 MARCH 2022

	Notes	£	2022	£	£	2021	£
Fixed assets	11			4,207		6,789	
Current assets							
Debtors	12		17,923		33,038		
Cash at bank and in hand			1,010,947		919,227		
			1,028,870		952,265		
Creditors: amounts falling due within one year	13		(28,862)		(23,949)		
Net current assets				1,000,008		928,316	
Total assets less current liabilities				1,004,215		935,105	
Income funds							
Restricted funds	16		112,215			115,442	
Unrestricted funds	17		584,910			496,063	
Designated funds	17		307,090			323,600	
				1,004,215		935,105	

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

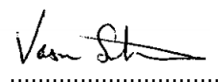
For the financial year in question the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

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

The accounts were approved by the Board on 23 June 2022



Mr V Selvaratnam

Trustee

Company Registration No. 02758481

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
CASH FLOW STATEMENT

FOR THE YEAR ENDED 31 MARCH 2022

	£	2022 £	£	2021 £
Net cash used in operating activities				
Net income/(expenditure)	69,110		34,638	
Depreciation	3,796		3,395	
Increase/(decrease) in creditors	4,912		(371)	
(Increase)/decrease in debtors	<u>15,116</u>		<u>(12,605)</u>	
		92,934		25,057
Cash flows from investing activities				
Purchase of tangible fixed assets	<u>(1,214)</u>		<u>(10,184)</u>	
		(1,214)		(10,184)
Increase in cash		91,720		14,873
Cash and cash equivalents at the beginning of the year		919,227		904,354
Cash and cash equivalents at the end of the year		1,010,947		919,227

Analysis of net cash:

	1 April 2021 £	Cash flow £	31 March 2022 £
Cash at bank and in hand	<u>919,227</u>	<u>91,720</u>	<u>1,010,947</u>

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED (LIMITED BY GUARANTEE) NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2022

1 Statutory information

The Carers Centre for Brighton & Hove Limited is a charitable company, limited by guaranteed, registered in England and Wales. The charitable company's registered number and registered office address can be found on the Legal and Administrative Information page.

2 Accounting policies

2.1 Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015) – Charities SORP (FRS102) and the Companies Act 2006.

The Carers Centre for Brighton & Hove Limited meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

There are no material uncertainties about The Carers Centre for Brighton & Hove Limited's ability as a going concern. This conclusion takes into account any known financial effect of Covid-19.

2.2 Income

All income is recognised in the Statement of Financial Activities once the charity has gained entitlement to the income and the amounts can be quantified with sufficient reliability. The following specific policies are applied to particular categories of income:

Donations, grants and gifts are included in full in the Statement of Financial Activities once receivable.

Contract income is recognised as the charity becomes entitled to the contract income (i.e. over the term of the contract).

Investment income is recognised in the financial statements when receivable.

2.3 Expenditure

Expenditure is recognised on an accruals basis when a liability is incurred. Expenditure includes any VAT which cannot be fully recovered and is included within the item of expenditure to which it relates.

Charitable expenditure comprises those costs incurred by the charity in pursuit of its charitable objectives. It includes both direct costs and support costs relating to such activities. Support costs, including salaries, are apportioned on the basis of the time involved on the activity.

Governance costs include those costs associated with meeting the statutory requirements of the charity and include its audit fees and costs linked to strategic management of the charity. These costs are included in support costs under the Charities SORP (FRS 102).

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

Accounting policies (continued)

2.4 Fixed assets

Fixed assets are recognised at historic cost less accumulated depreciation. Depreciation rates are as follows:

Fixtures and fittings	33% on cost
Computer equipment	33% on cost

2.5 Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered.

Prepayments are valued at the amount prepaid net of any trade discounts due.

2.6 Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments. The Trustees seek to use short and medium term deposits where possible to maximise the return on monies held at the bank and to manage cash flow.

2.7 Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

2.8 Leasing and hire purchase commitments

Rentals payable under operating leases are charged against income on a straight line basis over the period of the lease.

2.9 Pensions

Retirement benefits to employees of the entity are provided by a defined contribution scheme. The assets of the scheme are held separately from those of the entity.

The contributions made in relation to the defined contribution scheme are charged in the accounts as they become payable in accordance with the rules of the scheme.

2.10 Fund accounting

Restricted funds are subject to specific conditions by funders as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the accounts.

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds are available for use at the discretion of the trustees for the specific purposes as set out by the trustees.

2.11 Taxation

The company is a registered charity (number: 1015728). All of the charity's income falls within the exemptions set out in part 11 of the Corporation Tax Act 2010.

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

3 Donations, grants and gifts

	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
Donations	3,681	1,580	5,261	2,672
Grants	-	24,903	24,903	28,209
	<u>3,681</u>	<u>26,483</u>	<u>30,164</u>	<u>30,881</u>

4 Income from charitable activities

	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
Contract income	639,806	408	640,214	586,497

5 Total expenditure

	Staff costs £	Other costs £	Total 2022 £	Total 2021 £
Charitable activities				
Activities undertaken directly	307,621	240,640	548,261	530,833
Other costs (note 6)	<u>43,925</u>	<u>11,467</u>	<u>55,392</u>	<u>55,821</u>
Total	<u>351,546</u>	<u>252,107</u>	<u>603,653</u>	<u>586,654</u>

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

6 Other costs

	Total	Total
	2022	2021
	£	£
Staff costs	43,925	43,673
Governance costs (Note 7)	11,467	12,148
	55,392	55,821

7 Governance costs

	Total	Total
	2022	2021
	£	£
Independent examiners' fee	3,960	3,840
Accountancy	7,494	8,295
Companies House filing fees	13	13
	11,467	12,148

8 Trustees

During the year, and in the previous year, no trustees were reimbursed for expenses.

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

9 Statement of financial activities comparative funds – year ended 31 March 2021

	Unrestricted funds £	Restricted funds £	Designated funds £	Total 2021 £	Total 2020 £
Income from:					
Donations, grants and gifts	1,672	29,209	-	30,881	39,646
Charitable activities	586,497	-	-	586,497	577,119
Investment income - Interest received	3,914	-	-	3,914	3,315
Total income	592,083	29,209	-	621,292	620,080
Expenditure on:					
Charitable activities					
Activities undertaken directly	448,724	36,684	45,425	530,833	522,278
Other costs	47,519	1,680	6,622	55,821	54,997
Total expenditure	496,243	38,364	52,047	586,654	577,275
Net income/(expenditure)	95,840	(9,155)	(52,047)	34,638	42,805
Transfer between funds	(33,965)	421	33,544	-	-
Net movement in funds	61,875	(8,734)	(18,503)	34,638	42,805
Fund balances at 1 April 2020	434,188	124,176	342,103	900,467	857,662
Fund balances at 31 March 2021	496,063	115,442	323,600	935,105	900,467

10 Employees

Number of employees

The average number of employees during the year was 19 (2021: 19).

Employment costs	2022 £	2021 £
Wages and salaries	323,352	328,643
Social security costs	20,610	19,500
Other pension costs	7,584	6,400
	351,546	354,543

Total employee benefits for key management personnel of the charity in the year amounted to £43,925 (2021: £43,673).

There were no employees with emoluments above £60,000 during the year (2021: none).

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

11	Fixed Assets	Fixtures and Fittings	Computer Equipment	Total
	Cost			
	At 1 April 2021	5,119	58,042	63,161
	Additions in the year	-	1,214	1,214
	At 31 March 2022	<u>5,119</u>	<u>59,256</u>	<u>64,375</u>
	Depreciation			
	At 1 April 2021	5,119	51,253	56,372
	Depreciation charge in the year	-	3,796	3,796
	At 31 March 2022	<u>5,119</u>	<u>55,049</u>	<u>60,168</u>
	Net Book Value			
	At 31 March 2022	<u>-</u>	<u>4,207</u>	<u>4,207</u>
	At 31 March 2021	<u>-</u>	<u>6,789</u>	<u>6,789</u>
12	Debtors		2022	2021
			£	£
	Trade debtors		5,906	22,830
	Other debtors		5,125	5,125
	Prepayments and accrued income		6,892	5,083
			<u>17,923</u>	<u>33,038</u>
13	Creditors: amounts falling due within one year		2022	2021
			£	£
	Trade creditors		7,007	5,766
	Taxes and social security costs		5,741	4,818
	Accruals and deferred income		16,114	13,365
			<u>28,862</u>	<u>23,949</u>

FOR THE YEAR ENDED 31 MARCH 2022

At the balance sheet date £Nil (2021: £Nil) was owed in respect of contributions to schemes.

15 Share capital & control

16 Restricted funds

	Movement in funds			
Balance at 1 April 2021	Incoming resources	Resources expended	Transfers	Balance at 31 March 2022
£	£	£		£
-	21,891	(18,107)	-	3,784
21,231	-	-	-	21,231
93,457	5,000	(11,257)	-	87,200
754	-	-	(754)	-
115,442	26,891	(29,364)	(754)	112,215

Caravan – This fund was created to provide resources for the Caravan event which was originally planned to be held in the year ending 31 March 2019. As the event has been indefinitely cancelled, trustees have resolved to unrestrict the funds.

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

17 Other funds

	Movement in funds				
	Balance at 1	Incoming	Resources	Transfers	Balance at
	April 2021	resources	expended		31 March
	£	£	£	£	2022
					£
Unrestricted funds	496,063	645,872	(532,224)	(24,801)	584,910
Designated fund – Infrastructure	15,000	-	(6,535)	-	8,465
Designated fund - Repairs	30,570	-	(1,945)	-	28,625
Designated fund – Young Carers Services	105,000	-	(33,585)	33,585	105,000
Designated fund – Carer Engagement Work	8,030	-	-	(8,030)	-
Designated fund – Closure contingency	165,000	-	-	-	165,000
	<u>819,663</u>	<u>645,872</u>	<u>(574,372)</u>	<u>754</u>	<u>892,000</u>

The designated funds for infrastructure and repairs were established enable the charity to fund such expenditure in the future.

The designated funds for Young carer's services and closure contingency were all established during the prior year.

18 Analysis of net assets between funds

	Unrestricted funds	Designated funds	Restricted funds	Total
	£	£	£	2022
				£
Fund balances at 31 March 2022 are represented by:				
Fixed Assets	-	4,207	-	4,207
Current assets	613,772	302,883	112,215	1,028,870
Creditors: amounts falling due within one year	(28,862)	-	-	(28,862)
	<u>584,910</u>	<u>307,090</u>	<u>112,215</u>	<u>1,004,215</u>

	Unrestricted funds	Designated funds	Restricted funds	Total
	£	£	£	2021
				£
Fund balances at 31 March 2021 are represented by:				
Fixed Assets	-	6,789	-	6,789
Current assets	520,012	316,811	115,442	952,265
Creditors: amounts falling due within one year	(23,949)	-	-	(23,949)
	<u>496,063</u>	<u>323,600</u>	<u>115,442</u>	<u>935,105</u>

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

19 Commitments under operating leases

At 31 March 2022 the company had total commitments under non-cancellable operating leases as follows:

	Land and buildings	
	2022	2021
	£	£
Expiry date:		
Within one year	21,500	10,250
1-5 years	76,146	-
	<u>97,646</u>	<u>10,250</u>
	Other	
	2022	2021
	£	£
Expiry date:		
Within one year	2,146	3,072
1-5 years	5,364	768
	<u>7,510</u>	<u>3,840</u>

Included within the Statement of Financial Activities are operating lease payments of £23,106 (2021: £23,898).

Document Activity Report

Document Sent

Wed, 14 Sep 2022 15:04:44 GMT

Document Activity History

Document history shows most recent activity first

Date

Activity

You can verify that this is a genuine Portal document by uploading it to the following secure web page:

<http://tcgroup.accountantspace.co.uk/messages/VerifyDocument>

THE CARERS CENTRE FOR BRIGHTON AND HOVE LIMITED

England & Wales - Charity number 1015728

Accounts

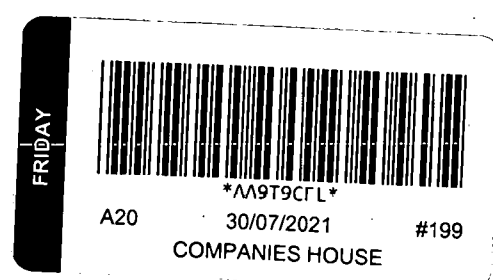
Charity Registration No. 1015728

Company Registration No. 02758481 (England and Wales)

**THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)**

TRUSTEES' REPORT AND ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2021



THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

Mr Vas Selvaratnam (Chairperson)
Mr Gregory Borkiewicz
Ms Tora Colwill
Ms Brigid Day (appointed 16 July 2020)
Ms Amy Dickinson
Mr Jamie Elliott (Treasurer)
Mr Jeremy Laver
Dr Feylyn Lewis
Mr James Pike
Ms Heather Smith (resigned 24 November 2020)

Patrons

Mr Peter Field, Lord Lieutenant of East Sussex
Mrs Caroline Lucas MP (Pavilion, Brighton)
Prof Saul Becker, Provost at University of Sussex

Chief Executive Officer & Secretary

Mr T Lambert

Charity number

1015728

Company number

02758481

Principal Address and Registered office

18 Bedford Place
Brighton
East Sussex
BN1 2PT

Independent Examiners

TC Group
The Courtyard
Shoreham Road
Upper Beeding
Steyning
West Sussex
BN44 3TN

Bankers

Charities Aid Foundation Bank Ltd
Kings Hill
West Malling
Kent
ME19 4TA

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
CONTENTS PAGE

	Page
Trustees' report	1-11
Statement of trustees' responsibilities	12
Independent examiner's report	13
Statement of financial activities	14
Balance sheet	15
Cash flow statement	16
Notes to the accounts	17-25

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED (LIMITED BY GUARANTEE) TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2021

The Trustees are pleased to present their report together with the financial statements of the charity for the year ended 31 March 2021.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. Under those Articles, the Trustees are elected at each Annual General Meeting by the Members of the organisation.

The Members have guaranteed to contribute a maximum of £1 each in the event of the company being wound up. The number of Members at 31 March 2021 was 38 (2019-20: 33).

The charity is run by a Board of Trustees, who delegates the day to day operation to the Chief Executive Officer and staff. The Board of Trustees meets six times per year to receive operational reports and review and agree policy and procedures, and on one or more occasions for the purposes of strategic planning.

Recruitment and appointment of new trustees

Trustees are recruited by general advertisement in local media, volunteer centre and the organisation's regular newsletter. Interested parties complete a full application form and references are taken up, before being invited to meet the trustees formally.

Induction and training of new trustees

There is a full induction and training programme in place for new trustees.

Risk Review

The Trustees have conducted their own review of the major risks to which the charity is exposed and systems have been established to mitigate those risks. The Financial Management Policy, Risk Management Policy and Reserves Policy were reviewed and updated at the Trustee Board meeting on 24th June 2021. The Carers Centre board approved a new five-year Strategic Plan on 24th June 2021 which will be reviewed annually. The board also developed a new fundraising strategy which was approved on 22nd April 2021 and has a risk management plan. Internal risks are minimised by the implementation of procedures for authorisation of all transactions and projects and to ensure consistent quality of delivery for all operational aspects of the charitable company. These procedures are periodically reviewed to ensure that they still meet the needs of the charity.

AIMS & OBJECTIVES OF THE ORGANISATION

OUR VISION

An improved quality of life for carers in Brighton & Hove

OUR MISSION

To make a positive difference to the lives of carers by encouraging a wider recognition of their caring role; enabling them to fulfil their own needs as individuals and offering them appropriate and suitable support

CARERS: A DEFINITION

- Carers provide physical and/or emotional support to family members, partners or friends in need because they have a long-term illness, disability, mental health condition or substance-dependence. The care they provide is unpaid.
- Young carers are children and young people aged 17 or under who provide, or intend to provide, care, assistance or support to another family member. They carry out, often on a regular basis, significant or substantial caring tasks and assume a level of responsibility, which would usually be associated with an adult.

OUR AIMS AND VALUES

Putting carers first

Our services will focus on supporting carers; seeing things from their point of view. Many carers need better services for the person they care for. We will therefore take a holistic approach to all our work, considering the needs of carers, and those they care for.

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED (LIMITED BY GUARANTEE) TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2021

Empowerment

In all our work we will aim to empower individual carers to take control of their lives, play a full part in the local community and to move on from their role when appropriate. We believe that carers themselves are a powerful force for change, and we aim to give carers a real voice in designing and influencing services.

Involvement

We are committed to providing services which respond to carers' needs and enable carers and former carers to take an active part in our work. We also offer carers safe spaces to provide invaluable peer support for each other.

Equality

We recognise that many groups and communities experience discrimination and firmly assert that this is wrong. We aim to ensure that all our services are accessible, flexible, adaptable and appropriate to all carers in Brighton & Hove.

Service delivery

We will work in partnership with statutory and voluntary agencies, whilst retaining our independence. In doing so, we will use our resources effectively to provide a responsive and high-quality service to carers. Where we have identified needs that are not best met by our organisation, we will work proactively with other organisations to ensure that appropriate and timely services are provided.

Challenging and supportive

We aim to provide a challenging workplace for staff and volunteers, with an open and consultative management style, and to provide the support that staff and volunteers need to do their jobs.

STRATEGIC OUTCOMES

As a result of contact with The Carers Centre for Brighton and Hove:

- carers are more informed, supported and resilient through accessing services appropriate to their needs.
- carers' needs are identified and prioritised with carer participation at both individual and service-wide levels
- carers and former carers feel empowered to contribute to policy, research and the development of services both locally and nationally
- stakeholders, decision-makers and the general public have an increased understanding of carers' experiences and recognition of what being an unpaid carer means
- staff and volunteers are valued, supported and part of a sustainable, respected organisation with a positive, inclusive culture

OUR SERVICES

In 2020-21, the Carers Centre employed a total of 18 staff members (5 full-time and 13 part-time), 7 sessional workers and 78 volunteers (73 during 2019-20). The Chief Executive Officer is accountable to the Board of Trustees (10 trustees in 2020-21) and is line-managed by the Chairperson of the Board.

The Carers Centre provides a wide range of services, which are available to any unpaid carers in Brighton and Hove. By the end of the financial year 2020-21, the Carers Centre was 3½ years into delivery of the Carers Hub model which provides a 'front door' access point to all carers' support services in the city. Within the 3-tier system, the Carers Centre holds a dedicated phone line – 01273 977 000 between 9am and 5pm Monday to Friday; and a website – www.carershub.co.uk with online resources and links related to young and adult carers. The Hub is an effective and efficient single-entry point for carers to get information, advice, support and services through agreeing a series of pathways with the Adult Social Care Team, Children's Services, the Memory Assessment Service, Alzheimer's Society, Crossroads Care and other voluntary sector organisations.

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED (LIMITED BY GUARANTEE) TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2021

(I) Impact of Covid-19 Pandemic

As with all charities, The Carers Centre was significantly impacted by the COVID-19 global pandemic throughout the financial year 2020-21. During the period, most of our staff and volunteers transitioned to remote working which was challenging but achieved through positive teamwork and support from our IT partners.

Our major funders recognised the crucial role we would play as a key strategic partner in supporting the unpaid family/friend carers of Brighton & Hove, during the pandemic. As such, the majority of our funding has not been adversely affected to date (although some smaller projects were paused until in-person contact with service users became viable once more).

In terms of risk management as statutory funders begin to take stock of the emergency spending they needed to make during the pandemic, we took the time to complete our work on the new Fundraising Strategy (listed below under 'Resources Development') which will see us work towards funding diversification.

Regarding our service response, we identified around 1,200 at-risk households that were registered with us and undertook assertive outreach telephone interventions with them. We worked with the local authority and other voluntary sector agencies to support carers with risk assessments, the organisation of food and personal protective equipment (PPE) deliveries and safeguarding referrals where necessary.

Our work with the Brighton Food Partnership ran between April and August 2020 and resulted in over 200 food parcels being delivered to vulnerable carers. Our work with the local authority resulted in over 90 carers receiving PPE packs. This offer was particularly targeted at carers who do not live with the cared-for person and had to visit them during the pandemic to carry out personal care tasks.

Towards the end of the period, we worked with the Sussex Health Partnership and carers support organisations in East and West Sussex to support the COVID-19 vaccination rollout for carers. Operating an opt-in system, we shared consenting carers' details with the National Booking System and later the Clinical Commissioning Group to identify those who were eligible for a vaccine. This resulted in over 1000 carers being identified sooner than they would have been via their age group alone.

Digital support was a further element of additional service offered during the pandemic. We sourced and secured grants enabling more than 40 digitally-isolated carers to get an IT device. We also provided training for several carers to use video conferencing software largely thanks to our Reablement Project volunteers. We have tried to prioritise digitally-isolated carers when lockdown restrictions have allowed us to meet in-person on a 1:1 basis or in small groups but many of our group activities have been carried out online. This has been of benefit to many carers such as those who live on the edge of the city for whom travelling to city centre locations can be challenging. That said, we are of course mindful of such provisions feeling less personal and difficult to participate in with other household members around. It is therefore our plan to develop a hybrid of in-person and online support for carers in the future.

(II) Our Services for Adult Carers

Our services for adult carers include the provision of emotional support, information, guidance and peer-support activities to a wide range of carers, including carers of people with mental health conditions, learning disabilities, physical or sensory disabilities and life-limiting illnesses.

Between April 2020 and March 2021, 1788 adult carers received information, support and services from the core Adult Carers Team (1419 in 2019-20). 741 of these were newly referred carers, with 499 of those presenting with a variety of support requirements necessitating a carers contact assessment. These assessments established their eligible needs and formed an intervention plan resulting in onward referrals to both internal and external support projects. In addition, over 1800 anonymous clients (1400 in 2019-20) were advised on specific matters which either did not require registration or where the client chose not to register.

The Carers Hub service delivery model has strengthened our approach to offer carers advice, information and the aforementioned carers contact assessments over the phone and/or email. During this financial year, Carers Hub has made over 21,000 contacts in person and by correspondence providing support, information and advice (16,172 in 2019-20).

Carers Peer Support

The Carers Centre peer support offer had to shift to a weekly, online provision during this period due to restrictions related to the COVID-19 pandemic. Previously, several monthly groups were held in the following localities: Hangleton

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED (LIMITED BY GUARANTEE) TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2021

& Knoll, Queens Park, Saltdean, London Road and Portslade. Carers receive support to remain emotionally resilient and physically well, both through directed information, and through the impact of shared experience with other carers away from their caring role. During the period, 40 group sessions were organised with 262 carer attendances (548 in 2019-20).

The other two peer support groups not covered under the headings below are:

- 1) our regular group for **carers of those with learning disabilities or autistic spectrum disorders**. During the period, 8 group sessions were organised with 27 carer attendances.
- 2) To complement our employer advice service, we were able to secure a small grant in early 2020 to develop a peer support group specifically for **working carers**. This provision also had to move online during the period but 16 different individuals attended 12 sessions across the year for a total of 41 attendances.

Carers Reablement Project

This project matches a skilled volunteer with a carer with a view to the carer learning a new skill or rediscovering an old hobby that had been lost due to their busy caring role.

Owing to the pandemic, during the first quarter many of our existing carer and volunteer matches had stopped meeting to learn a new skill, but they continued to keep in touch by phone or text. A couple of matches were able to continue; our Personal Trainer volunteer was able to continue giving lessons over video call and a volunteer life coach continued meetings over the phone.

As many sessions stopped for over 3 months initially and we have been in and out of lockdown, the number of volunteering hours are down from last year, but we still recorded 83 meetings between carers and volunteers that took place either over the phone, on video call or in person.

During the second quarter we launched our plan for the "Remote Reablement Project" and we matched carers and volunteers remotely, either over the phone or on Video call. During this time matches were mainly for IT support. In September, after our socially distanced 1:1 risk assessment had been approved, we also had our first in-person match with a carer and our personal trainer volunteer and we now have a few other carer and volunteer matches meeting in person.

Over the past year we have had 42 initial meetings. 40 of these were either over the phone on Video call, but 2 were face to face meetings. We had fewer initial meetings in the first quarter as our number of referrals was lower and we had more one-off support sessions to help with IT and getting carers onto Video call. The other factor we've found over the past year is that many carers would still prefer to meet in person (and some were able to do so when restrictions allowed over the summer) and have the IT support in their own home, or the skill they want to learn isn't possible on Video call/over the phone and don't want to meet in person. We have put these carers on a long-term waiting list and check in with them regularly offering service updates.

End of Life Project

The End of Life support project continues to support carers of people with a range of life-limiting illnesses. The Project continues to provide 1:1 support (44 recipients during the period up from 18 in 2019-20). In March 2020, the group also met at the Plot 22 allotment project site for a peer support session. There are plans to resume our previous monthly outreach at the Macmillan Cancer Horizon Centre which has proved to be a useful way of providing face-to-face information and support to carers using the Centre on an ad hoc or appointment basis.

The Project also provides 6 months of support for bereaved carers with the addition of signposting to specialist bereavement services within the City.

Memory Assessment Service (MAS) Link Work

During the period, the Memory Assessment Service Carers Link Worker offered support, information, signposting and help with the assessment process for carers of those living with dementia.

In addition, the Worker offered support to carers who are caring for someone with a diagnosis of Mild Cognitive Impairment (MCI), ensuring that the caring role for someone with a mild memory problem was still acknowledged and carers assessments accessed.

We are excited to confirm that the post has been expanded from 1 day per week to 2 days per week for the forthcoming financial year. This will enable us to advocate for more carer inclusion within the memory assessment service and strengthen links with relevant voluntary sector agencies.

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED (LIMITED BY GUARANTEE) TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2021

During the period, 511 carers of those living with dementia or MCI were in receipt of support from The Carers Centre.

Changes Ahead

Changes Ahead had its first full year as part of The Carers Centre. A grassroots organisation set up by carers for carers of those living with a mental health condition, Changes Ahead officially became a Carers Centre project on 1st December 2019. With a strong history of providing 1:1 and peer support for this group of carers, the successful integration of the changes Ahead offer has built upon our ability to provide specialist services.

187 carers accessed support from the service during the year which is understandable given the challenges which the pandemic has brought to those living with mental health conditions and their families. Increasing resources for this provision is a significant target in our newly-developed Fundraising Strategy.

Carer Inclusion Project

Thanks to a generous legacy donation awarded to the organisation during 2018-19, the board resolved to establish a new Inclusion Project for carers with protected characteristics. The donor was a carer from the LGBTQ+ community and having successfully recruited a worker to the new role of Carers Inclusion and Development Worker, we are now able to offer additional outreach support to carers from underrepresented groups.

The project commenced in February 2020 and during the year:

- Identification and monitoring of registered carers became much more robust. For example, we now have 299 carers from ethnic minorities registered (183 in Feb 2020) and 71 carers who identify as LGBTQ+ (23 in Feb 2020) plus 5 new carers from Gypsy/Roma/Traveller communities registered with the service
- Internally, an Equalities Working Group now meets bi-annually to embed recommendations and good practice
- A monthly LGBTQ+ peer support group welcomed 12 individual carers to 16 sessions for a total of 58 attendances
- A translation feature was added to the carers hub website
- Our Mind the Gap engagement/research findings were published, giving us valuable insight into the barriers to accessing support for carers from underrepresented groups

Activities and events

Other activities provided include the following:

- Free legal surgeries (30 sessions up from 19 in 2019-20) were held during the year, each with a solicitor offering appointments to carers. Issues covered in the sessions included wills & trusts, housing, community care and Power of Attorney. From time to time the solicitors also give additional free time to run workshops and information sessions for the Centre.
- 7 carer awareness training sessions were delivered to health and social care professionals in the statutory and voluntary sectors.
- An additional 65 events and workshops were delivered during the period with 182 individual adult carers for a total of 336 attendances. Themes included: Legal Matters, Managing Anxiety, Seated Yoga, Book Club and Understanding Fibromyalgia.

(III) Our Services for Young Carers

The Young Carers Team aims to support children and young people who care for a member of their family who has a physical or mental health support need, substance misuse issue or sensory or learning disability. The Team supports children & young people whose social, emotional or educational development is negatively affected by their caring role.

The Team has two main aims: to reduce the actual caring role and / or to reduce the impact of the caring role. The first thing we do is try to improve the support provided to the family in order to reduce the reliance on children as carers. In particular we engage with Education, Children and Families Social Care, Adult Social Care, Health and Housing services. We also provide activities and run groups, to enable young carers to enjoy a break and develop

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED (LIMITED BY GUARANTEE) TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2021

their peer support network. Furthermore, the team provides one-to-one emotional support work to build the internal resilience of young carers when they face times of particular stress or transition.

During the period, the Young Carers Team received 133 new referrals (155 in 2019-20) for young carers aged 6-17, and offered information, advice and activities to a total number of 301 young carers (271 in 2019-20).

The Team supported young carers by offering:

- Casework and support to young carers and their families to improve the caring role and working in partnership with adult and Children & Families Services around the needs of the young carer and their families
- An incredible 129 online group activities for young carers including comic book design, ukulele lessons, hula-hooping and baking. This also includes the continuation of our exciting art projects organised in partnership with Create. Photography was the focus for our Create workshops this year. 301 different young carers accessed these activities (up from 188 last year), taking up a total of 920 places which averages to more than 3 activities per young carer
- Over 200 free activity packs issued to young carers at Christmas and Easter. This enabled young carers to join in with our online activities live or to feel part of things at any time by sharing their creations with the staff team.
- 50 young adult carers aged 18-25 received advice and guidance (25 in 2019-20). 4 young adult carers also attended a workshop on university life with student ambassadors from Brighton University's Widening Participation Team.

Schools work

In the academic year of September 2019 – August 2020 the Schools Worker worked with 18 schools, delivering training and running awareness sessions with pupils or teachers, attending schools conferences and cluster events. The Schools Worker's role includes identifying young carers through partnerships with schools in the city; building knowledge and awareness of young carers issues and needs, and of the support available from the Young Carers Project (YCP); clarifying and supporting expectations around in-school support systems for young carers, including the use of policies and protocols; championing young carers in education settings in the city, and directly delivering PSHE (Personal, Social & Health Education) sessions to schools focused on the role of caring.

- 240 pupils attended a total of 7 PSHE sessions focused on young carers
- 480 pupils attended 3 school assemblies delivered by the YCP
- 6 training sessions delivered to 120 teachers and school support staff to improve the identification of young carers
- 35 new YCP referrals generated

Due to the unusual circumstances of the Covid-19 pandemic in 2020, workplace restrictions made remote working necessary from the end of March 2020 until July. Engagement with schools & colleges continued during this time as more than ever before young carers were, and still are, in need of support.

At the start of lockdown all schools and colleges were contacted to brief them on their responsibility to pupils who had caring roles. Support and guidance to schools was provided throughout this period including:

- Sharing government guidance which named young carers as a vulnerable group of pupils who could remain at school. Continuing to share relevant guidance and advice with schools as circumstances changed.
- Sharing a young carer pupil list with each school and requesting schools to offer places to young carers if they wished to attend at this time. Keeping accurate records of which young carers chose to attend as this changed.
- Keeping schools accountable for supporting young carers who chose not to attend during lockdown including support with learning at home.
- Sharing advice to support pupils' emotional wellbeing e.g. encouraging schools to have a member of staff already known to the young carer to do regular check ins at home.
- Keeping records of the school level of support for young carers, and individual support offered to young carers, and sharing this with the Young Carers Team and the young carer's caseworker.
- Promoting the Young Carers Team's offer of support to young carers and their families so that schools could also encourage them to seek support from us.
- Providing advice and information for referrals from schools as pupils' caring roles increased due to the pandemic.

Awareness raising

For this year's Young Carers Action Day (formally known as awareness day) we ran a social media campaign, supported by our two Student Volunteers at Brighton University. We also held a family event in the evening for our

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED (LIMITED BY GUARANTEE) TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2021

young carers and their families. We had a meeting with Brighton University who are in the process of setting up a Young Adult Carers Awareness event at the University and are in the process of arranging awareness training for both University and Student Union Staff for early in the new financial year.

Throughout the period, young carers reps and our Young Carers Team Manager were active participants in the National Young Carers Voice group, as well as having representation at Brighton Youth Council. Our own Young Carers Action Group continues to meet, with the group making contributions to the organisation's new strategic plan and fundraising strategy.

(IV) Development Work Information

Carers News goes out four times a year to over 3,000 carers and professionals. This year we also included a special lockdown edition of the magazine to keep carers informed. The Centre continues to encourage carers to receive the electronic version of the newsletter in order to save printing and postage costs. The Carers Centre also produces a series of factsheets free to carers on a range of topics including respite, transport, community care, bereavement services and returning to employment. Each of the 10 factsheets is updated annually to provide as much up-to-date information to carers as possible. Carers can also get access to information and advice via Carers Hub phone line (9-5; Monday to Friday) and website – www.carershub.co.uk, which posts regular updates, news and activities relevant to the city's carers. Different social media methods, such as Facebook, Twitter and the Young Carers Project YouTube channel, have been used to stay in touch with and contact more carers in the City.

Primary Care Work

The role of Primary Care Carers Link Worker is a key part of our efforts to raise carer awareness amongst GP practices, pharmacists and other health sector professionals. We have helped to embed a carers hub referral form within the 2 main database systems used by GPs (carer prescriptions) and been a partner in the development of numerous GP surgery multi-disciplinary team meetings to advocate for carer awareness and support.

In addition, the Link Worker supported the vaccine rollout efforts via the COVID-19 Communications and Engagement Group facilitated by the local authority. Vaccination information relevant to carers was shared with GP practices. Furthermore, information packs have also been issued to 37 GP practices and the 21 healthy living pharmacies in the city.

Employment

The Carers Centre works with employers to support their workers who are also unpaid carers. Raising awareness and offering free online resources are the key focus at the initial stage. Further support is available to those seeking to embed good practice. 72 employers have engaged with the support programme during the period, several of whom attended the Carers Week employer training event. Links were also forged with Brighton Chamber, American Express (a large-scale employer in the city) and the local bus company to improve support options available to working carers.

(V) Campaigning

Carers Week June 2020

This year we offered a virtual Carers Festival, running activities on Zoom calls throughout the week. We ran a total of 14 activities: coffee and chat sessions, a book club, creative writing and some dance and exercise classes. We had support from Reablement volunteers and other organisations in the city as well as Carers Centre staff running individual sessions. 37 carer attendances were recorded at activities during the week.

A carers online gallery was created to which both young carers and adult carers submitted paintings, photographs, poems and recipes. A Thank You to Carers poster was available to download off the website to go in windows, and a copy of the poster was included in the online Carers News COVID edition. A postal version of Carers News was created for Carers Week to include carers who may not be on line.

Carers' Rights Day November 2020

This year we had to move to an online event due to the pandemic. Our focus was on promoting Carers UK's Digital Resource for Carers. We were able to provide a free code for carers to sign up to the website and our Working Carers Lead provided a guide on how to sign up and navigate the site. For those without access to the internet, a selection of the most popular resources from the site were offered to carers by post.

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED (LIMITED BY GUARANTEE) TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2021

(VI) Carers Engagement

Carers are identified who are willing to be consulted as experts as and when required. We have 40 registered Carer Experts, 16 of whom were recruited during the period via outreach work and individual contacts by the Engagement Worker.

- Approx. 3,500 carers engaged with, plus estimated 300+ potential carers or employers via our new Linked In page.
- Redesigned our internal feedback procedures so that carers' views are not only captured but actioned and reported on too.
- The "Mind the Gap" project involved intersectional work, engaging with members of the Black and ethnically diverse, Gypsy/Roma/Traveller and LGBTQ+ communities. This involved partnership work with Switchboard, TDC, Sussex Interpreting Services and Friends, Family and Travellers. The work was commissioned by NHS England and was designed to examine inequalities within healthcare services experienced by the communities indicated.
- In partnership with carers support organisations in East and West Sussex, we were commissioned by the Sussex Clinical Commissioning Groups to undertake a research project to gather the experiences of carers pan-Sussex in relation to health and care during the COVID-19 pandemic. In March 2020, the findings, along with six carer-informed recommendations, were presented at a webinar, which was attended by carers and key decision makers from the NHS, CCG, and local Commissioning Managers for each county. The plenary session that followed prompted a debate and it was encouraging to hear the Research Report described as a 'mandate for change' in improving the health inequalities carers face.

As of 31st March 2021, we had 2,356 followers on Twitter and 1,216 followers and 970 likes on Facebook. We also established a Linked In page during the period and went from 0 to 300 followers within 6 months.

(VII) Volunteers

The Carers Centre has a committed team of volunteers. 78 volunteers supported our work during the period including the 10 voluntary members of the Board of Trustees. Our office volunteer works with us regularly to undertake office administrative tasks: updating and maintaining our information library, co-ordinating carer events, producing factsheets and updating our website. Our office volunteer received 6 supervision sessions during the year. We had 1 social work student on a 70-day placement with the Young Carers Project and 2 volunteers supporting the development of our social media.

Reablement Project: We had 34 Reablement volunteers during the period. Over the past year, our team of volunteers have been fantastic at adapting to their roles and going from offering carers new skills in their homes and the local community to doing it over the phone and via video conferencing. Several volunteers started to meet carers in-person and we briefly had one volunteer support two carers with setting up new laptops in their garden, when restrictions allowed. All of our in-person meetings were put on hold over the winter months while we were in lockdown. Our volunteers have also been facilitating many of our groups via video conferencing tools.

This year we have seen a significant increase in volunteer applications and currently have 25 new volunteers who have registered their interest to volunteer with us and 15 of those at some stage in their recruitment process. These include IT tutors, Spanish speaking volunteers and Arts and Crafts volunteers.

We have 30 Carer Experts who share their experiences and contribute to the aforementioned Carer Engagement work. Through the process, carers gain peer support and knowledge to sustain their caring role. It is also an empowerment mechanism to build carers' confidence and knowledge to challenge and influence policy and decision makers.

(VIII) Representation

In 2020-21, The Carers Centre represented carers at the following partnerships and working groups, with Carer Experts also involved in some of these meetings:

- Carers Strategy Working Group
- COVID-19 Vulnerable People's Local Authority Cell
- COVID-19 Communications and Engagement Group
- Young Carers Strategy Group

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED (LIMITED BY GUARANTEE) TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2021

-
- Carers Hub Operational Group
 - Learning Disabilities Partnership Board
 - Brighton Chamber of Commerce
 - Local Authority Anti-Bullying Steering Group
 - Triangle of Care Advisory Group - Sussex Partnership Foundation Trust
 - Back on Track Project Steering Group – support for children of alcohol-dependent parents
 - Community Works Voluntary Sector Reps Group

ACHIEVEMENTS AND PERFORMANCE

Performance can be measured against the Strategic Business Plan 2016-21, as follows:

- **Resources development:** All objectives have been achieved. Our Fundraising Sub-Committee has completed the development of a new Fundraising Strategy which will be officially launched at our 2021 AGM
- **Staff and volunteer development:** All objectives have been achieved. The Carers Centre continues to be a "Living Wage" employer to support the campaign locally and nationally
- **Service development:** Changes Ahead (support for carers of those with mental health conditions) has now been established as a Carers Centre project for over a year. As has our Inclusion and Development Post.
- **Campaigning:** Carers have been empowered to contribute to engagement projects which will have direct influence on the approach of NHS decision-makers. Interaction with Caroline Lucas, MP (a patron of our charity) has seen issues facing carers raised at a parliamentary level
- **Information, publicity and media strategy:** All objectives have been achieved; our social media presence continues to grow and we introduced our Linked In page as a new communications channel. Our Carers Hub website now features an easy-to-use translation function. Our work has been featured several times during the year by media outlets such as BBC Sussex Radio and Latest TV
- **Equality Action plan:** All objectives have been achieved. A new post has been established (Inclusion and Development Worker), we now have an Equalities Working Group to monitor progress and our Mind the Gap research has enabled carers from underrepresented groups to outline their needs as we seek to improve engagement with all communities in the city
- **Monitoring and evaluation:** All objectives have been achieved. We have established a new feedback procedure so that carer and stakeholder views are captured centrally and responded to via the appropriate meeting/forum. 'You said, we did' articles are then shared directly with contributors and more widely through our communications channels

In all areas, including those where initial objectives have been achieved, work is continually monitored and regularly reviewed by staff and the Board of Trustees.

FINANCIAL REVIEW

Results

There was a surplus for the year of £34,638 (2020: £42,805). This has been transferred to the accumulated fund, leaving a balance of funds carried forward of £935,105 at 1 April 2021 (2020: £900,467) of which £115,442 (2020: £124,176) has to be used on restricted projects. Unrestricted free reserves now stand at £496,063 (2020: £434,188).

Reserves Policy

The Trustees wish to maintain a level of reserves that would ensure the stability of the organisation in the medium term, whilst maximising the use of the charity's resources towards its charitable objects. In addition to the review of the organisation's financial management policy, the Trustees agreed a prudent reserves and legacy policy at the Trustee Board meeting on 24th June 2021. The Trustees have decided that a level of working reserves should be maintained to cover at least 9 months' running costs (this currently equates to £440,000), which are not committed or invested in tangible fixed assets.

Unrestricted reserves now stand at £496,063 (2020: £434,188) which is in line with the organisation's Reserves Policy outlined above. The Board of Trustees see it is prudent to maintain the current level of reserves alongside the designated funds outlined below to ensure the cash flow of the organisation is funded and that the work of the Carers Centre continues into the future. Securing alternative funding and creating sustainability takes time and resources and it is important that these reserve levels are maintained, particularly in an ever-changing climate.

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED (LIMITED BY GUARANTEE) TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2021

Designated funds are set aside for the following:

- IT funds £15,000 (over 3 years from April 2021) set aside to meet future IT investment/commitments.
- Building funds £30,570 (over 3 years from April 2021) to support the maintenance and repair of the leased building.
- Young Carers Services £105,000 (over 3 year from April 2021). The board has designated these funds due to this area of work being in deficit during the last year. This was principally due to the conclusion of a significant grant in March 2019 and we feel that these services are important to maintain.
- Carer Engagement Work £8,030 (over 1 year from April 2021). The board has designated these funds due to a delay in an expected funding opportunity opening for tender. The board felt that it was important to maintain staff hours in this area until further external funding becomes available.
- Closure Contingency Fund £165,000. In the event that closure contingency is needed, this would fund 2 months operating costs, any redundancy payments due to employees, terminating service contracts such as office rent and equipment, accountancy, audit and other professional costs.

Should unforeseen reductions in funding occur, our reserves will enable us to respond accordingly and maintain the organisation's offer of vital support and services to carers.

Investment Policy

The Trustees have considered the most appropriate policy for investing funds and are continuing to monitor the placement of funds.

Principal Funding Sources

90% of income in 2020-21 (89% in 2019-20) came from statutory sources (Brighton & Hove City Council and the NHS Brighton & Hove Clinical Commissioning Group). 10% came from charitable trusts and organisations, including Carers Trust, Homity Trust, National Lottery, Waitrose Community Grants, Alex Roberts-Miller Foundation etc. It is a long-term intention to reduce our reliance on statutory funders. Through the formation of a fundraising sub-committee, we have now completed a new, 5-year fundraising strategy which will help us move towards our aim of raising a greater proportion of our funds from charitable sources, and we work hard to maintain a close collaborative relationship with all our funders. The Carers Centre's contract as lead provider of the Carers Hub service has been extended until September 2022 with the possibility of a further extension thereafter. Both Alzheimer's Society and Crossroads Care Brighton & Hove are sub-contractors of the Carers Hub contract providing specific support and services to carers.

Fundraising performance

Fundraising priorities are set and an annual plan agreed by the Board of Trustees. In 2020-21 14 bids were submitted, for funding ranging from small amounts for one-off events to large ongoing projects, and 11 of these were successful. Due to the current financial climate, fundraising remains an ongoing challenge but The Carers Centre has a good record of securing charitable grants. We are actively reviewing our fundraising strategy and aim to increase our focus on community and corporate fundraising in the future.

Brokerage Grants

The team often applies for financial support for individual carers from charitable trusts. During the financial year we received £2,964.99 from the following:

- MacAndrew Sussex Trust - £319.99
- Carers Trust - £2,470
- Brighton Lions Club - £175

The grants have been used for a variety of purposes according to the specific needs of the carers concerned. Examples include funding for a new domestic appliance, alternative therapies, respite opportunities and bus passes for Young Carers experiencing financial hardship.

Investment performance

We have no investments other than our deposit accounts with CAF Bank, Charity Bank, Shawbrook Bank and Virgin Money which pay standard interest rates on accessible funds (£3,914 in 2020-21, £3,315 in 2019-20).

**THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
TRUSTEES' REPORT**

FOR THE YEAR ENDED 31 MARCH 2021

PLANS FOR THE FUTURE

The Carers Centre's new five-year strategic business plan and fundraising strategy will be launched at our AGM in July 2021, following extensive consultation with carers, staff, trustees, funders and other stakeholders, and these two key documents feature action plans which will be reviewed every year by staff and trustees. A key early action from these plans is to create and recruit to a Fundraiser post. This will help us mobilise community, grass-roots supporters and diversify revenue streams. Regular consultation events with carers are held and feedback gathered from all events and activities in order to inform our future plans. We also actively participate in national and local consultation and research into the role of unpaid carers in society.

ON BEHALF OF THE BOARD:


.....
Mr. Thomas Lambert – Company Secretary

Date: 15/7/21

**THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
STATEMENT OF TRUSTEES' RESPONSIBILITIES**

FOR THE YEAR ENDED 31 MARCH 2021

The trustees, who are also the directors of The Carers Centre for Brighton and Hove Limited for the purpose of company law, are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 'The Financial Reporting Standard Applicable in the UK and Republic of Ireland'.

Company law requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity 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 charity and enable them to ensure that the accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
INDEPENDENT EXAMINER'S REPORT**

TO THE TRUSTEES OF THE CARERS CENTRE FOR BRIGHTON AND HOVE LIMITED

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 March 2021.

Responsibilities and basis of report

As the charity's trustees of the charitable 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 charitable 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 charitable company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I 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 charitable 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 applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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.


Mr Mark Cummins FCCA

 accounts · tax · legal · financial planning

The Courtyard
Shoreham Road
Upper Beeding
Steyning
West Sussex
BN44 3TN

Dated:

29 July 2021

**THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)**

FOR THE YEAR ENDED 31 MARCH 2021

		Unrestricted funds £	Restricted funds £	Designated funds £	Total 2021 £	Total 2020 £
Income from:						
Donations, grants and gifts	3	1,672	29,209	-	30,881	39,646
Charitable activities	4	586,497	-	-	586,497	577,119
Investment income - Interest received		3,914	-	-	3,914	3,315
Total income		592,083	29,209	-	621,292	620,080
Expenditure on:						
Charitable activities	5					
Activities undertaken directly		448,724	36,684	45,425	530,833	522,278
Other costs		47,519	1,680	6,622	55,821	54,997
Total expenditure		496,243	38,364	52,047	586,654	577,275
Net income/(expenditure)		95,840	(9,155)	(52,047)	34,638	42,805
Transfer between funds	16, 17	(33,965)	421	33,544	-	-
Net movement in funds		61,875	(8,734)	(18,503)	34,638	42,805
Fund balances at 1 April 2020		434,188	124,176	342,103	900,467	857,662
Fund balances at 31 March 2021		496,063	115,442	323,600	935,105	900,467

All activities are classed as continuing. There are no recognised gains or losses other than those reported on the Statement of Financial Activities.

**THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
BALANCE SHEET**

AS AT 31 MARCH 2021

	Notes	£	2021 £	£	2020 £
Fixed assets	11		6,789		-
Current assets					
Debtors	12	33,038		20,433	
Cash at bank and in hand		919,227		904,354	
		952,265		924,787	
Creditors: amounts falling due within one year	13	(23,949)		(24,320)	
Net current assets		928,316		900,467	
Total assets less current liabilities			935,105		900,467
Income funds					
Restricted funds	16		115,442		124,176
Unrestricted funds	17		496,063		434,188
Designated funds	17		323,600		342,103
			935,105		900,467

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

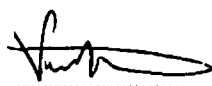
For the financial year in question the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

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

The accounts were approved by the Board on 15/7/21



Mr V Selvaratnam
Trustee

Company Registration No. 02758481

**THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
CASH FLOW STATEMENT**

FOR THE YEAR ENDED 31 MARCH 2021

	£	2021 £	£	2020 £
Net cash used in operating activities				
Net income/(expenditure)	34,638		42,805	
Depreciation	3,395			
Increase/(decrease) in creditors	(371)		(2,570)	
(Increase)/decrease in debtors	<u>(12,605)</u>		<u>34,577</u>	
		25,057		74,812
Cash flows from investing activities				
Purchase of tangible fixed assets	<u>(10,184)</u>		-	
		(10,184)		-
Increase in cash		14,873		74,812
Cash and cash equivalents at the beginning of the year		904,354		829,542
Cash and cash equivalents at the end of the year		<u>919,227</u>		<u>904,354</u>
Analysis of net cash:				
	1 April 2020	Cash flow	31 March 2021	
	£	£	£	
Cash at bank and in hand	<u>904,354</u>	<u>14,873</u>	<u>919,227</u>	

**THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS**

FOR THE YEAR ENDED 31 MARCH 2021

1 Statutory information

The Carers Centre for Brighton and Hove Limited is a charitable company, limited by guaranteed, registered in England and Wales. The charitable company's registered number and registered office address can be found on the Legal and Administrative Information page.

2 Accounting policies

2.1 Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015) – Charities SORP (FRS102) and the Companies Act 2006.

The Carers Centre for Brighton and Hove Limited meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

There are no material uncertainties about The Carers Centre for Brighton and Hove Limited's ability as a going concern. This conclusion takes into account any known financial effect of Covid-19.

2.2 Income

All income is recognised in the Statement of Financial Activities once the charity has gained entitlement to the income and the amounts can be quantified with sufficient reliability. The following specific policies are applied to particular categories of income:

Donations, grants and gifts are included in full in the Statement of Financial Activities once receivable.

Contract income is recognised as the charity becomes entitled to the contract income (i.e. over the term of the contract).

Investment income is recognised in the financial statements when receivable.

2.3 Expenditure

Expenditure is recognised on an accruals basis when a liability is incurred. Expenditure includes any VAT which cannot be fully recovered and is included within the item of expenditure to which it relates.

Charitable expenditure comprises those costs incurred by the charity in pursuit of its charitable objectives. It includes both direct costs and support costs relating to such activities. Support costs, including salaries, are apportioned on the basis of the time involved on the activity.

Governance costs include those costs associated with meeting the statutory requirements of the charity and include its audit fees and costs linked to strategic management of the charity. These costs are included in support costs under the Charities SORP (FRS 102).

**THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS (CONTINUED)**

FOR THE YEAR ENDED 31 MARCH 2021

Accounting policies (continued)

2.4 Fixed assets

Fixed assets are recognised at historic cost less accumulated depreciation. Depreciation rates are as follows:

Fixtures and fittings	33% on cost
Computer equipment	33% on cost

2.5 Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered.

Prepayments are valued at the amount prepaid net of any trade discounts due.

2.6 Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments. The Trustees seek to use short and medium term deposits where possible to maximise the return on monies held at the bank and to manage cash flow.

2.7 Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

2.8 Leasing and hire purchase commitments

Rentals payable under operating leases are charged against income on a straight line basis over the period of the lease.

2.9 Pensions

Retirement benefits to employees of the entity are provided by a defined contribution scheme. The assets of the scheme are held separately from those of the entity.

The contributions made in relation to the defined contribution scheme are charged in the accounts as they become payable in accordance with the rules of the scheme.

2.10 Fund accounting

Restricted funds are subject to specific conditions by funders as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the accounts.

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds are available for use at the discretion of the trustees for the specific purposes as set out by the trustees.

2.11 Taxation

The company is a registered charity (number: 1015728). All of the charity's income falls within the exemptions set out in part 11 of the Corporation Tax Act 2010.

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

3 Donations, grants and gifts

	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
Donations	1,672	1,000	2,672	7,650
Grants	-	28,209	28,209	31,996
	<u>1,672</u>	<u>29,209</u>	<u>30,881</u>	<u>39,646</u>

4 Income from charitable activities

	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
Contract income	586,497	-	586,497	576,792
Event income	-	-	-	327
	<u>586,497</u>	<u>-</u>	<u>586,497</u>	<u>577,119</u>

5 Total expenditure

	Staff costs £	Other costs £	Total 2021 £	Total 2020 £
Charitable activities				
Activities undertaken directly	310,870	219,963	530,833	522,278
Other costs (note 6)	<u>43,673</u>	<u>12,148</u>	<u>55,821</u>	<u>54,997</u>
Total	<u>354,543</u>	<u>232,111</u>	<u>586,654</u>	<u>577,275</u>

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

6 Other costs

	Total	Total
	2021	2020
	£	£
Staff costs	43,673	43,420
Governance costs (Note 7)	12,148	11,577
	55,821	54,997

7 Governance costs

	Total	Total
	2021	2020
	£	£
Independent examiners' fee	3,840	3,600
Accountancy	8,295	7,495
AGM expenses	-	244
Companies House filing fees	13	13
Other costs	-	225
	12,148	11,577

8 Trustees

During the year, and in the previous year, no trustees were reimbursed for expenses. The Charity paid Will Taylor Limited, of which Will Taylor (trustee – resigned 20 August 2019) is the controlling party, £Nil (2020: £1,386) for payroll services in the year.

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

9 Statement of financial activities comparative funds – year ended 31 March 2020

		Unrestricted funds £	Restricted funds £	Designated funds £	Total 2020 £	Total 2019 £
Income from:						
Donations, grants and gifts	3	4,376	35,270	-	39,646	104,535
Charitable activities	4	574,842	2,277	-	577,119	559,240
Investment income - Interest received		3,315	-	-	3,315	3,179
Total income		582,533	37,547	-	620,080	666,954
Expenditure on:	5					
Charitable activities						
Activities undertaken directly		475,463	41,345	5,470	522,278	538,183
Other costs		49,988	5,009	-	54,997	57,554
Total expenditure		525,451	46,354	5,470	577,275	595,737
Net income/(expenditure)		57,082	(8,807)	(5,470)	42,805	71,217
Transfer between funds	16, 17	(288,478)	3,478	285,000	-	-
Net movement in funds		(231,396)	(5,329)	279,530	42,805	71,217
Fund balances at 1 April 2019		665,584	129,505	62,573	857,662	786,445
Fund balances at 31 March 2020		434,188	124,176	342,103	900,467	857,662

10 Employees

Number of employees

The average number of employees during the year was 19 (2020: 18).

Employment costs	2021 £	2020 £
Wages and salaries	328,643	302,870
Social security costs	19,500	19,048
Other pension costs	6,400	6,404
	354,543	328,322

Total employee benefits for key management personnel of the charity in the year amounted to £43,673 (2020: £43,421).

There were no employees with emoluments above £60,000 during the year (2020: none).

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

11	Fixed Assets	Fixtures and Fittings	Computer Equipment	Total
	Cost			
	At 1 April 2020	5,119	47,858	52,977
	Additions in the year	-	10,184	10,184
	At 31 March 2021	<u>5,119</u>	<u>58,042</u>	<u>63,161</u>
	Depreciation			
	At 1 April 2020	5,119	47,858	52,977
	Depreciation charge in the year	-	3,395	3,395
	At 31 March 2021	<u>5,119</u>	<u>51,253</u>	<u>56,372</u>
	Net Book Value			
	At 31 March 2021	<u>-</u>	<u>6,789</u>	<u>6,789</u>
	At 31 March 2020	<u>-</u>	<u>-</u>	<u>-</u>
12	Debtors		2021	2020
			£	£
	Trade debtors		22,830	9,998
	Other debtors		5,125	5,125
	Prepayments and accrued income		5,083	5,310
			<u>33,038</u>	<u>20,433</u>
13	Creditors: amounts falling due within one year		2021	2020
			£	£
	Trade creditors		5,766	4,900
	Taxes and social security costs		4,818	6,097
	Other creditors		-	1,183
	Accruals and deferred income		13,365	12,140
			<u>23,949</u>	<u>24,320</u>

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

14 Pension and other post-retirement benefit commitments

At the balance sheet date £Nil (2020: £Nil) was owed in respect of contributions to schemes.

	2021 £	2020 £
Contributions payable by the charity for the year	<u>7,552</u>	<u>6,404</u>

15 Share capital & control

The Carers Centre for Brighton and Hove Limited is a company limited by guarantee and has no share capital. The liability of the members is limited to a sum not exceeding £1. The charity is controlled by its trustees. No one member has overall control of the charity.

16 Restricted funds

The income funds of the charity include restricted funds comprising the following balances of donations and grants held on trust for specific purposes:

	Movement in funds			
	Balance at 1 April 2020	Incoming resources	Resources expended	Transfers
	£	£	£	Balance at 31 March 2021 £
Young Carers	-	12,709	(13,130)	421
Development Work	21,231	-	-	-
Adult Carers	102,191	16,500	(25,234)	-
Caravan	754	-	-	-
	<u>124,176</u>	<u>29,209</u>	<u>(38,364)</u>	<u>421</u>
				<u>115,442</u>

Young Carers – This fund provides resources to run group work sessions and activities for Young Carers aged between 6 and 17 years old.

Development Work – This fund provides resources for future development work to support unpaid Carers.

Adult Carers – This fund provides resources to run services for Adult Carers aged 18 years old or above.

Caravan – This fund provides resources for the Caravan event which was originally planned to be held in the year ending 31 March 2019 however the project has been put on hold.

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

17 Other funds

	Movement in funds				Balance at 31 March 2021
	Balance at 1 April 2020	Incoming resources	Resources expended	Transfers	
	£	£	£	£	£
Unrestricted funds	434,188	592,083	(496,243)	(33,965)	496,063
Designated fund – Infrastructure	24,944	-	(10,624)	680	15,000
Designated fund - Repairs	32,159	-	(1,589)	-	30,570
Designated fund – Young Carers Services	105,000	-	(32,864)	32,864	105,000
Designated fund – Carer Engagement Work	15,000	-	(6,970)	-	8,030
Designated fund – Closure contingency	165,000	-	-	-	165,000
	<u>776,291</u>	<u>592,083</u>	<u>(548,290)</u>	<u>(421)</u>	<u>819,663</u>

The designated funds for infrastructure and repairs were established enable the charity to fund such expenditure in the future.

The designated funds for Young carer's services, Carer engagement services and closure contingency were all established during the year.

18 Analysis of net assets between funds

	Unrestricted funds	Designated funds	Restricted funds	Total 2021
	£	£	£	£
Fund balances at 31 March 2021 are represented by:				
Fixed Assets	-	6,789	-	6,789
Current assets	520,012	316,811	115,442	952,265
Creditors: amounts falling due within one year	(23,949)	-	-	(23,949)
	<u>496,063</u>	<u>323,600</u>	<u>115,442</u>	<u>935,105</u>
	Unrestricted funds	Designated funds	Restricted funds	Total 2020
	£	£	£	£
Fund balances at 31 March 2020 are represented by:				
Fixed Assets	-	-	-	-
Current assets	458,508	342,103	124,176	924,787
Creditors: amounts falling due within one year	(24,320)	-	-	(24,320)
	<u>434,188</u>	<u>342,103</u>	<u>124,176</u>	<u>900,467</u>

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

19 Commitments under operating leases

At 31 March 2021 the company had total commitments under non-cancellable operating leases as follows:

	Land and buildings	
	2021	2020
	£	£
Expiry date:		
Within one year	10,250	20,500
1-5 years	-	10,250
	Other	
	2021	2020
	£	£
Expiry date:		
Within one year	3,072	3,072
1-5 years	768	3,840

Included within the Statement of Financial Activities are operating lease payments of £23,898 (2020: £23,714).