

Charity Registration No. 1050808

Company Registration No. 03124430 (England and Wales)

**SEFTON CARERS CENTRE
COMPANY LIMITED BY GUARANTEE
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024**



SEFTON CARERS CENTRE COMPANY LIMITED BY GUARANTEE LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mr M Kundi - Chair Mrs P W Coventry Mr A M Bridson Mr D A McCullough Ms S Rimmer Ms J C McMillan Mr Paul Howard	(Appointed 15 June 2023) (Appointed 15 June 2023) (Appointed 31 May 2024)
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Senior management team

Chief Executive	Mrs V Keeley
Head of Finance	Mrs K Spurling
Head of Performance and HR	Mr P Blundell
Head of Service Development & Quality	Mrs C Johnston
Direct Payments Lead	Mrs K Thomas
Carers Services and Safeguarding Lead	Ms R Darvill
Young Carers Lead	Mr A Deacon
Personal Health Budget Lead	Mrs H Vernon

Secretary	Mrs V Keeley
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Charity number	1050808
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Company number	03124430
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Principal address	27-37 South Road Waterloo Liverpool L22 5PE
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Registered office	27-37 South Road Waterloo Liverpool L22 5PE
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Auditor	Mitchell Charlesworth (Audit) Limited Suite 5.1 Tempest 12 Tithebarn Street Liverpool L2 2DT
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Bankers	Santander UK PLC Bridle Road Bootle Merseyside L30 4GB
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**SEFTON CARERS CENTRE
COMPANY LIMITED BY GUARANTEE
LEGAL AND ADMINISTRATIVE INFORMATION**

Solicitors

Brabners LLP
Horton House
Exchange Flags
Liverpool
L2 3YL

Insurers

Q Underwriting
Rossington's Business Park
West Carr Road
Retfird
Nottinghamshire
DN22 7SQ

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SEFTON CARERS CENTRE COMPANY LIMITED BY GUARANTEE CHAIRMAN'S STATEMENT *FOR THE YEAR ENDED 31 MARCH 2024*

Introduction

The last 12 months have been challenging to maintain our services in a changing and unpredictable world of financial hardship. Sefton Carers Centre has faced these challenges ensuring we continue to support unpaid carers across Sefton. We have supported developments and partnerships in health programmes, to increase the voice of carers in areas such as hospital discharge, whilst highlighting new obligations under the Health and Care Act 2022. Our services have increased to cover a wider range of carers needs and we have promoted innovations in technology, to support carers in their caring role, such as falls motion detectors.

The financial impact on carers is increasing with the cost of living rises and we have developed a new project to meet this need as well as changing how we deliver financial support to carers who have been assessed as needing additional help. As we enter our 30th year of service to carers in Sefton, we plan to increase the acknowledgement of carers and the vital role they have in our community.

Our key service activities

Hospital Discharge Support – Following the publication of the Health and Care Act 2022, carers could now have a voice in the person they care for discharge planning. This was a massive step forward to supporting the whole family approach in a health model. To support this development Sefton Carers Centre obtained external funding to create direct support for carers, who cared for someone who is due to be discharged from hospital, which considers the impacts to the carer. The project was developed to work in partnership with the NHS and with voluntary sector groups who support cared for. The project has been highlighted as best practice in the largest UK Health conference, **NHS ConfedExpo 2023**.

PayoutNow – Sefton Carers Centre is commissioned to provide carers with assessments of their needs as part of our contract with Sefton Council. An element of the assessment may lead to a financial contribution via the council to provide support to the carer as identified in their support plan. To make this payment, sensitive information was required, which could be problematic under data protection and cause delay in payments being made. Sefton Carers Centre have reduced this via an agreement with the Post Office to allocate QR codes to enable carers to collect payments from any convenient Post Office, via a letter or email, to enable faster and more convenient payments.

Personal Health Budgets (PHBs) - This service provides tailored support for families who have been assessed as qualifying for Continuing Health Care (CHC) funding. The service enables families to have flexibility in their health plans to employ and purchase care to meet their needs and lifestyles. The service provides wrap around support from payroll to training and also includes independent advocacy from the start of the enquiry via Sefton Advocacy. The service has now expanded into Liverpool and is developing new ways of providing information and advice and is due to launch a new website in 2024.

All Age Sefton Carers Strategy – This is a vital document for carers and to inform on service developments in a wide range of areas including housing and education as well as health and social care. The strategy will run for a number of years and for the first time will be all ages. Sefton Carers Centre have been championing the development of this document and the need for an action plan to ensure accountability. Following consultation, the final, first, all age carers strategy for Sefton will be launched in 2024 and run until 2027.

Carers Christmas Party – We have always hosted a carers Christmas party which is a key date in our annual calendar but following the pandemic it has taken some time to build confidence for its full return. This year demand for the party was larger than ever with over 150 carers attending at the Ferndale in Waterloo.

Carers Charter – We have been working with Merseyside and Cheshire ICB to enable the development of a new document called the Carers Charter. Sefton Carers Centre has supported the creation of the charter to enable health professionals in our ICB understand the importance of carers and how they are to be supported. The Charter <https://www.cheshireandmerseyside.nhs.uk/media/ej3fium0/cm-carers-charter-version-1.pdf> is a key document to highlight what carers can expect from health services

**SEFTON CARERS CENTRE
COMPANY LIMITED BY GUARANTEE
CHAIRMAN'S STATEMENT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024**

Volunteers – I would also like to highlight our 54 volunteers who provide key services such as counselling, listening ear, coffee morning and support services. Without their keen dedication we would not be able to provide the services we do and this was highlighted at our annual volunteer “thank you” event via The High Sheriff of Merseyside, Dr Ruth Hussey, who kindly presented certificate of thanks to all our volunteers who have made over 2000 hours of contributions.

Service development and delivery of quality services are of key importance to Sefton Carers Centre to ensure carers receive the highest standard of service provision. ISO 9001 quality mark, which is an internationally recognised Quality Management System standard has been held by Sefton Carers Centre since 2019. The organisations review and reassessment of this mark took place in March 2023 and we were pleased to achieve a Grade 1 pass and recertification of ISO 9001.

Myself and my fellow trustees remain very proud of the dedication and achievements of our staff and volunteers and thank them for their continued dedication in supporting unpaid carers in Sefton. I would also like to thank our funders for their support.

M Kundi

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Mo Kundi
Chairman

Date: 17/10/2024
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SEFTON CARERS CENTRE COMPANY LIMITED BY GUARANTEE TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2024

The trustees present their report and financial statements for the year ended 31 March 2024.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's memorandum and articles of association, the Companies Act 2006 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)" (as amended for accounting periods commencing from 1 January 2019).

The work of the Centre in focus

Governance

Good governance is fundamental to the success of any charity and as a governing board we recognise our collective responsibility to ensure that the Centre is governed effectively and responsibly. In order to maintain high standards of governance the Board regularly assesses its own performance against the 7 principles of the Charity Commission's 'Good Governance' Code;

1. Organisational purpose
2. Leadership
3. Integrity
4. Decision making & risk control
5. Board effectiveness
6. Diversity
7. Openness & accountability

Because of its strength in each of these key areas the Centre achieved the ISO 9001 quality management standard in April 2019 and reviewed 2024.

A well governed and well managed organisation which knows what it is trying to achieve is more likely to attain its objectives than one which isn't, therefore below we make a strong and clear statement of our vision, mission and values.

Our vision

A world in which the role and contribution of unpaid carers is recognised and valued and where carers have access to support and services of the quality that they need to live their own lives

Our mission

As set out in our Memorandum of Association:

The charity is established for the relief of persons who are ill, disabled, or elderly, and their carers by any charitable means, to include but not restricted to the provision of information and support within the Metropolitan Borough of Sefton or elsewhere as the trustees shall determine.

In pursuing these objectives the trustees have had regard to the Charity Commission's guidance on public benefit.

In order to achieve our objectives we have striven throughout the year to ensure that Sefton's carers:

- Are recognised, not isolated and don't have to carry the burden of caring alone
- Have access to information, advice and guidance so that they can make good decisions about the support they need
- Receive the services and support they need in order to stay well
- Are respected and valued by professionals and the wider community
- Are supported to retain their employment or to find a job if they want one
- Have a life of their own beyond caring.

**SEFTON CARERS CENTRE
COMPANY LIMITED BY GUARANTEE
TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT)
FOR THE YEAR ENDED 31 MARCH 2024**

Our values

Our values are very important to us, they have guided our decision making over the past 29 years and they will continue to do so in the years to come. Therefore, as an organisation we will continue to:

- Listen to Carers.
- Respect the dignity of Carers and their families.
- Work in partnership.
- Use our resources efficiently and effectively.
- Be a dynamic learning organisation.
- Be open, honest and transparent.
- Value diversity and equal opportunities.

Our work has a three-fold focus, that of:

- 1. Strategic Partner**
- 2. Welfare Service Provider**
- 3. Advocate for Carers**

As a **Strategic Partner**: We have sought opportunities to influence local strategic planning and to shape the development of the services upon which Carers and those they care for depend. Regular dialogue has been maintained throughout the year with the Senior Leadership Team of Sefton Council's Adult Social Care Department, Children's Services and in the new development of the ICB for Merseyside and Cheshire, Sefton Place.

As a **Service Provider - Adult Carers**, we are commissioned by Sefton Council, ICB for Merseyside and Cheshire, Sefton Place to deliver the following services to adult carers (18+) resident within the Borough of Sefton:

Carer's Assessments and Reviews, Personal Support Plans and Reviews, Advice, Information, Guidance, Respite services, Welfare benefits advice, Advocacy support, Skills for care, Emotional support, Life-long learning and training opportunities, Direct Payments support, Activity based support groups (virtual), Drop-in facilities, Independent living advice, Personal Health Budgets support Counselling, Family Carer support, Parent Carer support, Leisure and social activities, Living Well Sefton, a quarterly newsletter, Carers Emergency Card, Befriending, Listening Ear. We are also commissioned by Sefton Council to deliver a comprehensive support service to young carers aged 5 – 17 years and transition support for young carers and young adult carers aged 18 to 25. All our services are delivered by a mix of specialist staff teams and trained volunteers.

As an **Advocate for Carers**: We continually urge Sefton Council and our local ICB to increase their investment in services which support Carers. We do this because we believe that carers can be part of the solution to budgetary problems. Carers are unlike any other vulnerable group, they put in more into the local health and social care economy, (their unpaid care), than they take out. They are in effect, subsidising that economy by their unpaid efforts. Carers Voice has been very active during the year speaking up for carers across Sefton.

Our strategic priorities

- Identify and support the most vulnerable Carers
- Reduce the Centre's financial dependency upon Sefton Council and our local ICB by raising income from other sources.
- Continuously improve the Centre's management and service performance
- Increase the influence that carers have over the services that affect their lives
- Develop collaborative partnerships with health & social care organisations which will benefit carers.

**SEFTON CARERS CENTRE
COMPANY LIMITED BY GUARANTEE
TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT)
FOR THE YEAR ENDED 31 MARCH 2024**

Risk assessment

As recommended by the Charity Commission the Centre's Senior Management team conducts an annual assessment of the risks which the Centre must manage if it is to remain an efficient and effective organisation. Risks are identified and assessed under the following headings;

- Governance
- Financial
- Operational
- External
- Regulatory and compliance

The trustees have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to the major risks. The conclusions of our current risk assessment are available upon request.

Financial review

For 2023/24 financial year, there is a net surplus final position that in the main was generated from interest income, with the Centre benefitting from the prevailing high interest rates throughout the year. There were also some surpluses on premises budgets, following the renegotiation of the electricity contract and a refund on business rates. So, along with some staff vacancy savings, these budget areas enabled a favourable financial position at the end of 2023/24.

During 2023/24 the budget continued to be supported by the utilisation of a restricted reserve, in agreement with the relevant funder, that had enabled a modest salary increase in November 2022, in an attempt to retain staff, following a surge of staff leaving to seek improved pay. However, there were no funds available for a further pay award for staff in 2023/24 financial year. There was no inflationary uplift in 2023/24 from the Centre's main funder. The Council did however provide additional funding in 2023/24, for two posts to support the Direct Payments team, given the increased demand from the Childrens aspect of the service.

Funding from the Energy Savings Trust, Energy Redress Funding had been agreed for two years, enabling the direct employment of two members of staff and working in partnership with the Council's Affordable Warmth Team; the aim of this project being to reduce the overall cost of living for unpaid carers, providing long term impact to utility cost increases. In addition, funding from the Burbo Bank Extension Community Fund had enabled the employment of a part-time unpaid carer liaison support worker, during 2023/24, to assist the Centre to support a dedicated unpaid carers hospital discharge project. In the final quarter of the year some additional NHS funds were received to resource the expansion of activity in the Personal Health Budget Support team, with some cases from Liverpool now being received. Some other smaller grants were also secured in-year to support Carer Training (Living Well Sefton), Digital Connectivity (VOLA- Liverpool City Region) and energy initiatives (Asda).

Looking ahead to 2024/25, the Centre's operation continues to be reliant on funding mainly from Sefton Council. The economic environment for the sector continues to remain challenging with pressures on both health and social care budgets, locally and nationally. The Council had agreed to support the Centre's services for two years from 1 April 2023 while a strategic review is undertaken. The Chief Executive continues to liaise with the Council to demonstrate the financial pressure of maintaining the current level of service provided by the Centre. While the Council has provided an inflationary increase in, 2024/25, for the first time in many years, there is no funding agreed yet beyond 2024/25 for a service which is a statutory responsibility of the Council. In order to plan and operate a service successfully, adequate resources are required with funding agreed for the Centre over a longer term.

There has been no notification of an inflationary uplift, for 2024/25, by the NHS, for core and family support services. A new two-year contract is in place for Living Well services from April 2024. The Personal Health budget support service contract has been extended to March 2026 with additional funding for the increased Sefton caseload and for the newly acquired Liverpool caseload.

The Energy project comes to an end in February 2025 as does Triangle Trust funding for a Young Carers Project. The Centre continues to seek additional external funding, to integrate with existing services, to further support Carers. So far this year, one-off funding has been received from the Voluntary Sector North West as part of the Carer Support Programme for assistance with a review into Cheshire and Merseyside strategies. A lottery award has also been received from Sports England to pay for sports coaching and equipment for carers. Living Well Sefton has provided a one-off payment to support parent carer activities and Sefton CVS has awarded a Heritage grant to support carer activities.

**SEFTON CARERS CENTRE
COMPANY LIMITED BY GUARANTEE
TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT)
FOR THE YEAR ENDED 31 MARCH 2024**

The budget for 2024/25 was considered by Trustees in February 2024 and subsequently revised in June following the notification of the inflationary uplift from the Council. The additional Council resources enabled Trustees to agree a pay award for the financial year. The budget continues to be supported by the agreed use of a restricted reserve, to fund the November 2022 pay award, until October 2024. There continues to be inflationary pressures on the Centre's running costs and the Centre is also a Real Living Wage employer and the uplift announcement in Autumn 2024 will have a cost impact for some of the Centre's posts. The financial impact on carers is increasing with the cost of living rises so demand for carer services is expected to remain high. It is expected that while interest rates remain high there will again be some additional income, from this source, to assist with any in-year pressures. For 2024/25 the Centre is confident of managing within the budget resources available. However, some of the resources are one-off in 2024/25 and with no knowledge of 2024/25 funding levels, from the Council, it is difficult to make any new longer term service commitments at this stage.

The budget will continue to require careful monitoring to ensure early identification of any pressures to enable timely decisions to be made where appropriate. Trustees have set aside reserves, as outlined below, acknowledging potential financial risks but also recognising the need to develop services and take advantage of evolving business opportunities.

Reserves

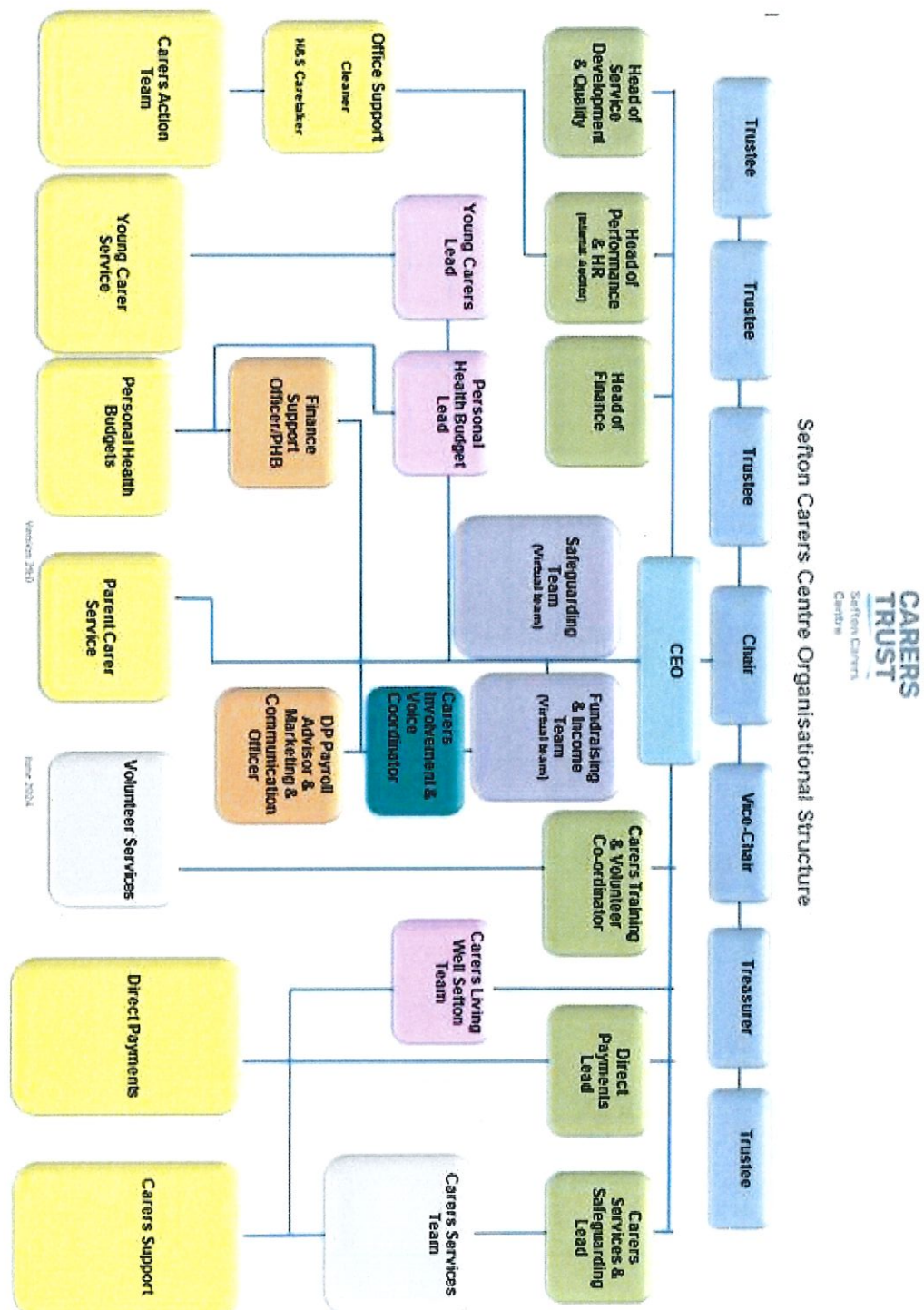
Given the financial situation outlined above it is imperative that financial reserves provide some resilience to potential financial challenges going forward. This year, following the final accounts process, the Trustees have set aside funds of £234,000. £14,850 is required to maintain the short-term reserve, representing 4 weeks of operating costs. To maintain the long-term reserve, at 5% of staffing costs, an additional £7,450 is required. With the continued cost of living crisis and pressure on funders' budgets, then a sum of £49,000 has been set aside to assist with the continued risk of staff retention. Given the rising costs in building works and equipment, £76,700 has been added to the existing building and equipment reserve, to assist with any unforeseen building requirements. The Centre's lease, for occupation of the second floor, currently ends in February 2025. While a request has been made for an extension to the lease, while the current occupant finalises new accommodation, £80,000 has been set aside to assist with any gap in occupancy and hence rental income and legal and estate agent fee costs. Finally, £6,000 has been put into a marketing reserve, to enable updating of marketing materials to promote the Carers Trust brand.

Designated funds at the end of the year total £1,280,868 including the fixed asset reserve of £555,053 (2023: £1,070,880 with fixed asset reserve £578,154)

Free resources available, following the review of reserves undertaken as outlined above, are £165,830 (2023: £137,786)



















**SEFTON CARERS CENTRE
COMPANY LIMITED BY GUARANTEE
TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT)
FOR THE YEAR ENDED 31 MARCH 2024**

Organisation Structure 2023 to 2024



**SEFTON CARERS CENTRE
COMPANY LIMITED BY GUARANTEE
TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT)
FOR THE YEAR ENDED 31 MARCH 2024**

Performance Summary 2023 to 2024

 10733* CARERS REGISTERED	 7399 CARERS SUPPORTED	 1,096 NEW CARERS REGISTERED	 2,378 NEW/PARENT CARERS SUPPORTED	 OVER 13,500 USED THE WEBSITE
 5120 VOLUNTEER HOURS	 £97K VOLUNTEER VALUE	 75 HOME VISITS	 OVER £14 m WELFARE BENEFITS SECURED	 2350 LISTENING BAR SUPPORT CALLS
 11348 TELEPHONE CONSULTS	 2225 CARERS BENEFITED FROM FACE-TO-FACE TRAINING	 256 DIRECT PROBLEMS REFERRALS RECEIVED	 347 EMERGENCY CARDS ISSUED	 328 COUNSELLING APPOINTMENTS
 193 NEW/Young CARERS	 328 CARERS BENEFITED FROM COUNSELLING	 1418 CARERS PROBLEMS COMPLETED OR CLOSED		

**SEFTON CARERS CENTRE
COMPANY LIMITED BY GUARANTEE
TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT)
FOR THE YEAR ENDED 31 MARCH 2024**

Structure, governance and management

The trustees, who are also the directors for the purpose of company law, and who served during the year were:

Mr M Kundi - Chair	
Mrs P W Coventry	
Mr A M Bridson	
Ms S Bickerton	(Retired 19 October 2023)
Mr H G Greenwood	(Retired 15 June 2023)
Mr D A McCullough	
Ms S Rimmer	(Appointed 15 June 2023)
Ms J C McMillan	(Appointed 15 June 2023)
Mr Paul Howard	(Appointed 31 May 2024)

Sefton Carers Centre Senior Management Team pay increases are only awarded in line with pay increases approved by the Board of Trustees for all staff.

Auditor

In accordance with the company's articles, a resolution proposing that Mitchell Charlesworth (Audit) Limited be reappointed as auditor of the company will be put at a General Meeting.

Disclosure of information to auditor

Each of the trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditor is aware of such information.

Small company provisions

This report has been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

The trustees' report was approved by the Board of Trustees.

M Kundi

Mr M Kundi - Chair

Trustee

Dated: 17 October 2024

**SEFTON CARERS CENTRE
COMPANY LIMITED BY GUARANTEE
STATEMENT OF TRUSTEES' RESPONSIBILITIES
FOR THE YEAR ENDED 31 MARCH 2024**

The trustees, who are also the directors of Sefton Carers Centre for the purpose of company law, are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the 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 incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements 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 financial statements 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 trustees are responsible for the maintenance and integrity of the charity 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.

**SEFTON CARERS CENTRE
COMPANY LIMITED BY GUARANTEE
INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF SEFTON CARERS CENTRE**

Opinion

We have audited the financial statements of Sefton Carers Centre (the 'charity') for the year ended 31 March 2024 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the 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 charitable company's affairs as at 31 March 2024 and of its incoming resources and application of resources, including 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 Companies Act 2006.

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 basis for our opinion.

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 contained within the annual report. 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.

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 course of 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 this gives rise to a material misstatement in the financial statements themselves. 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.

**SEFTON CARERS CENTRE
COMPANY LIMITED BY GUARANTEE
INDEPENDENT AUDITOR'S REPORT (CONTINUED)
TO THE MEMBERS OF SEFTON CARERS CENTRE**

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of our audit:

- the information given in the trustees' report, which includes the directors' report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities, the trustees, who are also the directors of the charity for the purpose of company law, 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 charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

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.

**SEFTON CARERS CENTRE
COMPANY LIMITED BY GUARANTEE
INDEPENDENT AUDITOR'S REPORT (CONTINUED)
TO THE MEMBERS OF SEFTON CARERS CENTRE**

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 extent to which the audit was considered capable of detecting irregularities, including fraud

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- we identified the laws and regulations applicable to the charity through discussions with trustees and other management;
- we focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the charity, including the Companies Act 2006, taxation legislation and data protection, anti-bribery, employment and health and safety legislation;
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and inspecting legal correspondence; and
- identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

We assessed the susceptibility of the company's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud; and
- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures to identify any unusual or unexpected relationships;
- tested journal entries to identify unusual transactions;
- assessed whether judgements and assumptions made in determining the accounting estimates were indicative of potential bias; and
- investigated the rationale behind significant or unusual transactions.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- agreeing financial statement disclosures to underlying supporting documentation;
- reading the minutes of meetings of those charged with governance; and
- enquiring of management as to actual and potential litigation and claims.

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the directors and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

**SEFTON CARERS CENTRE
COMPANY LIMITED BY GUARANTEE
INDEPENDENT AUDITOR'S REPORT (CONTINUED)
TO THE MEMBERS OF SEFTON CARERS CENTRE**

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members 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 charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Mitchell Charlesworth (Audit) Limited

**Louise Casey ACA (Senior Statutory Auditor)
for and on behalf of Mitchell Charlesworth (Audit) Limited**

06/11/2024
.....

**Chartered Accountants
Statutory Auditor**

Suite 5.1
Tempest
12 Tithebarn Street
Liverpool
L2 2DT

**SEFTON CARERS CENTRE
COMPANY LIMITED BY GUARANTEE
STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2024**

Current financial year

		Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Total 2023 £
	Notes				
<u>Income from:</u>					
Donations and legacies	3	3,147	-	3,147	4,197
Charitable activities	4	653,797	948,707	1,602,504	1,272,989
Investments	5	62,028	-	62,028	19,529
Total income		<u>718,972</u>	<u>948,707</u>	<u>1,667,679</u>	<u>1,296,715</u>
<u>Expenditure on:</u>					
Raising funds	6	<u>1,195</u>	<u>-</u>	<u>1,195</u>	<u>1,129</u>
Charitable activities	7	<u>527,102</u>	<u>964,392</u>	<u>1,491,494</u>	<u>1,334,847</u>
Total expenditure		<u>528,297</u>	<u>964,392</u>	<u>1,492,689</u>	<u>1,335,976</u>
Net incoming/(outgoing) resources before transfers		190,675	(15,685)	174,990	(39,261)
Gross transfers between funds	14	<u>47,357</u>	<u>(47,357)</u>	<u>-</u>	<u>-</u>
Net income/(expenditure) for the year/ Net movement in funds		238,032	(63,042)	174,990	(39,261)
Fund balances at 1 April 2023		<u>1,208,666</u>	<u>155,430</u>	<u>1,364,096</u>	<u>1,403,357</u>
Fund balances at 31 March 2024		<u><u>1,446,698</u></u>	<u><u>92,388</u></u>	<u><u>1,539,086</u></u>	<u><u>1,364,096</u></u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

**SEFTON CARERS CENTRE
COMPANY LIMITED BY GUARANTEE
STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED)
INCLUDING INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2024**

Prior financial year

		Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
	Notes			
<u>Income from:</u>				
Donations and legacies	3	4,197	-	4,197
Charitable activities	4	537,010	735,979	1,272,989
Investments	5	19,529	-	19,529
Total income		560,736	735,979	1,296,715
<u>Expenditure on:</u>				
Raising funds	6	1,129	-	1,129
Charitable activities	7	565,512	769,335	1,334,847
Total expenditure		566,641	769,335	1,335,976
Net incoming/(outgoing) resources before transfers		(5,905)	(33,356)	(39,261)
Gross transfers between funds	14	14,398	(14,398)	-
Net income/(expenditure) for the year/ Net movement in funds		8,493	(47,754)	(39,261)
Fund balances at 1 April 2022		1,200,173	203,184	1,403,357
Fund balances at 31 March 2023		1,208,666	155,430	1,364,096

**SEFTON CARERS CENTRE
COMPANY LIMITED BY GUARANTEE
BALANCE SHEET**

AS AT 31 MARCH 2024

	Notes	2024 £	£	2023 £	£
Fixed assets					
Tangible assets	15		555,054		578,155
Investments	16		1		1
Total fixed assets			555,055		578,156
Current assets					
Stocks	17	1,541		1,595	
Debtors	19	134,098		65,696	
Cash at bank and in hand		955,071		816,926	
		1,090,710		884,217	
Liabilities					
Creditors: amounts falling due within one year	20	(106,679)		(98,277)	
Net current assets			984,031		785,940
Total assets less current liabilities			1,539,086		1,364,096
The funds of the charity					
Restricted funds	24		92,388		155,430
<u>Unrestricted funds - general</u>					
Designated funds	26	1,280,868		1,070,880	
General unrestricted funds		165,830		137,786	
Total unrestricted funds			1,446,698		1,208,666
Total charity funds			1,539,086		1,364,096

The accounts were approved by the Trustees on 17 October 2024

M Kundi

Mr M Kundi - Chair
Trustee

A M Bridson

Mr A M Bridson
Trustee

Company Registration No. 03124430

**SEFTON CARERS CENTRE
COMPANY LIMITED BY GUARANTEE
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2024**

	Notes	2024 £	£	2023 £	£
Cash flows from operating activities					
Cash generated from/(absorbed by) operations	28		76,117		(139,769)
Investing activities					
Investment income received		62,028		19,529	
Net cash generated from investing activities			62,028		19,529
Net cash used in financing activities			-		-
Net increase/(decrease) in cash and cash equivalents			138,145		(120,240)
Cash and cash equivalents at beginning of year			816,926		937,166
Cash and cash equivalents at end of year			955,071		816,926

**SEFTON CARERS CENTRE
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024**

1 Accounting policies

Charity information

Sefton Carers Centre is a private company limited by guarantee incorporated in England and Wales. The registered office is 27-37 South Road, Waterloo, Liverpool, L22 5PE.

1.1 Accounting convention

The accounts have been prepared in accordance with the charity's memorandum and articles of association, the Companies Act 2006 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)" as amended for accounting periods commencing from 1 January 2019.

The charity is a Public Benefit Entity as defined by FRS 102.

The accounts are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The accounts have been prepared on the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Designated funds comprise funds which have been set aside at the discretion of the trustees for specific purposes. The purposes and uses of the designated funds are set out in the notes to the financial statements.

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

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

**SEFTON CARERS CENTRE
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024**

1 Accounting policies

(Continued)

Income from donations and grants, including capital grants, is included when these are receivable, except as follows:

- When donors specify that donations and grants given to the charity must be used in future accounting periods, the income is deferred until those periods.
- When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred and not included until the preconditions for use have been met.
- When donors specify that donations and grants, including capital grants, are for particular restricted purposes, which do not amount to preconditions regarding entitlement, this income is included as restricted funds when receivable.

Voluntary income includes discretionary grants for projects, goods and services where no service agreement or contract exists.

Other grants, which have particular service requirements and which are provided in accordance with a contract or service level agreement are included in the Statement of Financial Activities under the heading Income from Charitable Activities.

Rental income from operating leases (net of any incentives given to the lessees) is recognised on a straight-line basis over the lease term.

Interest is included when receivable by the charity.

1.5 Expenditure

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Staff costs are apportioned between activities on the basis of an assessment of the head count within those activities.

All overhead costs are apportioned between activities on the basis of an assessment of the head count within those activities.

Governance costs are those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.

1.6 Tangible fixed assets

Tangible fixed assets are measured at cost, net of depreciation and any impairment losses.

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

Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Freehold property	Straight line basis over 50 years
Fixtures, fittings & equipment	Straight line basis over 5 or 10 years

**SEFTON CARERS CENTRE
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024**

1 Accounting policies

(Continued)

With the adoption of FRS102 in 2016, the charity took the option to include the property at deemed cost.

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

1.7 Fixed asset investments

Fixed asset investments are initially measured at cost and subsequently measured at cost less any accumulated impairment losses. The investments are assessed for impairment at each reporting date and any impairment losses or reversals of impairment losses are recognised immediately in net income/(expenditure) for the year.

1.8 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.9 Stocks

Stocks of items held for distribution at no or nominal consideration are measured at the lower of replacement cost and cost.

1.10 Cash and cash equivalents

Cash and cash equivalents include cash in hand and deposits held at call with banks.

1.11 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Derecognition of financial assets

Financial assets are derecognised only when the contractual rights to the cash flows from the asset expire or are settled, or when the charity transfers the financial asset and substantially all the risks and rewards of ownership to another entity, or if some significant risks and rewards of ownership are retained but control of the asset has transferred to another party that is able to sell the asset in its entirety to an unrelated third party.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future receipts discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

**SEFTON CARERS CENTRE
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024**

1 Accounting policies

(Continued)

1.12 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.13 Retirement benefits

The charity operates a defined contribution scheme for selected employees. Contributions are charged to the SOFA in the period to which they relate.

1.14 Leases

Rentals payable under operating leases, including any lease incentives received, are charged as an expense on a straight line basis over the term of the relevant lease.

1.15 Taxation

The charity benefits from various exemptions from taxation afforded by tax legislation and is not liable to corporation tax on income or gains falling within those exemptions. Recovery is made of tax deducted from qualifying income and from receipts under gift aid.

The charity is not able to recover Value Added Tax. Expenditure is recorded in the accounts inclusive of VAT.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations and legacies

	Unrestricted funds general 2024 £	Unrestricted funds general 2023 £
Donations and gifts	3,147	4,197

**SEFTON CARERS CENTRE
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024**

4 Charitable activities

	Welfare & provision services 2024 £	Advice & Information services 2024 £	Total 2024 £	Welfare & provision services 2023 £	Advice & Information services 2023 £	Total 2023 £
Services provided under contract	1,019,920	351,408	1,371,328	835,016	318,355	1,153,371
Performance related grants	36,301	117,978	154,279	74,174	-	74,174
Ancillary trading income	69,582	-	69,582	38,285	-	38,285
Other income	7,295	20	7,315	7,159	-	7,159
	<u>1,133,098</u>	<u>469,406</u>	<u>1,602,504</u>	<u>954,634</u>	<u>318,355</u>	<u>1,272,989</u>
Analysis by fund						
Unrestricted funds - general	653,797	-	653,797	537,010	-	537,010
Restricted funds	479,301	469,406	948,707	417,624	318,355	735,979
	<u>1,133,098</u>	<u>469,406</u>	<u>1,602,504</u>	<u>954,634</u>	<u>318,355</u>	<u>1,272,989</u>
Performance related grants						
Sefton MBC	-	-	-	11,191	-	11,191
Asda (Winter packs)	-	400	400	1,000	-	1,000
Carer Support Liaison Officer (Burbobank Community Fund)	-	16,603	16,603	-	-	-
Carers Trust	7,876	-	7,876	21,970	-	21,970
Sefton CVS	2,052	-	2,052	4,565	-	4,565
Triangle Trust	26,373	-	26,373	2,870	-	2,870
The Henry Smith Charity	-	-	-	1,530	-	1,530
Digital Connectivity (Vola)	-	2,370	2,370	-	-	-
Carers Trust (Active older)	-	-	-	15,933	-	15,933
National Lottery Community Fund	-	-	-	15,115	-	15,115
Training Grant (LWS)	-	1,580	1,580	-	-	-
Energy Redress	-	97,025	97,025	-	-	-
	<u>36,301</u>	<u>117,978</u>	<u>154,279</u>	<u>74,174</u>	<u>-</u>	<u>74,174</u>

**SEFTON CARERS CENTRE
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024**

5 Investments

	Unrestricted funds general 2024 £	Unrestricted funds general 2023 £
Interest receivable	62,028	19,529

6 Raising funds

	Unrestricted funds general 2024 £	Unrestricted funds general 2023 £
<u>Fundraising and publicity</u>		
Staff costs	1,195	1,129
	<u>1,195</u>	<u>1,129</u>

**SEFTON CARERS CENTRE
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024**

7 Charitable activities

	Welfare & provision services 2024 £	Advice & Information services 2024 £	Total 2024 £	Welfare & provision services 2023 £	Advice & Information services 2023 £	Total 2023 £
Staff costs	432,719	395,777	828,496	409,719	301,146	710,865
Premises costs	16,008	16,118	32,126	47,527	14,098	61,625
Supplies and services	188,168	51,617	239,785	159,288	23,209	182,497
	<u>636,895</u>	<u>463,512</u>	<u>1,100,407</u>	<u>616,534</u>	<u>338,453</u>	<u>954,987</u>
Share of support costs (see note 8)	294,994	21,846	316,840	303,778	3,695	307,473
Share of governance costs (see note 8)	74,247	-	74,247	72,387	-	72,387
	<u>1,006,136</u>	<u>485,358</u>	<u>1,491,494</u>	<u>992,699</u>	<u>342,148</u>	<u>1,334,847</u>
Analysis by fund						
Unrestricted funds - general	527,102	-	527,102	565,512	-	565,512
Restricted funds	479,034	485,358	964,392	427,187	342,148	769,335
	<u>1,006,136</u>	<u>485,358</u>	<u>1,491,494</u>	<u>992,699</u>	<u>342,148</u>	<u>1,334,847</u>

8 Support costs

	Support costs £	Governance costs £	2024 £	Support costs £	Governance costs £	2023 £
Staff costs	192,085	66,387	258,472	189,442	65,457	254,899
Depreciation	23,101	-	23,101	32,760	-	32,760
Supplies and services	70,501	-	70,501	71,784	-	71,784
Other staff costs	31,153	-	31,153	13,487	-	13,487
Audit fees	-	4,323	4,323	-	3,790	3,790
Accountancy	-	3,537	3,537	-	3,140	3,140
	<u>316,840</u>	<u>74,247</u>	<u>391,087</u>	<u>307,473</u>	<u>72,387</u>	<u>379,860</u>
Analysed between Charitable activities	<u>316,840</u>	<u>74,247</u>	<u>391,087</u>	<u>307,473</u>	<u>72,387</u>	<u>379,860</u>

**SEFTON CARERS CENTRE
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024**

9 Auditor's remuneration

Fees payable to the charity's auditor and associates:	2024	2023
	£	£
Audit of the charity's annual accounts	4,323	3,790
Non-audit services		
All other non-audit services	3,537	3,140

Auditor's remuneration for 2023 includes the reversal of an overprovision made in 2022. Actual remuneration for 2023 services total £7,380.

10 Employees

Number of employees

The average monthly number of employees during the year was:

	2024	2023
	Number	Number
Advice and advocacy services	15	11
Welfare and respite services	17	18
Training and information services	1	3
Management and administration	10	10
	43	42

Employment costs

	2024	2023
	£	£
Wages and salaries	939,323	837,107
Social security costs (NI contributions)	72,615	64,046
Other pension costs	76,225	65,740
	1,088,163	966,893

There were no employees whose annual remuneration was £60,000 or more.

11 Retirement benefit schemes

Defined contribution schemes

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The charge to profit or loss in respect of defined contribution schemes was £76,225 (2023 - £65,740).

**SEFTON CARERS CENTRE
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024**

12 Trustees

None of the trustees (or any persons connected with them) received fees or remuneration during the year (2023: none). No trustees received expenses during the year (2023: none).

13 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

14 Transfers

The transfers between restricted and unrestricted funds in the current year are partly due to a reallocation of project funds following agreement with the grant provider. As a result the balance of funds have been released to unrestricted.

The transfer between restricted and unrestricted funds in the prior year are due to the restriction being satisfied following the purchase of the required fixed asset and a reallocation of project funds following agreement with the grant provider.

15 Tangible fixed assets

	Freehold property	Fixtures, fittings & equipment	Total
	£	£	£
Cost			
At 1 April 2023	1,053,451	145,706	1,199,157
At 31 March 2024	1,053,451	145,706	1,199,157
Depreciation and impairment			
At 1 April 2023	531,741	89,261	621,002
Depreciation charged in the year	16,829	6,272	23,101
At 31 March 2024	548,570	95,533	644,103
Carrying amount			
At 31 March 2024	504,881	50,173	555,054
At 31 March 2023	521,710	56,445	578,155

Other than the freehold property at 27-37 South Road, all the charity's assets are used for charitable purposes. In respect of the property, the charity leases the second floor to an NHS trust and as a result the property has a mixed use. The property has been accounted for in full within tangible fixed assets due to the charity not being able to reliably measure the fair value of the investment property element.

**SEFTON CARERS CENTRE
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024**

16 Fixed asset investments

	Unlisted investments £
Cost or valuation	
At 1 April 2023 & 31 March 2024	1
Carrying amount	
At 31 March 2024	1
At 31 March 2023	1

Fixed asset investments not carried at market value

Sefton Training and Enterprise Projects Limited is a limited company registered in England and Wales, company number 05931326. The registered office is 27-37 South Road, Waterloo, L22 5PE. The subsidiary is wholly owned by the charity and is currently dormant.

The subsidiary has been included in the accounts at the original cost of the share capital acquired and there are no net assets.

Learning Well Agency is a company, limited by guarantee, registered in England and Wales, company number 9812139. The registered office is 27-37 South Road, Waterloo, L22 5PE. The subsidiary is wholly owned by the charity by virtue of it being the only member. It has been dormant from incorporation on 6 October 2015 to the charity's year end.

The subsidiary has been included in the accounts at £nil cost.

17 Stocks

	2024 £	2023 £
Raw materials and consumables	1,541	1,595

18 Financial instruments

	2024 £	2023 £
Carrying amount of financial assets		
Debt instruments measured at amortised cost	1,083,994	881,705
Equity instruments measured at cost less impairment	1	1
Carrying amount of financial liabilities		
Measured at amortised cost	50,621	58,251

**SEFTON CARERS CENTRE
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024**

19 Debtors

	2024	2023
	£	£
Amounts falling due within one year:		
Trade debtors	102,649	61,736
Other debtors	26,276	3,044
Prepayments and accrued income	5,173	916
	<u>134,098</u>	<u>65,696</u>

20 Creditors: amounts falling due within one year

	Notes	2024	2023
		£	£
Deferred income	21	56,058	40,026
Trade creditors		9,627	1,522
Accruals		40,994	56,729
		<u>106,679</u>	<u>98,277</u>

21 Deferred income

	2024	2023
	£	£
Other deferred income	<u>56,058</u>	<u>40,026</u>

Deferred income is included in the financial statements as follows:

	2024	2023
	£	£
Total deferred income at 1 April 2023	40,026	60,739
Amounts received in year	56,058	40,026
Amounts credited to statement of financial activities	(40,026)	(60,739)
Total deferred income at 31 March 2024	<u>56,058</u>	<u>40,026</u>

Included within deferred income are receipts which have been received in advance of project and grant period start dates and are due to be utilised during the 2024/25 financial period.

**SEFTON CARERS CENTRE
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024**

22 Amounts held on behalf of third parties

The charitable company holds funds as agent totalling £600,292 (2023: £201,354), in a bank account operated by the charitable company, which is payable to third parties. The bank balance and an equivalent amount payable to third parties are excluded from these accounts.

	Balance at 1 April 2023	Received	Paid out	Balance at 31 March 2024
	£	£	£	£
Personal Health Budget Support Service	174,266	4,954,659	(4,546,697)	582,228
Formby Hub	8,806	3,614	(3,034)	9,386
Friends of Deansgate	884	-	-	884
Ukraine	-	16,216	(16,216)	-
NHS-Hospital Discharge	17,398	-	(9,605)	7,793
Total	201,354	4,974,489	(4,575,551)	600,292

The Personal Health Budget Support Service (PHBSS) at Sefton Carers Centre is to give people with long term health conditions and disabilities the opportunity to manage their own health budget. The service is funded by the NHS Cheshire and Merseyside Integrated Care Board.

Sefton Carers Centre provide administrative support to Formby Hub as a local network partner and to Friends of Deansgate to bid for grant funding, to support environmental and mental health well-being.

For identified Ukraine guests, Sefton Carers Centre utilises a Post Office QR code process, to administer £200 subsistence payments, funded by Sefton Council.

Sefton Carers Centre provide use of prepaid cards for one off payments to support for families and carers which enables them to provide care and support to a patient returning to their own home whilst recovering and recuperating. Funded by NHS.

23 Related party transactions

Remuneration of key management personnel

The remuneration of key management personnel is as follows.

	2024 £	2023 £
Aggregate compensation	327,997	261,309

There were no other related party transactions in the year.

No guarantees have been given or received.

**SEFTON CARERS CENTRE
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024**

24 Restricted funds

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

	Balance at 1 April 2022 £	Movement in funds			Transfers £	Balance at 1 April 2023 £	Movement in funds			Transfers £	Balance at 31 March 2024 £
		Income £	Expenditure £				Income £	Expenditure £			
NHS & Sefton MBC (Carers' Support)	10,380	283,395	(306,030)		12,255	-	316,215	(316,385)		170	-
Sefton MBC (Direct payments)	130,961	343,950	(338,247)		(26,653)	110,011	443,000	(429,529)		(51,950)	71,532
Carers Me Time	-	4,825	(4,825)		-	-	7,176	(7,176)		-	-
Carers Trust (Inspiring change fund)	-	15,995	(15,995)		-	-	-	-		-	-
Carers Winter Packs	-	3,000	(2,999)		-	1	-	-		(1)	-
The Lottery Community Fund (Young Carers)	-	15,115	(15,115)		-	-	-	-		-	-
Sefton CVS (Community Resilience)	-	988	(988)		-	-	112	(112)		-	-
Sefton CVS (Living Well)	13,526	34,960	(36,118)		-	12,368	34,960	(51,749)		4,422	-
Legacy income (Training Costs)	10,000	-	(853)		-	9,147	-	(251)		-	8,896
Development PHB	-	-	-		-	-	233	(233)		-	-
ASDA Energy Hub	-	-	-		-	-	400	(399)		(1)	-
Triangle Trust	-	2,870	(2,870)		-	-	26,373	(26,373)		-	-
Carer Support Liaison Officer	-	-	-		-	-	16,603	(16,603)		-	-
Henry Smith Charity	-	1,530	(1,530)		-	-	-	-		-	-
Sefton CVS (Thrive)	-	1,517	(1,517)		-	-	-	-		-	-
Young Carers - YCAD 2023	-	650	-		-	650	-	(653)		3	-
Young Carers - YCAD 2024	-	-	-		-	-	700	(596)		-	104
Sefton Council (Young Carers)	-	11,191	(11,191)		-	-	-	-		-	-
Carers' Trust (Active older project)	-	15,932	(15,932)		-	-	-	-		-	-

**SEFTON CARERS CENTRE
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024**

										(Continued)
24	Restricted funds									
	Sefton MBC (COVID 19 Funding)	38,317	-	(15,064)	-	23,253	-	(11,399)	-	11,854
	CVS Warm Hub	-	60	(60)	-	-	1,940	(1,940)	-	-
	Vola Digital Connectivity	-	-	-	-	-	2,370	(2,370)	-	-
	Energy Redress	-	-	-	-	-	97,025	(97,025)	-	-
	LWS Training	-	-	-	-	-	1,600	(1,600)	-	-
		<u>203,184</u>	<u>735,978</u>	<u>(769,334)</u>	<u>(14,398)</u>	<u>155,430</u>	<u>948,707</u>	<u>(964,394)</u>	<u>(47,357)</u>	<u>92,386</u>

**SEFTON CARERS CENTRE
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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024**

24 Restricted funds

(Continued)

The Direct Payments scheme assists the cared for to meet their agreed support plan, which can be via the employment of personal assistants to meet their need. The team provide assistance with management, recruitment and payroll. The service also incorporates the provision of direct payments for carer assessment outcomes.

CVS funding enabled the centre to offer a warm space to carers with refreshments during the colder months, supporting carers struggling with high home energy costs

Living well is a partnership agreement with Sefton CVS with the aim of providing an integrated wellness service in the community with staff supporting carers and their families to improve wellbeing and resilience.

The pecuniary legacy from the late Doreen Smith, to be utilised to increase funds available for training and other activities for Carers, in accordance with Doreen's wishes.

Sefton MBC provided funds during the Covid pandemic to support the Centre to remain operational and to assist with the increased demand for carers support. The balance of the funding continues to be utilised to fund a post, as demand for carers support remains high

The young carer team were awarded a grant from Carers Trust to be used for a call-to-action event for Young Carers Action Day 2024. The event was a one-day schools' road trip during which our team personally visited every primary and secondary school in the borough with bespoke call-to-action packs to remind schools of their responsibilities to identify and support young carers.

Funding was received from the Burbobank Community Extension fund, to fund a 12 month Carer Support Liaison Officer post to enable carers to access more timely triage support and to pilot carer hospital discharge support in South Sefton.

Vola – Liverpool City Region Shared prosperity Fund, enabled funding of 2 laptops with associated IT equipment to enable carers without access to IT equipment/ internet in their own home to utilise this equipment to support IT skills and build confidence. The equipment also enables carers to access welfare benefits/blue badge applications which have online application processes

Redress Funding is distributed and administered via Energy Saving Trust. This funding is for a 2 year project (1st Feb 23 – 31st Jan 25) to support carers to access support to help them review energy usage in their home, provide them with advice and small energy efficient measures for the home such as LED light bulbs, radiator foils, draught proofing etc and explore opportunities for grants to fully/part fund new heating systems in the home, by partnering with Sefton's Affordable Warmth Team. The funding has also enabled the centre to distribute winter warm packs to carers to help them to stay warm in the colder months.

Funding from LWS, enabled training courses to be offered to carers to improve their health and wellbeing. Sessions such as yoga, meditation, chair based exercises were offered to carers via the funding.

**SEFTON CARERS CENTRE
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024**

25 Analysis of net assets between funds

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Fund balances at 31 March 2024 are represented by:						
Tangible assets	555,054	-	555,054	578,155	-	578,155
Investments	1	-	1	1	-	1
Current assets/(liabilities)	891,643	92,388	984,031	630,510	155,430	785,940
	<u>1,446,698</u>	<u>92,388</u>	<u>1,539,086</u>	<u>1,208,666</u>	<u>155,430</u>	<u>1,364,096</u>

**SEFTON CARERS CENTRE
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024**

26 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Balance at 1 April 2022 £	Expenditure £	Transfers £	Balance at 1 April 2023 £	Movement in funds			Transfers £	Balance at 31 March 2024 £
					Income £	Expenditure £			
Short Term	99,050	-	7,500	106,550	-	-	-	14,850	121,400
Long Term	46,450	-	4,300	50,750	-	-	-	7,450	58,200
Opportunistic	115,640	-	-	115,640	-	-	-	-	115,640
Building and Equipment Renewal	126,284	-	-	126,284	-	-	-	76,700	202,984
Fixed Asset Reserve	610,914	(32,760)	-	578,154	-	(23,101)	-	-	555,053
Staff Retention	64,050	(24,440)	45,437	85,047	-	-	-	49,000	134,047
Young Carers Activity	-	-	8,455	8,455	2,300	(3,211)	-	-	7,544
Lease Funding Gap	-	-	-	-	-	-	-	80,000	80,000
Marketing resources	-	-	-	-	-	-	-	6,000	6,000
	<u>1,062,388</u>	<u>(57,200)</u>	<u>65,692</u>	<u>1,070,880</u>	<u>2,300</u>	<u>(26,312)</u>	<u>234,000</u>	<u>1,280,868</u>	

**SEFTON CARERS CENTRE
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024**

26 Designated funds

(Continued)

Following a review by Sefton Carers, the Board have revised the designated funds to reflect the current operational requirements and circumstances facing the charity.

The contingency reserves policy to be based on the following principles:

- Short Term - maintain four weeks' operating cost to avoid the potential implications on cash flow of the late receipt of income from funders.
- Long Term - to reduce and minimise the risk to future income of external changes due to uncertainty of the economic environment and the continual change in the public sector financing maintain a sum equivalent to five percent of staff cost to assist potential restructuring requirements.
- Opportunistic – to support business evolution and to take advantage of potential development opportunities provide an amount equivalent of up to nine percent of annual income.
- Buildings and Equipment Renewal – to enable the replacement of key elements of fixed assets to ensure building value and operational efficiency.
- A Fixed Asset Reserve represents the net book value of the charity's assets to assist in the identification of free reserves.
- A Staff Retention fund to cover risk of a funding gap for young carers services.
- Funds set aside representing donations and receipts, received in prior years, for the specific purpose of supporting Young Carers activities when required.
- Lease funding gap - to cover a potential income gap, following an anticipated tenant change on the second floor of the building and to provide for related estate agent fees, legal fees and business rates liability.
- Marketing resources - to supplement and renew marketing resources and promote the Carers Trust new brand.

An annual review of contingency reserves is to be undertaken to determine whether the funding levels need to be amended due to evolving operational circumstances. Trustees also receive information on the utilisation of reserves as part of the budget monitoring process throughout the year, to enable any mid-year decisions to be taken, if deemed necessary.

**SEFTON CARERS CENTRE
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024**

27 Operating lease commitments

Lessor

The operating leases represent leases of property to third parties up to the contract break date. This is set out in the lease agreement, with the lessee having an option of an additional year. This additional year has not been provided due to the uncertainty whether this will be exercised.

At the reporting end date the charity had contracted with tenants for the following minimum lease payments:

	2024	2023
	£	£
Within one year	60,000	51,250

28 Cash generated from operations

	2024	2023
	£	£
Surplus/(deficit) for the year	174,990	(39,261)
Adjustments for:		
Investment income recognised in statement of financial activities	(62,028)	(19,529)
Depreciation and impairment of tangible fixed assets	23,101	32,760
Movements in working capital:		
Decrease in stocks	54	544
(Increase) in debtors	(68,402)	(15,449)
(Decrease) in creditors	(7,630)	(90,072)
Increase/(decrease) in deferred income	16,032	(8,762)
Cash generated from/(absorbed by) operations	76,117	(139,769)

29 Company limited by guarantee

Sefton Carers Centre is incorporated under the Companies Act as a company limited by guarantee. The liability of the members is limited to £10.