

THE CARE FORUM
(A COMPANY LIMITED BY GUARANTEE)
UNAUDITED
TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

THE CARE FORUM
(A COMPANY LIMITED BY GUARANTEE)

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THE CARE FORUM
(A COMPANY LIMITED BY GUARANTEE)

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 MARCH 2024

Trustees D Cottam (resigned 30 July 2024)
J Allen
G Barnes
R Butcher

Company registered number 03170666

Charity registered number 1053817

Registered office The Vassall Centre
Gill Avenue
Bristol
BS16 2QQ

Company secretary Kevin Peltonen-Messenger

Accountants Bishop Fleming LLP
Chartered Accountants
10 Temple Back
Bristol
BS1 6FL

Bankers CAF Bank Limited
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

Solicitors Quality Solicitors Burroughs Day
18-21 Queen Square
Bristol
BS1 5PT

**THE CARE FORUM
(A COMPANY LIMITED BY GUARANTEE)**

FOR THE YEAR ENDED 31 MARCH 2024

The Chair presents her statement for the year.

This past year has been one of continued success for TCF, strengthening our bond with both evolving communities and existing partners.

Our innovative and practical approach to supporting recently displaced refugees continues to be widely praised both strategically and by the people we support. I would like to thank the volunteers from across the communities we work with who have supported us with cooking, crafts and wellbeing courses. We can't thank you enough.

Additionally, we are thrilled to celebrate our success in winning multiple Healthwatch contracts across the South West of England. These tenders highlight our continued ability to represent and amplify community voices in health and social care decision-making, ensuring that the needs and experiences of local populations are at the forefront of service delivery.

Our collaboration with Bristol City Council to support the understanding and implementation of Therapeutic Communities has been another key milestone this year. This initiative is driving a deeper awareness of the importance of lived experience and therapeutic approaches as a model of care. Furthermore, we are proud to have supported the development of Domestic Abuse Lived Experience Panels, ensuring the voices of survivors are central to shaping and improving domestic abuse services.

This year, TCF has created a range of lived experience and student placement opportunities, enriching our insight and strategic contributions. We are incredibly proud and grateful for the volunteers, students, and individuals with lived experience who amplify our communities' voices and aspirations. Their input has been instrumental in areas such as substance misuse services, domestic abuse support for women, our Ageing Well panels, and our growing collaborations with academic institutions across the region.

Despite the continued financial challenges, we have managed to retain key contracts and secure several new or restructured delivery contracts, ensuring a degree of financial stability.

Our Senior Leadership team have worked hard to create a compassionate high-performing staff base. It is because of our staff and our volunteers that we continue to grow our delivery portfolio whilst remaining true to our core values.

As I reflect on the past year's achievements, I must also acknowledge the great loss of our former Chair, David Cottam. David was a passionate leader whose dedication to social inclusion made a lasting impact on TCF and the community we serve. I am grateful for his leadership and commitment over the years. As we move forward, I hope we can honour his legacy by building on the dedication he brought to our work.



Jenny Allen
Chair of Trustees

Date: 30.01.2025

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2024

The Trustees present their annual report together with the financial statements of the Charity for the year to 31 March 2024. The Annual Report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual Report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the Charity qualifies as small under section 382 of the Companies Act 2006, the Strategic Report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

OBJECTIVES AND ACTIVITIES

a. Main activities undertaken to further the charity's purposes for public benefit

The Care Forum (TCF) is an independent not for profit organisation working predominantly in Bristol, South Gloucestershire, Bath & North East Somerset, Swindon and North Somerset.

Mission: TCF works to promote health and wellbeing for all and to challenge inequalities in health and social care policy and services.

Vision: TCF's vision is that local, diverse communities can achieve and maintain good health and wellbeing, and care for themselves and each other.

Charitable Objects: TCF's charitable objectives are as follows:

1. To promote, protect and preserve the health and social welfare of all people, principally but not exclusively within the south west region.
2. To build the capacity of health and social care groups and organisations and to provide them with the support, information and services to participate in the development and planning of local health, social and community services.
3. To support individuals to access services promoting health and wellbeing, by the provision of information, advocacy, brokerage and similar activities.
4. To promote, organise and facilitate co-operation and partnership working between the social sector, statutory and other relevant bodies in the achievement of the above purposes within the area of benefit.

For the purposes of this:

- a) "all people" means everyone in a community regardless of disability, race, religion or belief, gender, age, sexual orientation or socio-economic status,
- b) "social sector" means charities, voluntary organisations, social enterprises and not for profit organisations

The Care Forum aims to be an effective, innovative and responsive organisation, which brings evidence-based intelligence and best practice together to empower our members, communities and individuals, to tackle inequality and influence improvement in the planning and delivery of health and social care services.

The key facets of TCF's work are:

- Effectiveness
- Quality assurance
- Partnership working

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024

OBJECTIVES AND ACTIVITIES (CONTINUED)

The Trustees have had due regard to the guidance published by The Charity Commission on Public Benefit when deciding the activities that the organisation should undertake.

The Care Forum specialises in the field of health and social care, providing services to individuals, representing the views of communities and diverse groups of users, and supporting the voluntary and community sector to provide and influence health and social care interventions. TCF activities fall into four broad categories:

- Direct provision of services to individuals; primarily through information and signposting, advocacy and social prescribing.
- Involving and promoting the opinions, views, needs and aspirations of local people in the development and delivery of health and social care, with a view to improving service delivery and meeting the needs of those communities most affected by health inequalities; primarily through Healthwatch.
- Facilitating, supporting and developing the voluntary and community sector's involvement in and influence of service delivery within health and social care; primarily through our membership offer and voluntary sector support services.
- Provision of volunteer opportunities for local people, with a view to increasing personal self-esteem and wellbeing, skills, confidence and readiness to work.

b. Strategies for achieving objectives

Our strategy for achieving our objectives is to measure the impact of the work we deliver, by talking to service users and partners and improving based on what we learn. We also report against key performance indicators agreed with funders such as Local Authorities, the National Lottery and Clinical Commissioning Groups.

ACHIEVEMENTS AND PERFORMANCE

a. Review of activities

The Care Forum has continued to work to promote health and wellbeing and reduce inequalities. We have delivered these aims by continuously improving the delivery of our portfolio of projects. During the past year we have focussed on ensuring inclusion and co-production are at the heart of our work and the systems we support and work within.

Activities include: Local Healthwatch, Advocacy Services, Networking and Research via our Dialogue Service, information, advice and guidance (Well Aware), other charitable groups through the Bristol Join Up project. We have further developed our insight and engagement functions and delivered work for the NHS and local clinical commissioning teams and delivered a multitude of insight and research projects in Swindon, B&NES and Wiltshire.

We continue to invest in the regions in which we work, by procuring from local providers wherever possible and ensuring that the climate emergency is embedded in our planning decision making and operational delivery.

Highlights of our achievements include:

- An increase in the number of people in both of our Healthwatch services being provided information, advice and guidance.
- Our Well Aware service leading the conversation about the need for assured directories of services at a national level
- Engaging with people who have never had the opportunity to have their voices represented at decision making processes for health and care services.

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024

ACHIEVEMENTS AND PERFORMANCE (CONTINUED)

- The development of a staff forum
- Facilitated away days to support organisational learning and develop strategy, vision and renew our mission.

Whilst we have accepted the need to work remotely, we also accept that for some staff having an accessible office is very important. Throughout the pandemic we have successfully acquired new premises and ensured desk space, break out space and equipment is accessible, up to date and fit for purpose.

The Trustees would like to take this opportunity to thank Staff and volunteers for their hard work and dedication to the organisation in what has been a challenging time.

FINANCIAL REVIEW

a. Review

The organisation has performed in accordance with its strategic and financial plan. In the year we have continued to review the organisational structure to ensure the efficient allocation of resources to achieve the charity's objectives.

b. Reserves policy

Reserves are the resources the charity has or can make available to spend, for any or all of the charity's purposes, once it has met its commitments and covered its other planned expenditure.

The Trustees consider that unrestricted funds are needed:

- a) To provide funds which can be designated to specific projects to enable those projects to be undertaken at short notice.
- b) To cover three to six months' operating costs
- c) To protect it from insolvency
- d) To prevent serious disruption to its charitable work
- e) To meet any shortfall between the anticipated income of the charity and its budgeted outgoings and its unforeseen expenditure.
- f) To replace assets as necessary

The reserves required at current operating levels would amount to between £349,000 and £697,000. The level of unrestricted reserves at the end of the financial year was £463,366.

The level of reserves is monitored and reviewed by the Trustees and reported as part of The Care Forum Annual Report.

c. Investment powers

Under the Memorandum and Articles of Association, the Charity has the power to make any investment which Trustees see fit.

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024

STRUCTURE, GOVERNANCE AND MANAGEMENT

a. Status

The Care Forum is a registered charity and a company limited by guarantee and is governed by its Memorandum and Articles of Association and the Companies Act 2006. Its company registration number is 3170666, and its charity number is 1053817.

b. Methods of appointment or election of Trustees

As set out in the Memorandum and Articles of Association, the Board of Trustees (who are directors for the purpose of company law) consists of no less than five members.

At every Annual General Meeting of the company one third of the Trustees must retire from office. The Trustees to retire are those who have been longest in office since their last election or re-election.

A retiring member is eligible for re-election.

The charitable company may, by ordinary resolution, elect a person to act as an additional Trustee and may also determine the rotation in which any additional Trustees are to retire. The Board of Trustees have power at any time to appoint any person to be a Trustee. A Trustee so appointed may only hold office until the next Annual General Meeting and, if not re-elected at that meeting, ceases to hold office.

c. Policies adopted for the induction and training of Trustees

All new Trustees undertake an induction process, including an awareness of their governance responsibilities. Trustees are also offered the opportunity to attend other relevant training courses.

d. Risk management

Internal risks are minimised by the implementation of effective internal control procedures which ensure appropriate authorisation of all transactions and projects, and consistent quality of delivery for all operational aspects of the Charity. These procedures are periodically reviewed for their continuing effectiveness. A formal review of external and internal business risks is carried out by the senior management team on an ongoing basis during the financial year, with mitigation procedures then being proactively implemented.

Approved by order of the members of the Board of Trustees and signed on their behalf by:



J Allen
Trustee

Date: 30.01.2025

THE CARE FORUM
(A COMPANY LIMITED BY GUARANTEE)

STATEMENT OF TRUSTEES' RESPONSIBILITIES
FOR THE YEAR ENDED 31 MARCH 2024

The Trustees (who are also the directors of the Charity for the purposes 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 . Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

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

The Trustees 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 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.

Approved by order of the members of the Board of Trustees and signed on its behalf by:



J Allen

Date: 30.01.2025

**THE CARE FORUM
(A COMPANY LIMITED BY GUARANTEE)**

**INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 MARCH 2024**

Independent Examiner's Report to the Trustees of The Care Forum ('the Charity')

I report to the charity Trustees on my examination of the accounts of the Charity for the year ended 31 March 2024.

Responsibilities and Basis of Report

As the Trustees of the Charity (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the Charity's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's Statement

Since the Charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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

1. accounting records were not kept in respect of the Charity as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

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. My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my work or for this report.

Signed:



Dated: 31 January 2025

David Butler FCA DChA
Bishop Fleming LLP
Chartered Accountants
10 Temple Back
Bristol
BS1 6FL

THE CARE FORUM
(A COMPANY LIMITED BY GUARANTEE)

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2024**

	Note	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Income from:					
Donations and legacies	3	102	-	102	387
Charitable activities	4	1,655	741,604	743,259	726,647
Investments	5	5,752	-	5,752	3,087
Total income		7,509	741,604	749,113	730,121
Expenditure on:					
Charitable activities	6	103,589	733,588	837,177	634,486
Total expenditure		103,589	733,588	837,177	634,486
Net (expenditure)/income		(96,080)	8,016	(88,064)	95,635
Transfers between funds	14	62,325	(62,325)	-	-
Net movement in funds		(33,755)	(54,309)	(88,064)	95,635
Reconciliation of funds:					
Total funds brought forward		497,121	157,243	654,364	558,729
Net movement in funds		(33,755)	(54,309)	(88,064)	95,635
Total funds carried forward		463,366	102,934	566,300	654,364

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 12 to 21 form part of these financial statements.

THE CARE FORUM
(A COMPANY LIMITED BY GUARANTEE)
REGISTERED NUMBER:03170666

BALANCE SHEET
AS AT 31 MARCH 2024

	Note	2024 £	2023 £
Current assets			
Debtors	12	215,999	74,305
Cash at bank and in hand		387,559	642,864
		<u>603,558</u>	<u>717,169</u>
Creditors: amounts falling due within one year	13	(37,258)	(62,805)
Net current assets		<u>566,300</u>	<u>654,364</u>
Total net assets		<u><u>566,300</u></u>	<u><u>654,364</u></u>
Charity funds			
Restricted funds	14	102,934	157,243
Unrestricted funds	14	463,366	497,121
Total funds		<u><u>566,300</u></u>	<u><u>654,364</u></u>

The Charity was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

J Allen

J Allen
Trustee
Date: 30.01.2025

The notes on pages 12 to 21 form part of these financial statements.

THE CARE FORUM
(A COMPANY LIMITED BY GUARANTEE)

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2024

	2024 £	2023 £
Cash flows from operating activities		
Net cash used in operating activities	(261,057)	75,319
Cash flows from investing activities		
Bank interest received	5,752	3,087
Net cash provided by investing activities	5,752	3,087
Cash flows from financing activities		
Net cash provided by financing activities	-	-
Change in cash and cash equivalents in the year	(255,305)	78,406
Cash and cash equivalents at the beginning of the year	642,864	564,458
Cash and cash equivalents at the end of the year	387,559	642,864

The notes on pages 12 to 21 form part of these financial statements

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

1. General information

The Care Forum is a company limited by guarantee and a charity, registered at the Charity Commission in England and Wales. The principal office is The Vassall Centre, Gill Avenue, Bristol, BS16 2QQ.

2. Accounting policies

2.1 BASIS OF PREPARATION OF FINANCIAL STATEMENTS

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - 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), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

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

2.2 GOING CONCERN

The Trustees assess whether the use of going concern is appropriate, i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the company to continue as a going concern. The Trustees make this assessment in respect of a period one year from the date of approval of the financial statements.

After making appropriate enquiries, the Board of Trustees has a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. For this reason it continues to adopt the going concern basis in preparing the financial statements.

2.3 INCOME

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

2.4 EXPENDITURE

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charity's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

2. Accounting policies (continued)

2.5 INTEREST RECEIVABLE

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charity; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

2.6 DEBTORS

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

2.7 CASH AT BANK AND IN HAND

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

2.8 LIABILITIES AND PROVISIONS

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of Financial Activities as a finance cost.

2.9 PENSIONS

The Charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Charity to the fund in respect of the year.

2.10 FUND ACCOUNTING

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and 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.

Investment income, gains and losses are allocated to the appropriate fund.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

3. Income from donations and legacies

	Unrestricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Donations	102	102	387
	<u> </u>	<u> </u>	<u> </u>
TOTAL 2023	387	387	
	<u> </u>	<u> </u>	

4. Income from charitable activities

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Grants receivable	-	404,164	404,164	526,942
Service level agreements	-	271,940	271,940	182,399
Members subscriptions	1,655	-	1,655	2,518
Additional commissioned services	-	65,500	65,500	14,788
	<u>1,655</u>	<u>741,604</u>	<u>743,259</u>	<u>726,647</u>
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
TOTAL 2023	19,264	707,383	726,647	
	<u> </u>	<u> </u>	<u> </u>	

5. Investment income

	Unrestricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Interest received	5,752	5,752	3,087
	<u> </u>	<u> </u>	<u> </u>

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024**

6. Analysis of expenditure on charitable activities

Summary by fund type

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Total 2023 £
Central Costs	103,589	-	103,589	36,643
Voluntary Sector Services	-	111,481	111,481	35,870
Advocacy Services	-	23,026	23,026	28,802
Ways to Wellbeing	-	84,006	84,006	10,468
Healthwatch	-	263,043	263,043	191,534
Well Aware	-	92,219	92,219	80,603
Small Projects	-	35,634	35,634	-
Homes for Ukraine	-	124,179	124,179	250,566
	<u>103,589</u>	<u>733,588</u>	<u>837,177</u>	<u>634,486</u>
TOTAL 2023	<u>36,643</u>	<u>597,843</u>	<u>634,486</u>	

7. Analysis of expenditure by activities

	Activities undertaken directly 2024 £	Support costs 2024 £	Total funds 2024 £	Total funds 2023 £
Central Costs	46,786	56,803	103,589	36,643
Voluntary Sector Services	100,028	11,453	111,481	35,870
Advocacy Services	18,816	4,210	23,026	28,802
Ways to Wellbeing	63,155	20,851	84,006	10,468
Healthwatch	212,142	50,901	263,043	191,534
Well Aware	80,269	11,950	92,219	80,603
Small Projects	-	35,634	35,634	-
Homes for Ukraine	106,293	17,886	124,179	250,566
	<u>627,489</u>	<u>209,688</u>	<u>837,177</u>	<u>634,486</u>
TOTAL 2023	<u>468,718</u>	<u>165,768</u>	<u>634,486</u>	

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024**

8. Independent examiner's remuneration

	2024 £	2023 £
Fees payable to the Charity's independent examiner for the independent examination of the Charity's annual accounts	5,340	4,500

9. Staff costs

	2024 £	2023 £
Wages and salaries	561,390	418,160
Social security costs	40,590	31,456
Contribution to defined contribution pension schemes	30,677	23,904
	632,657	473,520

The average number of persons employed by the Charity during the year was as follows:

	2024 No.	2023 No.
Administrative staff	5	4
Management and direct service delivery staff	18	14
	23	18

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

	2024 No.	2023 No.
In the band £60,001 - £70,000	1	1

All Trustees and certain senior employees who have authority and responsibility for planning, directing and controlling the activities of the Charity are considered to be key management personnel. Total remuneration in respect of senior employees is £119,960 (2023: £114,923).

10. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2023 - £NIL).

During the year ended 31 March 2024, expenses totalling £10 were reimbursed or paid directly to 1 Trustee (2023 - £10 to 4 Trustees). These expenses related to membership expenses.

THE CARE FORUM
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

11. Tangible fixed assets

	Fixtures and fittings £	Office equipment £	Computer equipment £	Total £
COST OR VALUATION				
At 1 April 2023	1,156	8,190	6,323	15,669
At 31 March 2024	1,156	8,190	6,323	15,669
DEPRECIATION				
At 1 April 2023	1,156	8,190	6,323	15,669
At 31 March 2024	1,156	8,190	6,323	15,669
NET BOOK VALUE				
At 31 March 2024	-	-	-	-
At 31 March 2023	-	-	-	-

12. Debtors

	2024 £	2023 £
DUE WITHIN ONE YEAR		
Other debtors	199,194	53,388
Prepayments and accrued income	16,805	20,917
	215,999	74,305

13. Creditors: Amounts falling due within one year

	2024 £	2023 £
Other taxation and social security	13,503	10,340
Other creditors	19,305	13,132
Accruals and deferred income	4,450	39,333
	37,258	62,805

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024**

14. Statement of funds

Statement of funds - current year

	Balance at 1 April 2023 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2024 £
UNRESTRICTED FUNDS					
General Funds	497,121	7,509	(103,589)	62,325	463,366
RESTRICTED FUNDS					
Healthwatch	25,863	233,250	(263,043)	-	(3,930)
Voluntary Sector Services	15,824	95,657	(111,481)	-	-
Ways to Wellbeing	3,280	80,726	(84,006)	-	-
Advocacy	(2,888)	25,914	(23,026)	-	-
Information Services	53,660	95,557	(92,219)	-	56,998
Homes for Ukraine	61,504	125,000	(124,179)	(62,325)	-
Small Projects	-	85,500	(35,634)	-	49,866
	157,243	741,604	(733,588)	(62,325)	102,934
TOTAL OF FUNDS	654,364	749,113	(837,177)	-	566,300

Healthwatch Bath and North East Somerset, Healthwatch Wiltshire and Healthwatch Swindon are the local voice and influence champions who enable people to have their say about health and social care experiences.

Dialogue (Voluntary Sector Service) enables VCSFE and local people to participate in strategic planning and the improvement of health and social care services through networks, co-production and engagement.

Ways to Wellbeing social prescribing services provide non-medical 'prescription' support enabling patients to access community based support, build community connections and improve their wellbeing.

Advocacy services provide NHS, CPA, Spot Purchase and other statutory support to people in need of having their views expressed and their care needs amended.

Well Aware (Information Services) is an award winning directory of services which allows patients, citizens and professionals to understand what and where support for them can be accessed.

Resettlement (Homes for Ukraine) services ensure that displaced populations seeking wellbeing information advice and guidance, support with inclusion, 121 trauma informed support and culturally relevant advice can access this through open and accessible support routes.

Small Projects are bespoke pieces of work which allow TCF to deliver research, insight and engagement.

Resettlement transfer of funds - the transfer of funds is to enable TCF to pay for a fully staffed service.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024**

14. Statement of funds (continued)

Statement of funds - prior year

	Balance at 1 April 2022 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2023 £
UNRESTRICTED FUNDS					
General Funds	512,526	22,738	(36,643)	(1,500)	497,121
RESTRICTED FUNDS					
Healthwatch	30,397	187,000	(191,534)	-	25,863
Voluntary Sector Services	7,306	44,388	(35,870)	-	15,824
Ways to Wellbeing	-	13,748	(10,468)	-	3,280
Advocacy	-	25,914	(28,802)	-	(2,888)
Central	(1,500)	-	-	1,500	-
Information Services	10,000	124,263	(80,603)	-	53,660
Homes for Ukraine	-	312,070	(250,566)	-	61,504
	46,203	707,383	(597,843)	1,500	157,243
TOTAL OF FUNDS	558,729	730,121	(634,486)	-	654,364

15. Analysis of net assets between funds

Analysis of net assets between funds - current period

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £
Current assets	463,366	140,192	603,558
Creditors due within one year	-	(37,258)	(37,258)
TOTAL	463,366	102,934	566,300

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

15. Analysis of net assets between funds (continued)

Analysis of net assets between funds - prior period

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £
Current assets	497,121	220,048	717,169
Creditors due within one year	-	(62,805)	(62,805)
TOTAL	497,121	157,243	654,364

16. Reconciliation of net movement in funds to net cash flow from operating activities

	2024 £	2023 £
Net income/expenditure for the period (as per Statement of Financial Activities)	(88,064)	95,635
ADJUSTMENTS FOR:		
Interest received	(5,752)	(3,087)
Decrease/(increase) in debtors	(141,694)	(25,185)
(Decrease)/increase in creditors	(25,547)	7,956
NET CASH PROVIDED BY/(USED IN) OPERATING ACTIVITIES	(261,057)	75,319

17. Analysis of cash and cash equivalents

	2024 £	2023 £
Cash in hand	308,894	564,199
Notice deposits (less than 3 months)	78,665	78,665
TOTAL CASH AND CASH EQUIVALENTS	387,559	642,864

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

18. Analysis of changes in net debt

	At 1 April 2023	Cash flows	At 31 March 2024
	£	£	£
Cash at bank and in hand	642,864	(255,305)	387,559

19. Pension commitments

The company operates a defined contribution pension scheme. The pension cost charge represents contributions payable by the charity to the fund and amounted to £30,677 (2023: £23,904). Contributions totalling £4,433 (2023: £3,391) were payable to the fund at the Balance Sheet date and are included in other creditors.

20. Related party transactions

All Trustees and certain senior employees who have authority and responsibility for planning, directing and controlling the activities of the Charity are considered to be key management personnel. Remuneration of key management personnel and remuneration and expenses of Trustees is detailed in 10.

The Charity has not entered into any related party transaction during the year, nor are there any outstanding balances owing between related parties and the Charity at 31 March 2024.

21. Acknowledgements

The Trustees gratefully acknowledge funding received from:

Bath and North East Somerset Council, Bristol City Council, Healthwatch England, Macmillan, BNSSG ICB, South Gloucestershire Council, Swindon Borough Council, Wiltshire County Council and The Advocacy People.