

CHRISTIAN CARE ASSOCIATION

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FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

**Ian Cloke
38 Melbury Gardens
London
SW20 0DJ**

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FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

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CHRISTIAN CARE ASSOCIATION

CHARITY INFORMATION

REGISTERED CHARITY NUMBER:	1044099
CHAIR:	Jane Savill
HONORARY TREASURER:	Ann Thimont
HONORARY SECRETARY:	Pat Spencer
BOARD OF TRUSTEES:	Jane Savill Pat Spencer Ann Thimont John Golden (until 24 November 2020) Dr Ann Phillips Tom Kavanagh Julian Burling David Marsden (from 24 March 2021)
BANKERS:	HSBC Bank plc 5 Wimbledon Hill Road Wimbledon London SW19 7NF
INDEPENDENT EXAMINER:	Ian Cloke 38 Melbury Gardens London SW20 0DJ
REGISTERED OFFICE:	7 Melbury Gardens Wimbledon London SW20 0DH

REPORT FROM THE BOARD OF TRUSTEES

Covid-19 affected every aspect of life in the United Kingdom and most of the rest of the world during the whole of the year under review. Its initial effects were evident in our report for 2019-20 but unfortunately the pandemic continued much longer than many people had hoped. Locking down the country with most people confined to their homes and working from them if possible for much of the year meant a greatly reduced contact with the people of Merton and also with the NHS, schools and social care who have in the past referred many clients to Christian CARE. As a result, only 103 families were assisted in any way compared with 162 in the previous year.

Our overall income for 2020-21 was £35,661 and expenditure £28,952. As reported at the end of our previous annual report, the year began with the good news of a £7,650 grant from Admiral Scaffolding which went a great way towards covering our expenditure of £16,694 on Family Support. It was a sadness for Christian CARE to learn that Anita Harlock, our Family Support Coordinator, was intending to stand down in December 2020 because of family commitments and we started to search for a replacement. From March 2020 Anita had been supported by a new volunteer, Lynn Coward, who purchased and helped sort food for the store. She agreed to take over part of Anita's role as Food Stores organiser but her subsequent decision to seek employment and move out of London prevented her continuing beyond three months. It was a great relief that Anita's departure was delayed until March 2021 by which time Rehana Edun-Noys had been recruited to take over, with support from an existing volunteer, Mary Kelly. It is hoped to recruit more helpers for this team to spread the load for the future. Indeed, succession planning in all areas is a major target for the Trustees and Gillian Thick, our CARE Coordinator.

Over the year food deliveries were made on a monthly basis rather than fortnightly to reduce the number of visits in the community and to the office which was only used by individual volunteers and not open to visitors. In all 48 families were given generous supplies of groceries and toiletries at some point during the year, some regularly and some as an emergency one-off support. At points throughout the year, but particularly in the first few months, our CARE Coordinator was liaising with the newly formed Merton Mutual Aid and the Dons Local Action Group to provide assistance to some new families. At Christmas, in addition to sending many families hampers, toys were provided for the children.

Our Furniture Project worked on a much reduced scale only collecting and delivering the most essential items. As the infection rate reduced from February 2021 an increase in activity was possible but working with just one team instead of two. Children's and babies' clothes and bed linen were in demand throughout the year and volunteers continued to contact clients on the doorstep or via the phone for most of the year, only extending this to outdoor meetings in parks during part of the summer. Children's Activities was the area most affected by the pandemic as it was not possible to organise the summer outing to Littlehampton or the winter party. The Falcon camps were cancelled but CPAS managed to set up an online camp for some youngsters and deliveries of Falcon in a Box for others – the boxes containing games, puzzles and vouchers for a family meal. These were all much appreciated by the families. Christian CARE made a contribution towards the costs of running these alternative camps. Fortunately, it was possible to roll over to the equivalent week in 2021 the week's holiday booked at Butlins for a family.

We are very indebted to Mike Mortley for setting up the technology to make it possible for the office team – Cresso Scarlett and Michael Lawlor – to work remotely from their own homes with occasional visits to the office when needed. Part of their time has been spent reorganising and overhauling the digital filing systems. A particular focus of the Trustees has been the revision of several policies – Equal Opportunities, Volunteers, Data Protection and Confidentiality. It was also necessary to present revisions to the Constitution to the AGM to cover the need to hold digital meetings, including, in the event, a virtual AGM. This made a great deal of extra work for the office team, reorganising the way the Members were contacted and the amount of paperwork they needed to receive in advance of the meeting. The agenda had been reduced to the bare minimum

and the usual guest speaker was much missed. It was a great sadness to hear of the death of John Day who had been Independent Examiner of the charity for many years. This occurred just before the AGM was held. Fortunately, we have recruited a new examiner, Ian Cloke, whose appointment will be formally approved at the 2021 AGM which we very much hope will take place in person.

After 20 years' service, first with our Furniture Project, as our unofficial photographer and later as a Trustee, John Golden decided to stand down at the AGM when he and other departing volunteers were publicly thanked. He also relinquished his role as our Data Lead and contact with the Information Commissioner's Office and has been replaced in that role by Tom Kavanagh. Another volunteer stepping down after 20 years' service with the Furniture Project was Tony Sheahan. In March the Board co-opted David Marsden as a Trustee and are on the lookout for another person to bring the Board up to full strength as well as other volunteers. It is down to the marvellous support from many of our volunteers and supporters that the core part of Christian CARE's work in Merton has continued throughout a very challenging time.

Approved by the Board of Trustees on 28 September 2021 and signed on their behalf by:

Pat Spencer
Honorary Secretary

RESPONSIBILITY OF THE BOARD OF TRUSTEES FOR FINANCIAL STATEMENTS

Charity Law requires the Board of Trustees to prepare Statements of Account for each Financial Year which give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources for that period. In preparing those Financial Statements the Board of Trustees are required to:

- select suitable accounting policies and then apply them consistently
- make judgements and estimates that are reasonable and prudent
- prepare the Financial Statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation
- value the assets and liabilities in accordance with the Statement of Recommended Practice Accounting by Charities

The Board of Trustees is responsible for keeping proper accounting records which are sufficient to show and explain the Charity's transactions and to disclose with reasonable accuracy at any time the financial position of the Association, and to enable them to ensure that any statements of account comply with the requirements of the Charity (Accounts and Reports) Regulations 2008. It is 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.

Reserves Policy

As the charity does not have any long-term financial commitments and does not employ any staff, being run entirely by volunteers, the Board of Trustees does not consider it necessary to hold significant reserves. If, in a given year, reserves were to fall below the expenditure in the previous year, the Board of Trustees would at that stage notionally allocate the reserves to each client family to ensure that no new clients were to be taken on without the reserves to support their ongoing needs.

**REPORT OF THE INDEPENDENT EXAMINER TO THE BOARD OF TRUSTEES OF
THE CHRISTIAN CARE ASSOCIATION**

I report on the accounts of the Charity for the year ended 31 March 2021 which are set out on pages 6 to 10.

Respective Responsibilities of the Board of Trustees and Examiner

The Board of Trustees is responsible for the preparation of the accounts. The Board considers that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

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

Basis of Independent Examiner's Report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the Board concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with Section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave not been met, or;
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Ian Cloke
38 Melbury Gardens
London
SM20 0DJ

24 October 2021

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2021

	Note		Total 2021	Total 2020
		£	£	£
UNRESTRICTED FUNDS				
Income				
External Grants	2	10,650		4,000
Donations	3	19,211		25,780
Fund-Raising Appeals		-		707
Interest Received		881		1,666
Gift Aid		2,327		3,897
		-----		-----
		33,069		36,050
Expenditure				
Direct Charitable Expenditure	4	(21,820)		(25,588)
		-----		-----
Net Incoming/(Outgoing) Unrestricted Funds			11,249	10,462
RESTRICTED FUNDS				
Income				
Donations	5	2,602		2,600
		-----		-----
		2,602		2,600
Expenditure				
Direct Charitable Expenditure	5	(2,602)		(2,725)
		-----		-----
Net (Outgoing)/Incoming Restricted Funds			0	(125)
Management and Administration	6		(5,218)	(6,478)
			-----	-----
NET INCOMING/(OUTGOING) FUNDS			6,031	3,859
Funds brought forward			158,529	154,670
			-----	-----
GENERAL FUND CARRIED FORWARD			164,560	158,529
			=====	=====

The Notes on pages 8 - 10 form part of these Financial Statements

CHRISTIAN CARE ASSOCIATION

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BALANCE SHEET AS AT 31 MARCH 2021

	Note	2021	20120
		£	£
FIXED ASSETS			
Tangible Assets	7	-	-
CURRENT ASSETS			
Short Term Investments		126,715	126,715
Cash at Bank		36,260	27,305
Debtors and Prepayments		2,325	4,580
		-----	-----
		165,300	158,600
CURRENT LIABILITIES			
Sundry Creditors	(740)		(71)
		164,560	158,529
		-----	-----
		164,560	158,529
		=====	=====
FUNDS			
General Fund	8	164,560	158,529
		-----	-----
		164,560	158,529
		=====	=====

Approved by the Board of Trustees on 28 September 2021 and signed on their behalf by:

Ann Thimont
Honorary Treasurer

The Notes on pages 8 to 10 form part of these Financial Statements

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020**1. ACCOUNTING POLICIES**

Basis of Accounting: The Statement of Accounts has been prepared in accordance with the provisions of the Charity (Accounts and Reports) Regulations 2008 and Statements of Recommended Practice Accounting by Charities.

Income: Donations and legacies are accounted for when received by the Association.

Grants: Revenue grants are credited to Income for the period to which they relate.

Depreciation: Depreciation of tangible fixed assets is provided at the following annual rates in order to write-off each asset over its estimated useful life.

Motor Vehicle	20% on cost
Equipment and Furniture	15% on cost

2. UNRESTRICTED GRANTS

	2021	2020
	£	£
Admiral Trust	7,650	-
Peter and Teresa Harris Charitable Trust	3,000	-
Bishop of Southwark Lent Appeal	-	4,000
	-----	-----
	10,650	4,000
	=====	=====

**3. UNRESTRICTED DONATIONS
(unless otherwise indicated)**

	2021	2020
	£	£
St Mary's Merton	1,252	1,259
Christ Church West Wimbledon	322	783
Martin Way Methodist	80	154
Merton Park Baptist	945	302
St Mark's Wimbledon	90	-
Welsh Church	150	-
Holy Trinity Wimbledon	1,750	-
Merton Priory PCC	125	-
Christ Church Colliers Wood	1,000	-
Parish of St Helier	-	242
St Saviour's Church	-	164
Wimbledon Congregational Church	-	100
Wimbledon High School	-	192
St John Fisher	-	1,234
Godalming Baptist	-	105
Chiddingfold Baptist	-	167
Merton Priory Players Pantomime Profit	-	1,536
West Barnes Singers Carols	-	339
General Donations	13,449	19,203
	-----	-----
	19,163	25,780
	=====	=====

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020**4. UNRESTRICTED CHARITABLE EXPENDITURE**

This item relates to expenditure not covered by specific (restricted) donations or grants.

	2021	2020
	£	£
Holidays and outings	114	2,430
Camps (to the extent not covered by specific donations)	10	3,352
Family Support (Food and Other Supplies)	14,750	13,727
Furniture Project	6,946	6,079
	-----	-----
Total Direct Charitable Expenditure	21,820	25,588
	=====	=====

5. MOVEMENT ON RESTRICTED FUNDS

This item relates to moneys given for a specific purpose for which under the Rules of the Charity Commission separate records must be kept.

	Brought Forward	Income	Expenditure	Carried Forward
	£	£	£	£
Christmas Hampers	-	585	(585)	-
Christmas Toys	-	245	(245)	-
Family Support	-	1,772	(1,772)	-
	-----	-----	-----	-----
	-	2,602	(2,602)	-
	=====	=====	=====	=====

6. MANAGEMENT AND ADMINISTRATION

	2021	2020
	£	£
Office Rent	2,820	2,760
Insurance	702	700
Equipment	599	480
Expenses of Annual General Meeting	255	649
Secretarial Expenses	40	53
Communications	391	730
Stationery	129	879
Training	-	25
Other	283	202
	-----	-----
	5,218	6,478
	=====	=====

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

7. FIXED ASSETS

	Motor Van	Equipment & Furniture	Total
	£	£	£
At Cost			
At 1 April 2020	10,700	-	10,700
Disposal during year	-	-	-
Addition during year	-	-	-
	-----	-----	-----
At 31 March 2020	10,700	-	10,700
	=====	=====	=====
Depreciation			
At 1 April 2020	10,700	-	10,700
Charge for year	-	-	-
	-----	-----	-----
At 31 March 2021	10,700	-	10,700
	=====	=====	=====
Net Book Value			
At 31 March 2020	0	0	0
	=====	=====	=====
At 31 March 2021	0	0	0
	=====	=====	=====

8. FUNDS

	£
At 1 April 2020	158,529
Income for year	35,671
Outgoings for year	(29,640)

At 31 March 2021	164,560
	=====

- 9.** During the year no expenses were paid or payable to Officers or Trustees of the Association. No Officers or Trustees of the Association received any remuneration.