

**CAMDEN CARERS CENTRE**  
(Registered charity no. 1042757)

**REPORT AND FINANCIAL STATEMENTS**

**YEAR ENDED 31 MARCH 2021**

**CAMDEN CARERS CENTRE**  
(Registered charity no. 1042757)

---

**REPORT AND FINANCIAL STATEMENTS**  
For the year ended 31 March 2021

---

**CONTENTS**

---

	Page
Legal and administrative information	1
Management Committee's report	2
Auditors' report	8
Statement of financial activities	11
Balance sheet	12
Statement of cash flows	13
Notes to the financial statements	14

## CAMDEN CARERS CENTRE

---

### REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS

For the year ended 31 March 2021

---

<b>Management Committee</b>	Tayo Adehin Anita Berlin Suzanne Curry James Dadge Tibor Gold Prakash Kurup Sophie Lalor- Harbord (resigned on 12 May 2021) Bee Lee Hwee Pee Sheila Porritt Jacqueline Spigel Desmond Walcott
<b>Chair</b>	Bee Lee
<b>Treasurer</b>	Prakash Kurup
<b>Secretary</b>	Allegra Lynch
<b>Senior Management Team:</b>	
Chief Executive Officer	Allegra Lynch
Breaks & Activities Service Manager	Jill Pay (retired on 31 March 2021)
<b>Charity reg. no.</b>	1042757
<b>Registered office and operating address</b>	The Greenwood Centre 37 Greenwood Place London NW5 1LB
<b>Auditors</b>	Knox Cropper LLP Chartered Accountants and Statutory Auditors 65 Leadenhall Street London EC3A 2AD
<b>Bankers</b>	National Westminster Bank PLC 166 Camden High Street London NW1 0NE  CCLA Investment Management Ltd 80 Cheapside London EC2V 6DZ

## **CAMDEN CARERS CENTRE**

---

### **MANAGEMENT COMMITTEE'S REPORT**

**For the year ended 31 March 2021**

---

The Management Committee, who act as trustees for charity law purposes, submit their annual report and the financial statements of Camden Carers Centre (CCC) for the year ended 31 March 2021. The Management Committee confirms that the annual report and financial statements of the Charity comply with current statutory requirements, the requirements of the Charity's governing document and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

### **CHAIR'S REPORT**

Camden Carers moved to our new premises four days prior to lockdown. Our offices were closed for that week. The closure was planned and gave us some breathing space.

As part of the move we had decided to invest in new technology that allowed us to use laptops to make and receive calls (Cloud based). We spent the next few days ensuring that all staff had laptops; purchasing more as needed. Admin staff supported the rest of the team in setting up remotely. The first few weeks saw the organisation deal with a fast evolving constantly changing work environment.

Our initial actions were to contact older carers on our register, who at the time were considered to be at highest risk. The phone calls consisted of support and wellbeing checks covering basic needs; access to food, medication and support with their caring role. By early May we realised that we were potentially missing other groups of carers who could be struggling; we were becoming increasingly concerned about younger carers and those caring for someone with a mental health or learning disability.

To reach these carers we sent surveys along the same lines of the wellbeing checks focusing on access to food and medication as well looking at what other support carers needed. In addition we asked carers about their mental and physical health. Young Adult Carers, mental health and learning disability carers were sent links to the survey. The results from these surveys gave us a taste of what carers were feeling/dealing with. Our results aligned with a national survey from Carers Trust. Carers mental and physical wellbeing was declining and many carers were feeling overwhelmed. In response we adapted our counselling session; we reduced the number of individual sessions offered allowing us to reach more carers. All counsellors were set up to work remotely with carers.

Staff on the Working 4 Carers project continued to offer support to those they were already working with by providing weekly contact. As we moved out of lock down more carers started to apply for work and engage in training sessions that we provided on-line.

Activity packs were sent to carers we knew couldn't access services digitally. By July we decided to restart carers conversations and reviews as well as our Health and Lifestyle checks (HLC). These now all took place via the phone or zoom.

To support carers who were not able to access services digitally we applied for and were awarded funding to run a teleconferencing service; easy to use access to on line groups. No access codes required just a simple phone call.

We produced carer ID letters to support those carers who didn't live with the person they cared for; this enabled them to show why they were using transport/out during lockdown.



## **CAMDEN CARERS CENTRE**

---

### **MANAGEMENT COMMITTEE'S REPORT**

**For the year ended 31 March 2021**

---

We received regular information from Camden and public health and shared this with colleagues across the organisation and carers via our regular bulletins.

In January 2021 we worked with Health and the local authority to promote the vaccination programme to carers. We held a session for the Black Carers Collective allowing them a safe space to address concerns around vaccine hesitancy. This was attended by a local GP.

Zoom allowed us to continue nearly all our activities on line. We offered a wide range of activities from our regular art class through to making friends with anxiety session. When lock down restrictions eased over the summer we offered outdoor activities including trips to Kew Gardens and local walks.

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

Camden Carers Centre (CCC) is a registered charity that converted from a company limited by guarantee with no share capital (company number 02956383, incorporated on 8 August 1994) to the charitable incorporated organisation, CIO (company number CE026446, charity number 1042757) on 16 August 2021. As a result, the business, including assets, liabilities, reserves and operations of the incorporated charity were transferred to the charity incorporated organisation. Under the Statement of Recommended Practice (SORP) for charities, merger accounting applies and, accordingly, this Trustees' Report and accounts incorporate the results for both the current and comparative years. Hereafter in the report, the charitable incorporated organisation (charity number 1042757) is referred to as charity and Camden Carers Centre.

Camden Carers Centre has adapted the new constitution based on the foundation model constitution set out by the Charity Commission. The Management Committee Members are appointed by the membership at the Annual General Meeting or co-opted between meetings. Day to day management of the Charity is delegated to the Chief Executive Officer.

### **MANAGEMENT COMMITTEE AND KEY MANAGEMENT PERSONNEL**

Management Committee members are the Charity's Trustees and Directors under Charity law.

Prospective members are invited to attend meetings of the Committee. On agreeing to become a member and eligible for election, a trustee induction pack is made available outlining the work of the Charity and the roles and responsibilities of the Management Committee and its members. Training is accessed through Voluntary Action Camden.

Key management personnel comprise the Management Committee Members and senior management who consist of the Chief Executive Officer, Allegra Lynch.

All trustees give of their time freely and no trustee received remuneration in the year. Details of trustee expenses and related party transactions are disclosed in the notes to the accounts.

The remuneration of the Chief Executive Officer is reviewed annually along with other members of staff by the Management Committee who determine if a pay increase will be made.

### **OBJECTIVES AND ACTIVITIES**

The principal object of the Charity is to provide advice and support for the carers in the London Borough of Camden.

## **CAMDEN CARERS CENTRE**

---

### **MANAGEMENT COMMITTEE'S REPORT**

**For the year ended 31 March 2021**

---

In the year 2020-21 Camden Carers Centre provided the following services:

- Held all trustee meetings virtually; full board and committees
- Supported vice chair to step up to Chair position
- Implemented new structure; 2 new managers and 2 senior managers in place (These were internal moves)
- Working for Carers project
- Awarded student led project through University College London (UCL)
- Held our staff planning day on line
- Regular activities for people with dementia and their carers
- Emotional support and counselling
- Young adult carers support (18-25 year olds)
- Health and Lifestyle checks
- Health events/talks
- Online Exercise sessions
- Nutrition project/one to one sessions
- Continued to contribute to wider issues that impact on carers
- Social, cultural and artistic activities
- Urgent brief breaks
- Running Dementia Action Alliance in Camden
- Volunteering opportunities
- Regular newsletters and updates

### **ACHIEVEMENTS AND PERFORMANCE**

- 1,349 carers contacted in the first months of Covid
- Registered 287 new carers
- Carers received emotional support due to the impact of Covid-19
- 115 carers requested financial support and received a grant
- Set up activity and support ZOOM groups running 337 sessions across 26 different activities, supporting 263 individual carers
- Continued to hold Dementia Action Alliance and Dementia Awareness Training via Zoom
- Helped another 200 carers with vouchers for food and essential items
- Carried out 304 Carer Conversations and Reviews
- 228 Health and Lifestyle checks and Follow Ups
- Started the Black Carers Collective monthly group
- Moved Working For Carers Project online
- Held a successful Virtual Carers Week in June

CCC continued to improve policies and procedures for our staff wellbeing during this unprecedented time. We provided the following benefits to our staff :-

- Offered equipment for working from home
- Reduced hours in first few months
- All staff offered weekly wellbeing hour
- Weekly updates for staff in first few months
- Flexible working offered
- Activities; yoga, craft group, breakfast sessions
- Festive party and gifts for all staff
- Additional weeks leave for 2021-22 in recognition of commitment



## **CAMDEN CARERS CENTRE**

---

### **MANAGEMENT COMMITTEE'S REPORT**

**For the year ended 31 March 2021**

---

#### **PLANS FOR THE FUTURE**

Camden Carers Centre will be entering year 5 of our 7 year contract with the Local Authority. They have confirmed there are no issues with our performance. The W4C project has been extended until June 2023 and we have just received funding from Carers Trust for a new 2.5 year project (Making Carers Count) starting in November 2021.

We aim to continue raises small pots (under £10k) towards offering a wide range of activities and breaks for carers and larger pots to fund new projects/staff.

#### **PRINCIPAL RISKS AND UNCERTAINTIES**

Like every other business in the country the pandemic will influence how we offer services in the future. The importance of supporting carers has been highlighted across the country and the role that charities play in society is finally being fully recognised. The continued cuts from central government will impact on the work we do. Changes at the Clinical Commissioning Group and wider changes could also impact on our work.

Challenges include staying focused on continuing to offer a first rate service to carers amidst a continued background of worldwide changes in how organisations operate. Like other small charities we face the ongoing challenge of competitors for ever decreasing pots of money. The board and Senior Management Team need to continue to put carers at the heart of all decisions made. We will continue to involve and listen to what carers tell us is important to them and act on the feedback we get. Other carers organisations are merging and we need to be mindful of both the benefits and the pitfalls that such merging brings for carers of people in Camden.

CCC continues as a network Partner of Carers Trust and the CEO regularly meets with other carers organisations across London and the country to discuss the challenges faced by our organisations.

#### **PUBLIC BENEFIT STATEMENT**

The Management Committee Members confirm that they have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission in exercising their powers and duties.

#### **FINANCIAL REVIEW**

Over the year, income was £878,021, a decrease of 0.004% from last year (2020: £881,655). This includes (i) Income for working for carers project from Carers Trust (ii) Income for DCMS Recovery project from The Rank Foundation (iii) Income for Older Mental Health Carers project form Ajahma Charitable Foundation Trust and Camden Carers Services Contracts from LB Camden. This allowed us to continue to deliver a more diverse service to carers, such as the dementia project, emotional support and counselling, health and wellbeing services in Camden.

Our total expenditure stood at £855,662, a decrease of 0.06% from last year (2020: £908,578), reflecting our decreased levels of expenditure on our unrestricted grants and funds. (see note 14 of our accounts for details).

---

**MANAGEMENT COMMITTEE'S REPORT**

**For the year ended 31 March 2021**

---

**RESERVES POLICY**

At year end, our total reserves stood at £229,601 an increase of 11% compared to last year (2020: £207,242). These were held as Restricted for specified charitable purpose (£22,221) and Unrestricted (£207,380).

We reviewed our reserves policy during the year. It remains our objective to build a general reserve sufficient to cover at least two months' operating costs - which currently stand at £120,000, to cover any statutory redundancies, 2 months' essential operation costs and other closure costs. The general reserve is currently £188,779 (2020: £103,514) so is above 2 months of operating costs. We built up our target reserves to increase our unrestricted grants income and to improve savings via value for money exercises of services we use. Should the reserves exceed two months' operation costs of £120K then the Board will plan to invest the extra over £120K into new services for carers.

**FUNDRAISING POLICY**

The Charity does not use fundraising services, consultants or external professional fundraisers to undertake its fundraising activities. Additionally no data is shared with or sold to any external agencies. It doesn't approach or pressure vulnerable people to support its work. A complaints policy is in place and is accessible on the Charity's website. The Charity adheres to the Fundraising Code of Practice issued by Fundraising Regulator. Fundraising events carried out on behalf of the Charity are monitored by the senior management team to ensure compliance with the Fundraising Code of Practice.

**Statement of Management Committee's responsibilities**

The Management Committee are responsible for preparing The Annual Report and The Financial statements 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".

Charity law applicable to charities in England/Wales requires the Management Committee as Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity and of the surplus or deficit of the Charity for that period. In preparing those financial statements the Management Committee is required to:

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

The Management Committee Members are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the detection and prevention of fraud and other irregularities.

## **CAMDEN CARERS CENTRE**

---

### **MANAGEMENT COMMITTEE'S REPORT**

**For the year ended 31 March 2021**

---

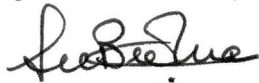
The Management Committee Members are responsible for the maintenance and integrity of the corporate and financial information included on the Charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

#### **STATEMENT OF DISCLOSURE OF INFORMATION TO AUDITORS**

In so far as the directors are aware, that:

- there is no relevant audit information of which the auditors are unaware; and
- we have taken all the steps that we ought to have taken as directors in order to make ourselves aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

This report was approved and authorised for issue by the Management Committee on 10 December 2021 and signed on its behalf by:



Bee Lee  
Chair



---

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF  
CAMDEN CARERS CENTRE**

---

**Opinion**

We have audited the financial statements of Camden Carers Centre ('the charity') for the year ended 31 March 2020 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2020 and of its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

**Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a

**Conclusions relating to going concern**

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

**Other information**

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

/Continued ...

---

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF  
CAMDEN CARERS CENTRE**

---

(Continued)

**Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

**Responsibilities of trustees**

As explained more fully in the trustees' responsibilities statement in the Trustees' Report, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

**Auditor's responsibilities for the audit of the financial statements**

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

- The Charity is required to comply with charity law and, based on our knowledge of its activities, we identified that the legal requirement to accurately account for restricted funds was of key significance.
- We gained an understanding of how the charity complied with its legal and regulatory framework, including the requirement to properly account for restricted funds, through discussions with management and a review of the documented policies, procedures and controls.
- The audit team, which is experienced in the audit of charities, considered the charity's susceptibility to material misstatement and how fraud may occur. Our considerations included the risk of management override.
- Our approach was to check that all restricted income was properly identified and separately accounted for and to ensure that only valid and appropriate expenditure was charged to restricted funds. This included reviewing journal adjustments and unusual transactions.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

/Continued ...



**CAMDEN CARERS CENTRE**  
**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF**  
**CAMDEN CARERS CENTRE**  
(Continued)

---

**Use of our report**

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken, so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report or for the opinions we have formed.



**Knox Cropper LLP**  
Chartered Accountants and Statutory Auditors  
65 Leadenhall Street  
London  
EC4M 9DN

10 December 2021

Knox Cropper LLP Chartered Accountants is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006

# CAMDEN CARERS CENTRE

## STATEMENT OF FINANCIAL ACTIVITIES (incorporating Income and Expenditure Account) For the year ended 31 March 2021

	Note	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
<b>INCOME FROM:</b>					
Donations	2	17,899	40,136	58,035	50,912
Charitable activities	4	643,668	175,321	818,989	829,002
Investments	3	997	-	997	1,741
<b>TOTAL INCOME</b>		<b>662,564</b>	<b>215,457</b>	<b>878,021</b>	<b>881,655</b>
<b>EXPENDITURE ON:</b>					
Charitable activities		636,235	219,427	855,662	908,578
<b>TOTAL EXPENDITURE</b>	5	<b>636,235</b>	<b>219,427</b>	<b>855,662</b>	<b>908,578</b>
<b>NET INCOME/(EXPENDITURE)</b>		<b>26,329</b>	<b>(3,970)</b>	<b>22,359</b>	<b>(26,923)</b>
Transfer between funds	13	-	-	-	-
<b>NET MOVEMENT IN FUNDS</b>		<b>26,329</b>	<b>(3,970)</b>	<b>22,359</b>	<b>(26,923)</b>
TOTAL FUNDS AT 1 APRIL 2020		181,051	26,191	207,242	234,165
<b>TOTAL FUNDS AT 31 MARCH 2021</b>		<b>£ 207,380</b>	<b>£ 22,221</b>	<b>£ 229,601</b>	<b>£ 207,242</b>

The annexed notes form part of these financial statements

# CAMDEN CARERS CENTRE

## BALANCE SHEET As at 31 March 2021

	Notes	£	2021 £	£	2020 £
<b>FIXED ASSETS</b>					
Tangible assets	10		1		1
<b>CURRENT ASSETS</b>					
Debtors	11	7,478		35,352	
Cash at bank and in hand		281,690		250,564	
		<u>289,168</u>		<u>285,916</u>	
<b>CREDITORS: amounts falling due within one year</b>	12	(59,568)		(78,675)	
			<u>229,600</u>		<u>207,241</u>
<b>TOTAL NET ASSETS</b>			<u>£ 229,601</u>		<u>£ 207,242</u>
<b>FUNDS</b>					
Restricted funds	13		22,221		26,191
Unrestricted funds:					
Designated funds	13	18,600		77,537	
General fund	13	<u>188,780</u>		<u>103,514</u>	
			<u>207,380</u>		<u>181,051</u>
			<u>£ 229,601</u>		<u>£ 207,242</u>

The financial statements have been prepared in accordance with the Financial Reporting Standard 102.

The financial statements were approved and authorised for issue by the Management Committee on 10 December 2021 and signed on their behalf by:-



BEE LEE, Chair



PRAKASH KURUP, Treasurer

The annexed notes form part of these financial statements



**CAMDEN CARERS CENTRE****STATEMENT OF CASH FLOWS**  
**For the year ended 31 March 2021**

	Notes	2021 £	2020 £
Net cash inflow from operating activities	17	30,129	(27,876)
<b>Cash flows from investing activities</b>			
Interest received		997	1,741
Increase (decrease) in cash and cash equivalents in the year		31,126	(26,135)
Cash and cash equivalents at the beginning of the year		250,564	276,699
<b>Total cash and cash equivalents at the end of the year</b>		<b>£ 281,690</b>	<b>£ 250,564</b>

The annexed notes form part of these financial statements

**NOTES TO THE FINANCIAL STATEMENTS**

For the year ended 31 March 2021

---

**1. ACCOUNTING POLICIES**

***Basis of preparation of financial statements***

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 (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

The effects of events relating to the year ended 31 March 2021 which occurred before the date of approval of the financial statements by the Management Committee has been included in the financial statements to the extent required to show a true and fair view of the state of affairs at 31 March 2021 and the results for the year ended on that date.

The financial statements have been prepared in sterling and rounded to the nearest £1. Camden Carers Centre is a Public Benefit Entity.

***Fund accounting***

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objects of the Charity and which have not been designated for other purposes. Statutory grants which are given as contributions towards the Charity's core services are treated as unrestricted.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors which have been raised by the Charity for particular purposes. The cost of administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

***Income***

Income is included in the Statement of Financial Activities when the Charity has entitlement to the funds, receipt is probable and the amount can be measured with sufficient reliability. Income is deferred when received in advance of the period that the funder has specified the funding is for.

Donations are included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is dependent on the delivery of a specific performance target by the Charity, are recognised when the Charity becomes unconditionally entitled to the grant, when the grant can be measured reliably and when it is probable that it is receivable.

The Camden Carers Service (CCS) contracts are three year contracts and they are payable by London Borough of Camden to Camden Carers Centre. The funding is dependent on the delivery of the specific targets by the Charity and its consortium partner. Camden Carers Centre (CCC) is the lead partner and undertakes the majority of the contracted work. If CCC fails to provide the service required, LB Camden has the right to issue a default notice or to deduct the amount payable to CCC and its consortium partner. The funding from LB Camden is therefore only recognised when it is clear that the specified targets have been achieved.

Bank interest is included when received.

**NOTES TO THE FINANCIAL STATEMENTS**

**For the year ended 31 March 2021**

---

***Resources Expended***

All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities they have been allocated on a basis consistent with the use of the resources.

Support costs are those costs incurred in support of expenditure on the objects of the Charity. They are apportioned based on the proportion of the management fees of each activity. Governance costs are included in support costs and are those incurred in connection with compliance with constitutional and statutory requirements.

***Investments***

Investments are stated at market value at the balance sheet date. The statement of financial activities includes the net gains and losses arising on revaluations and disposals throughout the year.

***Tangible fixed assets and depreciation***

All assets costing more than £1,000 are capitalised.

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Office equipment	-	25% straight line method
Website development	-	on cost over 2 years

***Operating leases***

Rentals under operating leases are charged to the Statement of Financial Activities on a straight line basis over the lease term.

***Debtors***

Debtors are recognised when the Charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

***Cash at bank and in hand***

Cash at bank and in hand includes cash and short term highly liquid deposits with a maturity of three months or less from the date of deposit.

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2021

### Creditors

Creditors are recognised when the Charity has a present legal or constructive obligation resulting from a past event to make payment to a third party, it is probable that settlement will be required and the amount due to settle the obligation can be measured or estimated reliably.

### Going Concern

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

### Judgments and key sources of estimation uncertainty

No judgements (apart from those involving estimates) have been made in the process of applying the above accounting policies that have a significant effect on amounts recognised in the financial statements.

## 2. DONATIONS

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
Charitable donations for carers	-	40,136	40,136	29,775
Gift Aid and other income	10,155	-	10,155	16,501
Sundry donations	7,744	-	7,744	4,636
	<u>£ 17,899</u>	<u>£ 40,136</u>	<u>£ 58,035</u>	<u>£ 50,912</u>

Restricted income from donations totalled £29,775 in 2020.

	Unrestricted Funds 2021 £	Unrestricted Funds 2020 £
<b>Analysis of Gift Aid and other income</b>		
Other income	<u>10,155</u>	<u>16,501</u>

## 3. INVESTMENT INCOME

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
Bank Interest received	997	-	997	1,741
	<u>£ 997</u>	<u>£ Nil</u>	<u>£ 997</u>	<u>£ 1,741</u>

All investment income was unrestricted in 2020.



## CAMDEN CARERS CENTRE

### NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2021

#### 4. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted	Restricted	Total	Total
LB Camden	630,000	22,819	652,819	652,819
Other small grants	3,168	-	3,168	-
Covid -19 income	10,500	-	10,500	-
The Rank Foundation	-	25,000	25,000	-
Carers Trust	-	119,676	119,676	141,884
Ajahma Charitable Foundation Trust	-	-	-	22,000
Bupa UK Foundation	-	7,826	7,826	12,299
	<u>£ 643,668</u>	<u>£ 175,321</u>	<u>£ 818,989</u>	<u>£ 829,002</u>

The Rank Foundation / Department of Digital Cultural Media and Sport (DCMS) Recovery Fund is toward Covid-19 Recovery.

#### COMPARATIVE INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total Funds 2020 £
LB Camden	630,000	22,819	652,819
Carers Trust	14,905	126,979	141,884
Ajahma Charitable Foundation Trust	-	22,000	22,000
Bupa UK Foundation	-	12,299	12,299
	<u>£ 644,905</u>	<u>£ 184,097</u>	<u>£ 829,002</u>



## NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2021

## 5. TOTAL EXPENDITURE

	Staff costs £	Activities undertaken directly £	Support costs £	Total 2021 £	Total 2020 £
CCS Contract	368,215	17,314	181,524	567,053	590,859
Caring & Living Well	13,040	1,370	-	14,410	-
The Rank Foundation	19,000	-	6,000	25,000	-
Volunteer Project	2,399	516	-	2,915	34,132
Health projects	27,847	-	-	27,847	92,591
Dementia Action Alliance	23,681	2,850	-	26,531	-
Small grants	-	25,601	-	25,601	20,487
Working for carers project	96,918	20,967	-	117,885	121,046
Dementia Training project	-	-	-	-	33,724
Designated funds	48,420	-	-	48,420	6,058
Total project expenditure	599,520	68,618	187,524	855,662	898,897
Support costs	66,747	120,777	(187,524)	-	-
<b>Total expenditure</b>	<b>£ 666,267</b>	<b>£ 189,395</b>	<b>£ Nil</b>	<b>£ 855,662</b>	<b>£ 898,897</b>

CCS Contract is funding from LB Camden so we can offer a variety of services to carers in Camden,

- (i) information, advice and advocacy
- (ii) emotional support, including counselling
- (iii) regular breaks and urgent respite
- (iv) training and development activities
- (v) specialist training and support for carers (i.e. training for carers who look after the cared for with mental health, learning disabilities, stroke, or dementia)
- (vi) activities for dementia
- (vii) health checks, workshops, nutrition project and different health activities
- (viii) leisure activities and support groups
- (ix) hospital discharge services
- (x) carer engagement
- (xi) assist other partnership organisations to help them to identify new carers
- (xii) volunteers work

## CAMDEN CARERS CENTRE

### NOTES TO THE FINANCIAL STATEMENTS For the year ended 31 March 2021

COMPARATIVE EXPENDITURE	Staff costs £	Activities undertaken directly £	Support costs £	Total £
CCS Contracts	390,710	55,014	191,104	636,828
Care and Living Well Project	10,378	1,185	-	11,563
Volunteer Project	20,782	1,019	-	21,801
Health projects	25,235	85	-	25,320
Dementia Action Alliance	18,442	5,410	-	23,852
Small grants	-	21,457	-	21,457
Working for carers project	99,333	27,856	-	127,189
Designated funds	40,568	-	-	40,568
Total project expenditure	605,448	112,026	191,104	908,578
Support costs	59,439	131,665	(191,104)	-
Total expenditure	<u>£ 664,887</u>	<u>£ 243,691</u>	<u>£ Nil</u>	<u>£ 908,578</u>

#### 6. SUPPORT COSTS

	Total 2021 £	Total 2020 £
Rent and Service Charges	27,856	24,588
Room hire	-	2,350
Repairs and maintenance	4,720	2,914
Telephone	11,814	12,255
Subscriptions	2,715	2,584
Staff training, recruitment, etc	5,577	8,283
Postage, printing and stationery	3,612	4,701
Newsletters printing and design cost	-	366
Travel and subsistence	2,336	9,382
Cleaning	101	227
Insurance	3,230	3,068
IT costs	23,429	19,373
Bank charges and finance costs	435	833
Payroll fees	1,915	2,155
Capacity building	-	3,226
Professional fees	19,783	18,795
Audit fees payable to auditors	5,380	5,247
Trustees' training costs	90	120
Promotions	5,440	5,048
Sundry expenses	787	338
Benefits in kind	1,364	2,374
Depreciation	-	2,136
Office move	193	1,302
Wages and salaries	66,747	59,439
	<u>£ 187,524</u>	<u>£ 191,104</u>

## CAMDEN CARERS CENTRE

### NOTES TO THE FINANCIAL STATEMENTS For the year ended 31 March 2021

#### 6. SUPPORT COSTS (continued)

The above support costs have been allocated between the Health projects and Carers Act training project via the agreed management fees of each project. The residual amount of the support cost has then been allocated to the CCS contracts. The reasoning behind using the management fees as a basis for the support cost allocation is because we believe this method is a better way of utilising our management fees, as the purpose of management fees is to fund the support cost.

#### 7. Net Income/Expenditure on:

This is stated after charging:	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Auditors' remuneration:		
Audit fee	<b>5,380</b>	5,247
Operating lease rentals      - land and buildings	<b>27,856</b>	24,588
Depreciation                      - on owned assets	<b>-</b>	2,136

#### 8. STAFF COSTS

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Wages and salaries	<b>604,120</b>	603,247
Social security costs	<b>49,674</b>	49,184
Pension costs	<b>12,473</b>	12,456
	<b>£ 666,267</b>	<b>£ 664,883</b>

The average monthly head count was 25 staff (2019 - 25 staff).

No employee received remuneration of more than £60,000 in either year.

#### 9. MANAGEMENT COMMITTEE AND RELATED PARTIES

During the year, no Management Committee member received any remuneration (2020 - £NIL). No member of the Management Committee received reimbursement of expenses during the year (2020 - Nil). There were no other related party transaction in either year.

During the year, Key Management Personnel received remuneration of £55,521 (2020 - £54,266).

## CAMDEN CARERS CENTRE

### NOTES TO THE FINANCIAL STATEMENTS For the year ended 31 March 2021

#### 10. TANGIBLE FIXED ASSETS

	Fixture and fittings £
<b>Cost</b>	
At 1 April 2020 and 31 March 2021	<u>42,094</u>
<b>Depreciation</b>	
At 1 April 2020	<u>42,093</u>
At 31 March 2021	<u>42,093</u>
<b>Net book value</b>	
At 31 March 2020	£ 1
At 31 March 2021	<u>£ 1</u>

#### 11. DEBTORS

	2021 £	2020 £
<b>Due within one year</b>		
Trade debtors	2,200	29,665
Grant receivable	-	660
Prepayments	5,278	5,027
	<u>£ 7,478</u>	<u>£ 35,352</u>

#### 12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Trade creditors	20,362	14,301
Deferred grant income	-	25,997
Social security and other taxes	14,608	12,092
Other creditors	4,042	3,370
Pension liabilities	2,619	2,269
Accruals	17,937	20,646
	<u>£ 59,568</u>	<u>£ 78,675</u>
<b>Deferred income</b>		
Balance at 1 April 2020	25,997	54,000
Amount released to incoming resources	(25,997)	(54,000)
Amount deferred in the year	-	25,997
Balance at 31 March 2021	<u>£ Nil</u>	<u>£ 25,997</u>

Income received is deferred if there is in place a contract or agreement with the funder which specifies the time period over which the expenditure of resources on a service can take place.



## CAMDEN CARERS CENTRE

### NOTES TO THE FINANCIAL STATEMENTS For the year ended 31 March 2021

#### 13. STATEMENT OF FUNDS

	Brought Forward £	Income £	Expenditure £	Transfers £	Carried Forward £
<b>UNRESTRICTED FUNDS</b>					
General fund	103,514	662,564	(577,299)	1	188,780
<b>DESIGNATED FUNDS</b>					
Fixed assets fund	1	-	-	(1)	-
Capacity development fund	77,536	-	(58,936)	-	18,600
	<u>£ 181,051</u>	<u>£ 662,564</u>	<u>£ (636,235)</u>	<u>£ Nil</u>	<u>£ 207,380</u>
<b>RESTRICTED FUNDS</b>					
Charitable donations	13,742	40,136	(25,601)	-	28,277
Dementia Action Alliance	-	22,819	(26,531)	-	(3,712)
Ajahma Charitable Foundation Trust	10,000	-	(10,000)	-	-
Bupa Foundation	736	7,826	(14,410)	-	(5,848)
Working for Carers	(2,051)	119,676	(117,885)	-	(260)
Other small grants	3,764	-	-	-	3,764
The Rank Foundation	-	25,000	(25,000)	-	-
	<u>£ 26,191</u>	<u>£ 215,457</u>	<u>£ (219,427)</u>	<u>£ Nil</u>	<u>£ 22,221</u>
<b>SUMMARY OF FUNDS</b>					
Designated Funds	77,537	-	(58,936)	(1)	18,600
General Funds	103,514	662,564	(577,299)	1	188,780
Unrestricted Funds	181,051	662,564	(636,235)	-	207,380
Restricted Funds	26,191	215,457	(219,427)	-	22,221
<b>TOTAL FUNDS</b>	<u>£ 207,242</u>	<u>£ 878,021</u>	<u>£ (855,662)</u>	<u>£ Nil</u>	<u>£ 229,601</u>

General fund: These funds cover the unforeseen losses in business and are set aside in case of reduction to future funding. Our aim is to build a general reserve to cover the statutory redundancy cost, 2 months essential operation costs and other closure costs.

Designated fund : This fund included capacity development fund which has been set up to cover costs for IT and a fundraising post.

Funds transfers : £1 was transferred from fixed asset fund to general funds. This was partly offset by the movement on the fixed assets fund.

Restricted funds are listed above and have been used for the purpose described in note 4.



## CAMDEN CARERS CENTRE

### NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2021

#### 14. COMPARATIVE STATEMENT OF FUNDS

	<i>Brought Forward</i>	<i>Income</i>	<i>Expenditure</i>	<i>Transfers</i>	<i>Carried Forward</i>
	£	£	£	£	£
<b>UNRESTRICTED FUNDS</b>					
General fund	134,577	667,783	(699,949)	1,103	103,514
<b>DESIGNATED FUNDS</b>					
Fixed assets fund	2,137	-	-	(2,136)	1
Capacity development fund	88,768	-	(11,232)		77,536
	<u>£ 225,482</u>	<u>£ 667,783</u>	<u>£ (711,181)</u>	<u>£ (1,033)</u>	<u>£ 181,051</u>
<b>RESTRICTED FUNDS</b>					
Charitable donations	9,734	25,465	(21,457)	-	13,742
Dementia Action Alliance	-	22,819	(23,852)	1,033	-
Ajahma Charitable					
Foundation Trust	-	22,000	(12,000)	-	10,000
Working for Carers	(1,841)	126,979	(127,189)	-	(2,051)
Other small grants	790	4,310	(1,336)	-	3,764
	<u>£ 8,683</u>	<u>£ 201,573</u>	<u>£ (185,834)</u>	<u>£ 1,033</u>	<u>£ 25,455</u>

#### 15. POST BALANCE SHEET EVENTS

Since the year end, there has been widespread disruption to the normal patterns of activity in the UK due to Covid-19. CCC continues to operate, with some of our services now provided on-line.

At the time of approval of these financial statements, the degree of uncertainty remains high and therefore, it is not possible to quantify the financial effect of the pandemic on CCC.

**CAMDEN CARERS CENTRE**

**NOTES TO THE FINANCIAL STATEMENTS**

For the year ended 31 March 2021

**16. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	Unrestricted Funds		Restricted Funds	Total Funds
	Designated Funds	General Funds		
	2021	2021	2021	2021
	£	£	£	£
Tangible fixed assets	-	1	-	1
Net current assets	18,600	188,779	22,221	229,600
	<u>18,600</u>	<u>188,780</u>	<u>22,221</u>	<u>229,601</u>

**COMPARATIVE ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	Unrestricted Funds		Restricted Funds	Total Funds
	Designated Funds	General Funds		
	2020	2020	2020	2020
	£	£	£	£
Tangible fixed assets	1	-	-	1
Net current assets	77,536	121,022	8,683	207,241
	<u>77,537</u>	<u>121,022</u>	<u>8,683</u>	<u>207,242</u>

**17. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES**

	2021	2020
	£	£
<b>Cash generated from operations</b>		
Net movement in funds	22,359	(26,923)
Depreciation	-	2,136
Increase in debtors	27,874	(25,046)
Decrease in creditors	(19,107)	23,698
Investment income	(997)	(1,741)
	<u>£ 30,129</u>	<u>£ (27,876)</u>

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2021

## 19. FINANCIAL INSTRUMENTS

At the balance sheet date the Charity held the following;

<b>Financial assets</b>	<b>2021</b>	<b>2020</b>
Debt instruments measured at amortised cost:	£	£
Trade debtors	2,200	29,665
Total	<u>£ 2,200</u>	<u>£ 29,665</u>

Cash at bank and in hand of £250,444 (2019: £2676,699) is held at face value.

<b>Financial liabilities</b>	<b>2021</b>	<b>2020</b>
	£	£
Trade creditors	20,362	14,301
Social security and other taxes	14,608	12,092
Other creditors	4,042	3,370
Pension liabilities	2,619	2,269
Accruals	17,937	20,646
Total	<u>£ 59,568</u>	<u>£ 52,678</u>

## 18 COMPARATIVE STATEMENT OF FINANCIAL ACTIVITIES

	<b>Unrestricted Funds 2020 £</b>	<b>Restricted Funds 2020 £</b>	<b>Total Funds 2020 £</b>
<b>INCOME FROM:</b>			
Donations	21,137	29,775	50,912
Charitable activities	644,905	184,097	829,002
Investments	1,741	-	1,741
<b>TOTAL INCOME</b>	<u>667,783</u>	<u>213,872</u>	<u>881,655</u>
<b>EXPENDITURE ON:</b>			
Charitable activities	711,181	197,397	908,578
<b>TOTAL EXPENDITURE</b>	<u>711,181</u>	<u>197,397</u>	<u>908,578</u>
<b>NET INCOME/(EXPENDITURE)</b>	<u>(43,398)</u>	<u>16,475</u>	<u>(26,923)</u>
Transfer between funds	(1,033)	1,033	-
<b>NET MOVEMENT IN FUNDS</b>	<u>(44,431)</u>	<u>17,508</u>	<u>(26,923)</u>

## 21. RELATED PARTIES

There were no related party transactions, other than those disclosed in note 10.