



Carers Support Centre  
Bristol & South Gloucestershire



Company no. 03377199  
Charity no. 1063226

# **The Carers Centre (Bristol & South Gloucestershire) Report and Audited Financial Statements**



**31 March 2022**

## **The Carers Centre (Bristol & South Gloucestershire)**

### **Reference and administrative details**

**For the year ended 31 March 2022**

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<b>Company number</b>	03377199																		
<b>Charity number</b>	1063226																		
<b>Registered office and operational address</b>	The Vassall Centre Gill Avenue Bristol BS16 2QQ																		
<b>Status</b>	The Carers Centre (Bristol and South Gloucestershire) is known locally as Carers Support Centre (CSC).																		
<b>Trustees</b>	<p>Trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows:</p> <table><tr><td>Mary Whittington</td><td>Chair</td></tr><tr><td>Andy Bell</td><td></td></tr><tr><td>Jennifer Cheshire</td><td></td></tr><tr><td>Julia Deacon</td><td>(appointed 25 August 2021, resigned 15 February 2022)</td></tr><tr><td>Sian Jones</td><td></td></tr><tr><td>Jamie Lavis</td><td>(resigned 1 September 2022)</td></tr><tr><td>Pearl Raymond</td><td>(appointed 2 February 2022)</td></tr><tr><td>Jennifer Tomkinson</td><td></td></tr><tr><td>Louise Winn</td><td></td></tr></table>	Mary Whittington	Chair	Andy Bell		Jennifer Cheshire		Julia Deacon	(appointed 25 August 2021, resigned 15 February 2022)	Sian Jones		Jamie Lavis	(resigned 1 September 2022)	Pearl Raymond	(appointed 2 February 2022)	Jennifer Tomkinson		Louise Winn	
Mary Whittington	Chair																		
Andy Bell																			
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Julia Deacon	(appointed 25 August 2021, resigned 15 February 2022)																		
Sian Jones																			
Jamie Lavis	(resigned 1 September 2022)																		
Pearl Raymond	(appointed 2 February 2022)																		
Jennifer Tomkinson																			
Louise Winn																			
<b>Company secretary</b>	Tim Poole																		
<b>Chief Executive Officer</b>	The Trustees delegate the day-to-day leadership and management of the organisation to the Chief Executive Officer, Mr Tim Poole.																		
<b>Bankers</b>	Yorkshire Bank Mcintosh House Foxbridge Way Normanton WF6 1TN																		
<b>Auditors</b>	Godfrey Wilson Limited Chartered accountants and statutory auditors 5th Floor Mariner House 62 Prince Street Bristol BS1 4QD																		

## **The Carers Centre (Bristol & South Gloucestershire)**

### **Report of the trustees**

#### **For the year ended 31 March 2022**

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The trustees present their report along with the financial statements of the charity for the year ended 31 March 2022.

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the Memorandum and Articles of Association and the Statement of Recommended Practice - Accounting and Reporting by Charities (effective from January 2019).

## **Governance and Management**

### **Governing document**

The Carers Centre (Bristol and South Gloucestershire) is a registered charity and a company limited by guarantee and is governed by its Articles and the Companies Act 1985, 2006 and the Charities Act 2006, 2011. It is known locally as Carers Support Centre (CSC) and is a network partner of Carers Trust. Whilst benefiting from access to resources and support through this membership, it retains full autonomy over local policy, governance and procedures.

### **Risk review**

The Board of Trustees delegates the evaluation of current major risks to the Risk Management and Business Continuity subcommittee, which meets twice yearly to review and update its risk register. This sub-committee reports to the full Board of Trustees. Internal risks are minimised by the implementation of effective internal control procedures, which ensure both appropriate authorisation of all transactions and consistent quality of delivery for all operational aspects of the charity. These procedures are periodically reviewed for their continuing effectiveness. The risk register was updated during the year and is a standing item for discussion at quarterly Finance and General Purpose (F&GP) Subcommittee meetings. Risk management is also a standing agenda item at other subcommittees too, which are:

- Personnel Subcommittee (PSC);
- Fundraising Subcommittee (FSC); and
- Remuneration Subcommittee (RSC).

All subcommittees have terms of reference which are reviewed annually and usually report back to the Board of Trustees before any decisions are taken.

We are still feeling the impact of the Covid-19 pandemic which has been prevalent throughout the last financial year. Actions we took in terms of revised methods of service provision and staff employment practices ensured we were able to continue to support carers with blended models of support whilst at the same time keeping our staff and the carers they support safe and well.

We have continued to take a cautious approach to lifting any restrictions and whilst we are now operating with a mixture of home and office working we are doing so carefully to minimise the risk to ourselves and others.

Residual risks specifically relating to the implications of Covid-19 are now integrated within the full organisational Risk register. These risks are reviewed quarterly within the relevant subcommittees and included in the overall organisational risk management programme. Any revised mitigations agreed are, where appropriate, included in the Business Continuity Plan.

## **The Carers Centre (Bristol & South Gloucestershire)**

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#### **For the year ended 31 March 2022**

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##### **Organisational structure**

The CEO is responsible for the day-to-day running of the organisation and line manages a senior management team, Engagement and Involvement Lead and Resources Officer. The CEO will take decisions on a day-to-day basis and refer to the chair of Trustees when appropriate.

A board of Trustees who are also the company directors are legally responsible for the organisation and governance of CSC.

A joint Trustee board and senior management team strategic plan is produced annually with quarterly update reports provided to Trustees.

##### **Appointment of Trustees**

At each Annual General Meeting one-third of the Trustees who are subject to retirement by rotation shall retire. The Trustees to retire by rotation are those who have been longest in office since their last appointment or reappointment. A retiring member is eligible for re-election.

The Charitable Company can from time to time by ordinary resolution increase or reduce the number of Trustees and determine in what rotation such increased or reduced numbers shall go out of office. The board of Trustees shall have the power at any time to appoint any person to be a Trustee against determined criteria to provide a balanced board skill set and to ensure that we remain 'carer led.' The Charitable Company may, by ordinary resolution, of which special notice has been given, remove any Trustee.

During the last twelve months one trustee appointment to the board has been made. In February 2022 Pearl Raymond joined as a Trustee. Pearl joins us with previous board experience and current lived experience of being a carer and having previously been a Carer Representative.

During the financial year, Julia Deacon resigned as a Trustee in February 2022 due to her increasing caring responsibilities.

Since the end of the financial year, in September 2022, Jamie Lavis also resigned as a Trustee due to work commitments.

We would like to put on record our thanks to both Julia and Jamie for their contribution the governance of CSC.

##### **Trustee induction and training**

CSC works in partnership both strategically and operationally with all sectors across Bristol and South Gloucestershire to raise carer awareness, increase identification and provision of support services.

CSC is a network partner of Carers Trust and can access the support from Carers Trust Network Support Manager for any governance support, advice and training. The Chair of Trustees attends quarterly regional meetings to keep abreast of developments within Carers Trust and to network with Trustees from other organisations across the South West. Carers Trust also holds an annual National Conference, which an allocated Trustee, along with the CEO, can attend, where there are specific workshops related to governance and networking opportunities.

## The Carers Centre (Bristol & South Gloucestershire)

### Report of the trustees

**For the year ended 31 March 2022**

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#### **Pay and remuneration**

The organisation has a Remuneration policy and holds two Remuneration Subcommittee (RSC) meetings during the year. In summary, the formal, considerations of the RSC are to:

- determine and keep under review the salary banding of all staff, using such market comparators as it deems suitable and taking account of the nature of the posts being considered;
- determine any annual percentage 'cost of living' change;
- consider recommendations from the Chief Executive (or Chair if in relation to the Chief Executive) following review of roles and responsibilities for individual team members;
- determine whether there should be any salary increases for staff members following review of applications submitted;
- determine and review the remuneration of the Chief Executive;
- ensure compliance with current pension law (auto enrolment) in accordance with legal requirements; and
- ensure that contractual terms on any termination of employment are fully met to protect both the individual and the charity.

#### **Vision, Mission, Objectives and Activities**

On the back of a recommendation from the Organisational Review, we undertook a review of our organisational Strategy, Mission and Values. This involved working with Trustees, staff, and carers and resulted in a new strategy being signed off, summary below:

##### **Our vision:**

***'A better life for carers of all ages where they are recognised, valued and supported in their caring role and empowered to fulfil their own aspirations.'***

##### **Our mission:**

- ***We will support carers' emotional, physical and financial health and wellbeing, building their resilience and confidence;***
- ***We will listen to and amplify carers' voices, enabling them to have a strong and independent influence on policy and services;***
- ***We will support carers to be free from inappropriate levels of care and able to live a life of their own; and***
- ***We will raise awareness of carers and the issues they face, leading to communities and organisations where carers feel recognised, welcome and supported.***

##### **Our values:**

- ***Co-producing***  
*We will be led by carers' needs involving them in service planning and development and encouraging other organisations to do the same;*
- ***Learning***  
*We will constantly review and refine our services, developing and sharing good practice;*
- ***Collaborative and connected***  
*We will be collaborative in our approach to supporting carers, working closely with partner organisations and communities to provide holistic, sustainable support; and*
- ***Empowering***  
*We will be enabling in our approach to supporting carers, building resilience and confidence, empowering them to achieve their own goals.*

## The Carers Centre (Bristol & South Gloucestershire)

### Report of the trustees

For the year ended 31 March 2022

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#### ▪ **Valuing people**

*We will treat staff, volunteers and those we work with, with respect and kindness, valuing diversity and the contribution they make.*

#### **Underpinning our strategy are our key strategic aims:**

**1. Achieving carer outcomes** – *supporting and empowering carers to achieve a better quality of life, through provision of a wide range of responsive services.*

We will:

- a. Continually enhance existing services through monitoring, impact measurement and development;
- b. Identify gaps in service provision and develop new services that are responsive to the varying and diverse needs of carers;
- c. Support carers to eliminate inappropriate caring; and
- d. Improve collection and analysis of data, to inform service delivery.

**2. Extending our reach** – *identifying carers not in contact with support services to make them aware of Carers Support Centre and what we offer.*

We will:

- a. Promote our services, so more people can self-identify as carers, and access our services;
- b. Through outreach work and partnerships with local community groups, identify seldom heard carers not currently in contact with support services; and
- c. Raise awareness across all sectors and general public by increasing knowledge and understanding of carers and their issues.

**3. Influential voice** – *promoting co-production of our services and governance and those of other organisations, through a strong, independent voice for carers.*

We will:

- a. Promote the role of carers so that they are recognised, valued and respected as expert partners in care, and part of the health and social care team;
- b. Enable carers of all ages to engage effectively with decision-makers and ensure their voices are heard;
- c. Create and promote different ways carers can input into co-production of services; and
- d. Ensure our organisation reflects carers voices through its governance and development of services.

**4. Sustainability** – *being a well-run charity attracting funders, commissioners, volunteers and supporters.*

We will:

- a. Create a flexible staffing structure to enable sustainable development of the organisation;
- b. Develop fundraising and diversify the organisation's funding base;
- c. Demonstrate high quality, impactful and value for money services;
- d. Ensure staff are supported, resourced and developed to achieve their potential;
- e. Develop volunteering to enable greater service provision and more meaningful opportunities for volunteers;
- f. Embed digital solutions to create greater efficiency and choice of services;
- g. Develop environmentally friendly premises strategy to reduce overheads, give greater community visibility and improving our carbon footprint;
- h. Adapt delivery models, developing tiered services responding to increasing demand;
- i. Provide robust governance through a diverse and skilled board, including people with lived experience of caring; and
- j. Consider the environmental impact in all decision making in line with our Policy.

## The Carers Centre (Bristol & South Gloucestershire)

### Report of the trustees

#### For the year ended 31 March 2022

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**5. Equality, diversity & inclusion** – *embedding equalities across the organisation, removing barriers to accessing our services.*

We will:

- a. Provide support to increase staff and volunteers' awareness and understanding of EDI;
- b. Embed EDI into recruitment, service planning, delivery and governance;
- c. Set clear targets and measures for our EDI work as part of our reporting structures; and
- d. Actively engage with community/interest groups as equal partners to help develop our work and increase accessibility to our services.

**6. Employer of choice** – *striving to be the charity people choose to work and volunteer for, prioritising learning, where they can make a difference alongside having a good work/life balance.*

We will:

- a. Be a caring employer, providing flexible employment opportunities and promoting a healthy work/life balance;
- b. Be a learning organisation that prioritises training and development, providing staff opportunities to grow;
- c. Encourage staff understanding and responsibility of the part they play in the organisation and empower them to play an active part in the development of services;
- d. Value staff and volunteers, recognising and rewarding their contribution;
- e. Demonstrate fair, open and transparent leadership; and
- f. All communicate respectfully and clearly across the organisation.

### Charitable objects

CSC's objects, as set out in the governing article are:

**To support adult and young (children) carers residing in Bristol and South Gloucestershire who are, or were, carrying out a caring role for persons who are disabled, elderly or ill, by the provision of practical help, advice, assistance, service, advocacy and support.**

By working to the objects as detailed above the Charity satisfies the public benefit requirement, as detailed in the Charities Act 2011 by providing practical and emotional support to carers and former carers in need, thereby improving their health, well-being and overall quality of life. Further evidence on public benefit can be found throughout this report and in the organisation's annual review.

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aim and objectives and in planning our future activities. The Trustees consider how planned activities will contribute to the aims and objectives they have set.

CSC aims to provide information and support for carers, raise awareness of carers' issues and involve carers in the planning and provision of services to meet their needs.

Our aim is to improve the emotional, social, financial and practical situation of the individual carers we support, and to work towards better support for, and understanding of, carers generally within the area of Bristol and South Gloucestershire.

## **The Carers Centre (Bristol & South Gloucestershire)**

### **Report of the trustees**

#### **For the year ended 31 March 2022**

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#### **Principles for achieving objectives**

CSC seeks to achieve its aims and outcomes through the following principles:

- a. Through adhering to key values as outlined above; and
- b. Through ensuring attention is given to quality and equality:
  - having appropriately trained and supported paid and unpaid team members, to provide emotional, practical and information support services to carers in Bristol and South Gloucestershire;
  - working to an outreach three-tiered conversation model and in partnership with locality based voluntary and statutory agencies;
  - ensuring that CSC services are open to all carers in the area, regardless of age, caring situation or protected characteristic; and
  - working to an equal opportunities and diversity policy, and from a disability equality perspective, which supports carers whilst recognising the rights and needs of the people they care for.

#### **Significant activities**

The significant activities undertaken in furtherance of these objectives are:

- the CarersLine telephone and CarersOnline advice service;
- telephone counselling;
- production and distribution of a carers' magazine;
- individual 1:1 support through carers' support workers;
- locally based support in outreach settings;
- provision of benefits advice, carers' assessments, emergency cards, emotional and practical support, advocacy, short breaks, carers' groups, activities and signposting;
- volunteer led short break and befriending services;
- support for and identification of young carers and young adult carers. Development of multi-agency strategies to recognise and support their needs, taking a whole family approach to providing support to young carers and their families;
- provision of carer engagement and involvement mechanisms to support the carers' voice and work in partnership with health, social care and other providers to develop and improve services that meet carers' needs;
- support for carers during hospital discharge and ensuring that they are recognised and valued as true partners in care thus avoiding the potential for the caring situation to break down and costly readmissions to hospital;
- GP and Hospital Liaison work to develop and sustain an information and advice service based in GP practices and hospitals; and
- provision of advice, information and support specifically to parent carers of disabled children or with a life limiting condition.

#### **Achievements and Performance**

Following is a brief snapshot of some of our key achievements.

#### **Continuity of support and services during post-pandemic transition.**

Whilst the impact of the Covid-19 pandemic is easing there were still many challenges to face as different aspects of society began to transition back to some form of normality.

As to be expected, the rate of transition varied from person to person with some desperate to get back to how it was pre-pandemic as soon as possible whereas others were, and still are, much more cautious and afraid. Similarly, individual members of staff had differing levels of anxiety depending on their circumstances.



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### **Report of the trustees**

#### **For the year ended 31 March 2022**

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Balancing these genuine desires and concerns was challenging as we gradually opened up to delivering some services face to face for the first time in over a year. Throughout this period and continuing today, our priority is the health and safety of the carers we support and our staff.

#### **Lessons from responding to the pandemic.**

During the pandemic, staff came up with new and innovative ways to support carers, many of which were very well received by carers. It soon became clear that whilst these initiatives were introduced in response to an emergency situation, they delivered for carers, in some cases better than our traditional services. As we have come out of the pandemic, we have incorporated many of these new ways of working into our ongoing support services, offering carers increased choice in how they are supported.

The pandemic also proved to be a real test for our Business Continuity Plan. Whilst the pandemic was on a scale not seen before, our plan, along with the additional individual service continuity plans drawn up by managers, enabled us to continue to support carers throughout the pandemic.

Our overall Business Continuity Plan has been revised further to take account of our experiences and learning.

None of this would have been achievable without the incredible flexibility, creativity, commitment and sheer hard work of the staff team at Carers Support Centre and our thanks and appreciation goes out to each and every one of them.

#### **Adult carers**

In 2021, **2,421** carers turned to us for help for the first time, up **20%** on the previous year.

- **CarersLine**

*Our confidential telephone information and advice line for carers.*

Carers Support Centre is available to answer any questions or listen to any concerns. We make time for everyone who contacts us. Our conversations help us to understand the difficulties that carers face. CarersLine took 4,703 calls from carers during the year.

- **Website**

Our website is a valuable resource for carers, receiving 110,000 unique visitors in the last year. We are looking to redevelop the website taking account of our experience during the pandemic when more people than before turned to it for information and advice.

- **Carers assessments**

*Help with getting and completing an all-important assessment of carers' needs. Carers Assessments are of vital importance.*

They enable us and the local councils, who provide services to carers, to get to know new carers and to have continued contact with them along their carer journey. From this understanding, despite the challenges, a lot can still be achieved in terms of good outcomes for carers and the person they care for.

## The Carers Centre (Bristol & South Gloucestershire)

### Report of the trustees

#### For the year ended 31 March 2022

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- **One-to-one support**

*Based on Carers Assessments, our Carers Support Officers work with carers identifying and providing solutions for individual and family needs.*

Carers Support Officers provide one-to-one support to individual carers. This includes emotional support, information, advice and advocacy. We work with the carer to explore the available options.

- **Carers emergency card**

Ensuring continuity of support should an adult carer have an accident or be taken seriously ill. If a carer has an accident/emergency or is taken seriously ill, then the card can be used to alert a 24-hour emergency call centre that the person they care for needs help.

We issued 744 new Carers Emergency Cards, and around 6,200 are currently registered with the scheme.

- **Wellbeing service**

*Giving carers regular telephone support and guidance through befriending, mentoring and counselling.*

We provided approximately 700 hours free counselling to 99 carers. Our impact measurement throughout their time with us showed that 89% of carers who had counselling reported an overall improvement in their wellbeing.

We provided befriending or mentoring to 77 carers. Carers regularly tell us that having that contact with others, often people who have experienced being or are a carer is a lifeline. This was particularly so during the pandemic when for some, the phone contact was their only engagement with the outside world.

- **West of England Works project**

*Employment and skills support for unpaid carers.*

West of England Works aims to support young people and adults who face multiple and complex barriers to securing sustainable employment and training.

Carers Support Centre supports carers and former carers 16+ to feel more confident and better prepared in seeking training and employment opportunities. Carers/former carers receive one-to-one tailored support that identifies their needs, creating a supportive action plan that fits around their caring responsibilities.

- **Carers break service**

*Regular volunteer sitters in South Gloucestershire giving carers a break.*

## The Carers Centre (Bristol & South Gloucestershire)

### Report of the trustees

#### For the year ended 31 March 2022

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This service benefits the carer, the cared-for person and the volunteers who do the sitting. For many carers who use this service, this is the only chance they get to take a break from their caring responsibilities, giving them an important opportunity to recharge their batteries and improve their wellbeing.

This service is still being compromised by the impact of the pandemic, but we still delivered nearly 500 hours of breaks for carers.

#### ▪ **Training and workshops**

*Addressing the needs of carers through quality, professional training.*

We provide courses to help carers manage on a day-to-day basis, particularly through our core programmes, Caring with Confidence, and Understanding and Caring for Dementia.

Due to the pandemic, much of our training was, very successfully, delivered online, including: Caring with Confidence, Understanding Dementia, Stress Management, Introduction to Mindfulness, Good Sleep, First aid, Building Resilience, Nutrition and Dementia and Introduction to Healthy Eating.

#### ▪ **Carers liaison service**

*Support for carers through GP practices and in hospital.*

##### ▪ **Hospital support**

Information and support for the carer when the cared for person is in hospital, including help with discharge planning.

##### ▪ **GP support**

A dedicated team which works with GP practices to help identify and support carers. Despite working off site for most of the year due to the pandemic, our hospital team referrals have increased by **4%** this year.

We have continued working with **65** GP practices across Bristol and South Gloucestershire. As a result of our development work and close working relationships with GP practices, they have referred **814** carers to us for support.

We updated and relaunched our GP Award Scheme during Carers Week (June 2022), carrying out 11 assessments and awarding 4 Gold, 6 Silver and 1 Bronze awards.

109 young carers have been registered with their GP practice as a carer.

### Young carers

#### ▪ **One to one support**

We work with young people in helping them to feel positive about being a young carer, feel less isolated, reduce inappropriate care, enable them to plan for their future and seek support when they need. We do this through individual and family support, activities, groups and outings.

In the last year:

- **284** young carers were referred into the service;

## The Carers Centre (Bristol & South Gloucestershire)

### Report of the trustees

#### For the year ended 31 March 2022

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- We delivered **388** one-to-one support sessions (online, phone and face to face) providing support and advocacy to young carers; and
- We carried out **288** young carers assessments.

Overall, **502** young carers are registered with us and receiving support.

#### ▪ Young carers in schools

*Run in partnership with Carers Trust and The Children's Society, the Young Carers in Schools (YCiS) programme aims to increase identification of young carers, improve outcomes and provides awards for participating schools.*

Starting with a baseline review of what a school is already doing for young carers, with the help of a dedicated development officer, the programme helps schools in supplying better support for young carers.

- **104** local schools have registered as YCiS schools and as part of the Bristol and South Gloucestershire young carers school leads network;
- **66** in Bristol (46% of all schools in Bristol);
- **38** in South Gloucestershire (36% of all schools in South Gloucestershire);
- **14** schools have achieved a YCiS Bronze Award; and
- **1** school has received a YCiS Silver Award.

The number of referrals of young carers (**117**) from schools to our service up **49%** on the previous year.

#### ▪ Young carers respite activities

*We provide a varied respite programme of day trips, residentials, groups, physical and creative activities.*

All our activities are free to young carers, including transport and admissions. Activities not only give young carers some fun and a break from caring, but they also increase resilience and confidence, create lasting friendships and peer support.

We provided **686** breaks, enjoyed by **212** young carers.

### Carers engagement & involvement

*Helping carers influence policy making and service planning.*

We help give carers a voice. As well as our role as advocates for carers, we facilitate the involvement of carers in influencing the service provision of bodies like the local councils and the NHS. We are also committed to participation by carers in the development of services we provide to them.

## **The Carers Centre (Bristol & South Gloucestershire)**

### **Report of the trustees**

#### **For the year ended 31 March 2022**

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##### **Carer reps**

During the year, carers made their voices heard to influence decision making on issues including:

- the transition out of the pandemic;
- the inaccessibility of short breaks;
- increased flexibility on carers payments;
- the difficulty in finding personal assistants;
- earlier and inappropriate discharge from hospital;
- transport as a barrier to carers and services users taking up employment; and
- education opportunities and accessing self-help groups and services.

##### **Contribution by volunteers**

Volunteers are the lifeblood of most charities with their contribution making a real difference to the people the charities support. We are no different and are fortunate to have a dedicated and committed team of volunteers helping us in a wide variety of ways. During the year, we received support from **106** volunteers, **53%** of whom were carers or former carers.

To us it's very important that volunteering is not just one way, every opportunity should be mutually beneficial. That's why we invest time in matching volunteers carefully to relevant opportunities that not only meet the needs of the charity but also those of the volunteers themselves. These vary from one volunteer to another, but just some of the benefits volunteers tell us they reap include:

- new skills and experience;
- confidence building;
- preparation for getting into or returning to work;
- social contact; and
- making new friends.

Working in this way, volunteering becomes much more enjoyable, fulfilling and sustainable.

During the pandemic, many of our volunteering opportunities had to be put on hold due to lockdown and following that some reticence on the part of both some volunteers and carers to begin meeting up again. Our sitting service was particularly hit by the pandemic.

Volunteers continued to show their worth however by being very flexible about what they did, with many taking on making Wellbeing Check phone calls to vulnerable carers.

Ordinarily, CSC offers many volunteering opportunities, such as:

- Trustees;
- Carers Sitting Service;
- Carer Representatives;
- helping at events and with our carers training course/workshops;
- Carers Groups - supporting and facilitating activities;
- Breaks for Carers (Carers Time);
- Young Carer volunteers helping with activities and fundraising;
- GP Link Volunteers;
- running workshops for adult's carers and young carers;
- admin CSC office support;
- CarersLine, Social Media; and
- Theatre Group supporters.

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A recent survey of our volunteers reported that 100% of them would recommend volunteering for CSC.

#### **Fundraising**

The key drivers for Carers Support Centre to improve our fundraising performance are:

- to build on non-statutory funded services and support, better reflecting our values as a charity supporting carers;
- to reduce the impact of the loss of one or more of our statutory contracts. However, we recognise that fundraising alone will not achieve levels sufficient to replace the current levels of statutory funding; and
- to allow Carers Support Centre to be more innovative and less constrained in how we support carers, now and into the future.

There will be a clear understanding from the Board and SMT about the priorities for fundraising every year. A prioritised list of 'projects' will be agreed which will inform the targeting of our fundraising activity. That said, we will also take advantage of ad hoc opportunities that may arise with the availability of new funding programmes.

During the year we have been successful with several funding bids. The most successful area of our fundraising is Charitable Trusts. This is not surprising as within the application process we have the opportunity to explain the need, what we do to meet that need and the impact of our support. This is harder to do when raising funds from the public at large who often respond to an emotive cause with a standout image.

We would like to thank the following for their support:

Alpkit Foundation;	Henry Nicholas Recruitment;
Bristol Brunel Lions Club;	In Memoriam of William Hancock Fund;
Bristol Breakfast Rotary Club;	Leonard Laity Stoate Charitable Trust;
Bristol Charities;	Royal Edward Lodge;
Bristol City Council Youth	No. 4140;
Sector Support Fund;	South Gloucestershire Council;
Bristol Community Health;	The Clifford Charity Oxford;
Bristol Masonic Benevolent Institution;	The Fulmer Charitable Trust;
Carers Trust;	The Thompson Charitable Trust
Clifton Down Probus Club;	Thornbury Rotary Club; and
Co-op Local Community Fund;	Warburton's Families Matter.
D'Oyly Carte Charitable Trust;	

We would also like to thank the many individuals who have donated individually, both one off and regular payments.

#### **Financial Review**

##### **Reserves**

The organisation produces its budgets using a full cost recovery model whereby the overheads and running costs are allocated across all the organisation's budget headings and income sources.

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CSC has developed a 'winding up costs' calculator, which is reviewed annually. We are therefore able to assess more accurately the cost of closing the charity in the event of a significant reduction in funding, which would cause the organisation to cease operating.

Given that our main funders are required to give us 3 months' notice of Service Level Agreement termination, there is no need to hold additional running costs for a period in reserves. The revised reserves policy is therefore that only the amount needed to cease operating be held as a free reserve.

As at 31 March 22 the winding up costs were estimated at £224K. At the point the accounts were audited (September 22) the winding up costs were estimated at £235K, which is slightly more than our current free reserves balance of £219K.

During the year, Trustees authorised a transfer of funds to designated funds to offset the one-off costs for the ODR, tendering and staff recognition payments totalling £32K.

<b>Free Reserves</b>	<b>Bfwd 1 April 2021</b>	<b>1 April – 31 March 2022</b>	<b>Cfwd 31 March 2022</b>
	<b>Surplus (Loss)</b>	<b>Surplus (Loss) Inclusive of Fund Transfer</b>	<b>Surplus (Loss)</b>
<b>General Reserves</b>	<b>444,673</b>	<b>(14,866)</b>	<b>429,807</b>
<b>Less FA Investment</b>	<b>204,308</b>	<b>6,229</b>	<b>210,537</b>
<b>Total Free Reserves</b>	<b>240,365</b>	<b>(21,095)</b>	<b>219,270</b>

#### Principal funding sources

Local Authority (Bristol City and South Gloucestershire Councils) and Clinical Commissioning Group (Bristol, North Somerset and South Gloucestershire) funding continues to account for the majority of our total annual income of £1,446,032 to deliver support services to carers of all ages.

Expenditure has supported the achievement of the budget through the employment of staff and maintenance of premises and office functions, the provision and dissemination of information, and the provision of groups, events, breaks and young people's activities. There has been some expenditure through small budgets to meet the needs of individual carers.

#### Investment policy

Our aims are to:

- invest in deposit-based investments mainly with instant access but also up to 12 months tie-in;
- make all our funds earn the maximum amount of interest whilst maintaining a positive cash flow in our bank account; and
- earn more interest than the Retail Price Index (RPI) measured annually on 1 April.

#### Investments

The charity has £150,000 (cost) on investment which is managed by St James Place Wealth Management, the performance of which is detailed in the accounts. The board regularly reviews the performance of the fund through the Finance Subcommittee.

## **The Carers Centre (Bristol & South Gloucestershire)**

### **Report of the trustees**

#### **For the year ended 31 March 2022**

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##### **Funds**

The Charity regularly reviews its funds and has transferred balances from inactive or redundant budgets to projects where the service has been continued. Where funds are restricted and there is no continuation, we have contacted the funder to discuss the possibility of alternate ways of using the underspend or whether it should be paid back.

##### **Restricted, unrestricted and designated funds**

We are reporting a surplus of £173,067 for the financial year ending 31 March 2022, £149,658 of that total was received just before the end of the financial year to cover for our new Walk & Talk service over the next 2 years.

##### **Future financial position**

Like most charities, it is difficult to predict the future financial position of the charity with any great certainty, we remain concerned about the current economic and political environment that we are working in. Whilst the impact of the pandemic is receding it has been replaced by the current global uncertainty and the cost-of-living crisis.

Having said this, we secured the following statutory funding of our core work in Bristol, funded by Bristol City Council:

- £1,122,000 over 3 years plus potential for 2 one-year extensions for our Adult Carer Support Services;
- £22,500 for one year with potential for 4 one-year extensions for our Parent Carer Support Services; and
- £178,000 over 16 months with potential for 2 one-year extensions for our Young Carers Services. (We have had verbal confirmation that the contract will be extended for one year to the end of June 2023 to enable a remodeling of the service to better manage the increasing referral rates with static funding, however, we have yet to receive written confirmation).

Our current contracts with South Gloucestershire County Council, have been extended to 30 June 2023 pending the outcome of the recent tender process. We submitted our bid in October 2022 and are awaiting the outcome.

The tenders were for:

- £725,724 over 3 years with potential for 2 one-year extensions for Adult Carers Support; and
- £162,474 over 3 years with potential for 2 one-year extensions for Health Support; and
- £303,300 over 3 years with potential for 2 one-year extensions for Young Carers Support.

We anticipate hearing the outcome of the tender process early in the new year.

The Trustees regularly consider the impact of these issues on the charity's current and future position and continue to monitor it closely.

The charity holds unrestricted, general reserves of £429,807 and designated reserves which can be drawn down if necessary. The Trustees consider that the charity has sufficient unrestricted reserves and cashflow to continue operating as a going concern for a period of at least 12 months from the date on which these financial statements are approved. For this reason, the accounts have been produced on the ongoing concern basis.



## **The Carers Centre (Bristol & South Gloucestershire)**

### **Report of the trustees**

#### **For the year ended 31 March 2022**

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##### **Plans for future periods**

- mobilisation of the new South Gloucestershire carer support services, assuming we are successful with the tender;
- review of organisational administration support and overhead costs;
- remodelling of the Young Carers service;
- design and development of a new website;
- reaccréditation of our Trusted Charity Quality Mark;
- development and implementation of credible outcome and impact measurement tools;
- fundraising to continue the Wellbeing Service, currently funded by the Big Lottery Community Fund until 30 September 2022; and
- develop a premises strategy to take account of the impact of the new ways of working on the use of office space and proposed development of the Vassall Centre.

##### **Statement of responsibilities of the trustees**

The trustees (who are also 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, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (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 income and expenditure of the charity for that period. In preparing those 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 accounting estimates that are reasonable and prudent;
- state whether applicable UK accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements; 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 proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Companies Act 2006. The trustees 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.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

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

## **The Carers Centre (Bristol & South Gloucestershire)**

### **Report of the trustees**

#### **For the year ended 31 March 2022**

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Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

#### **Auditors**

Godfrey Wilson Limited were re-appointed as auditors to the charitable company during the year and have expressed their willingness to continue in that capacity.

Approved by the trustees on 12 December 2022 and signed on their behalf by



Mary Whittington - Chair

## **Independent auditors' report**

### **To the members of**

#### **The Carers Centre (Bristol & South Gloucestershire)**

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#### **Opinion**

We have audited the financial statements of The Carers Centre (Bristol & South Gloucestershire) (the 'charity') for the year ended 31 March 2022 which comprise the statement of financial activities, the balance sheet, statement of cash flows and the related notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2022 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 trustees are responsible for the other information. The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. 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.

## **Independent auditors' report**

### **To the members of**

#### **The Carers Centre (Bristol & South Gloucestershire)**

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In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

#### **Opinion on other matters prescribed by the Companies Act 2006**

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

- the information given in the trustees' report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' report have 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 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;
- the financial statements are not in agreement with the accounting records and returns;
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not obtained all the information and explanations necessary for the purposes of our audit.

#### **Responsibilities of the trustees**

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

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

## **Independent auditors' report**

### **To the members of**

#### **The Carers Centre (Bristol & South Gloucestershire)**

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##### **Our 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.

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 procedures we carried out and the extent to which they are capable of detecting irregularities, including fraud, are detailed below:

(1) We obtained an understanding of the legal and regulatory framework that the charity operates in, and assessed the risk of non-compliance with applicable laws and regulations. Throughout the audit, we remained alert to possible indications of non-compliance.

(2) We reviewed the charity's policies and procedures in relation to:

- Identifying, evaluating and complying with laws and regulations, and whether they were aware of any instances of non-compliance;
- Detecting and responding to the risk of fraud, and whether they were aware of any actual, suspected or alleged fraud; and
- Designing and implementing internal controls to mitigate the risk of non-compliance with laws and regulations, including fraud.

(3) We inspected the minutes of trustee meetings.

(4) We enquired about any non-routine communication with regulators and reviewed any reports made to them.

(5) We reviewed the financial statement disclosures and assessed their compliance with applicable laws and regulations.

(6) We performed analytical procedures to identify any unusual or unexpected transactions or balances that may indicate a risk of material fraud or error.

(7) We assessed the risk of fraud through management override of controls and carried out procedures to address this risk. Our procedures included:

- Testing the appropriateness of journal entries;
- Assessing judgements and accounting estimates for potential bias;
- Reviewing related party transactions; and
- Testing transactions that are unusual or outside the normal course of business.

## **Independent auditors' report**

### **To the members of**

#### **The Carers Centre (Bristol & South Gloucestershire)**

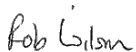
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Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. Irregularities that arise due to fraud can be even harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

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

### **Use of our report**

This report is made solely to the charity'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 charity'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 charity's members as a body, for our audit work, for this report, or for the opinions we have formed.



Date: 12 December 2022

**Rob Wilson FCA**  
**(Senior Statutory Auditor)**

For and on behalf of:

**GODFREY WILSON LIMITED**

Chartered accountants and statutory auditors

5th Floor Mariner House

62 Prince Street

Bristol

BS1 4QD

# The Carers Centre (Bristol & South Gloucestershire)

## Statement of financial activities (incorporating an income and expenditure account)

For the year ended 31 March 2022

	Note	Restricted £	Unrestricted £	2022 Total £	2021 Total £
<b>Income from:</b>					
Donations and legacies	4	19,294	7,628	<b>26,922</b>	53,316
Charitable activities:	5				
Adult carers		1,141,403	-	<b>1,141,403</b>	906,504
Young carers		260,612	-	<b>260,612</b>	286,981
Other trading activities	6	-	14,266	<b>14,266</b>	19,783
Investments		-	557	<b>557</b>	316
Other		2,159	113	<b>2,272</b>	3,737
<b>Total income</b>		<b>1,423,468</b>	<b>22,564</b>	<b>1,446,032</b>	<b>1,270,637</b>
<b>Expenditure on:</b>					
Raising funds		-	8,571	<b>8,571</b>	9,417
Charitable activities:					
Adult carers		919,061	30,975	<b>950,036</b>	902,906
Young carers		316,866	7,866	<b>324,732</b>	307,630
<b>Total expenditure</b>	7	<b>1,235,927</b>	<b>47,412</b>	<b>1,283,339</b>	<b>1,219,953</b>
Net gains on investments	12	-	10,374	<b>10,374</b>	25,657
<b>Net income / (expenditure)</b>		<b>187,541</b>	<b>(14,474)</b>	<b>173,067</b>	<b>76,341</b>
Transfers between funds		51,704	(51,704)	-	-
<b>Net movement in funds</b>	8	<b>239,245</b>	<b>(66,178)</b>	<b>173,067</b>	<b>76,341</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		228,836	583,813	<b>812,649</b>	736,308
<b>Total funds carried forward</b>		<b>468,081</b>	<b>517,635</b>	<b>985,716</b>	<b>812,649</b>

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in note 17 to the accounts.

## The Carers Centre (Bristol & South Gloucestershire)

### Balance sheet

As at 31 March 2022

	Note	2022 £	2021 £
<b>Fixed assets</b>			
Tangible assets	11	18,811	22,956
Investments	12	<u>191,726</u>	<u>181,352</u>
		<b>210,537</b>	204,308
<b>Current assets</b>			
Debtors	13	40,817	65,019
Cash at bank and in hand		<u>905,729</u>	<u>632,770</u>
		<b>946,546</b>	697,789
<b>Liabilities</b>			
Creditors: amounts falling due within 1 year	14	<u>171,367</u>	<u>89,448</u>
<b>Net current assets</b>		<u><b>775,179</b></u>	<u>608,341</u>
<b>Net assets</b>	16	<u><b>985,716</b></u>	<u><b>812,649</b></u>
<b>Funds</b>	17		
Restricted funds		468,081	228,836
Unrestricted funds:			
Designated funds		87,828	139,140
General funds		<u>429,807</u>	<u>444,673</u>
<b>Total charity funds</b>		<u><b>985,716</b></u>	<u><b>812,649</b></u>

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

Approved by the trustees on 12 December 2022 and signed on their behalf by



Mary Whittington - Chair



**The Carers Centre (Bristol & South Gloucestershire)**

**Statement of cash flows**

**For the year ended 31 March 2022**

	<b>2022</b>	2021
	<b>£</b>	£
<b>Cash used in operating activities:</b>		
<b>Net movement in funds</b>	<b>173,067</b>	76,341
Adjustments for:		
Depreciation charge	<b>12,343</b>	8,563
Depreciation on disposals	<b>(810)</b>	-
(Gains) / losses on investments	<b>(10,374)</b>	(25,657)
Interest from investments	<b>(557)</b>	(316)
Decrease / (increase) in debtors	<b>24,202</b>	(41,435)
Increase / (decrease) in creditors	<b>81,919</b>	(96,333)
<b>Net cash provided by / (used in) operating activities</b>	<b><u>279,790</u></b>	<b><u>(78,837)</u></b>
<b>Cash flows from investing activities:</b>		
Interest from investments	<b>557</b>	316
Purchase of tangible fixed assets	<b>(9,333)</b>	(16,411)
Fixed asset disposals	<b>1,945</b>	-
<b>Net cash provided by / (used in) investing activities</b>	<b><u>(6,831)</u></b>	<b><u>(16,095)</u></b>
<b>Increase / (decrease) in cash and cash equivalents in the year</b>	<b>272,959</b>	(94,932)
Cash and cash equivalents at the beginning of the year	<b><u>632,770</u></b>	<u>727,702</u>
<b>Cash and cash equivalents at the end of the year</b>	<b><u><u>905,729</u></u></b>	<b><u><u>632,770</u></u></b>

## **The Carers Centre (Bristol & South Gloucestershire)**

### **Notes to the financial statements**

#### **For the year ended 31 March 2022**

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#### **1. Accounting policies**

##### **a) Basis of preparation**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The Carers Centre (Bristol & South Gloucestershire) 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 note.

##### **b) Going concern basis of accounting**

The accounts have been prepared on the assumption that the charity is able to continue as a going concern, which the trustees consider appropriate having regard to the current level of unrestricted reserves. The charity has unrestricted net current assets of £307.1k and a cash balance of £905.7k at the balance sheet date. The charity has also had substantial contract income extended for at least 12 months from the balance sheet date. The trustees therefore consider that the charity is a going concern for a period of at least 12 months from the date on which these financial statements are approved.

##### **c) Income**

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item of income have been met, it is probable that the income will be received and the amount can be measured reliably.

When donors specify that donations given to the charity must be used in future accounting period, 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 until the pre-conditions are met.

Income from the government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of contract delivery is deferred until criteria for income recognition are met.

##### **d) 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 bank.

## The Carers Centre (Bristol & South Gloucestershire)

### Notes to the financial statements

For the year ended 31 March 2022

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#### 1. Accounting policies (continued)

##### e) Funds accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particularly areas of the charity's work or for specific projects being undertaken by the charity.

##### f) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

##### g) Allocation of support and governance costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Governance costs are the costs associated with the governance arrangements of the charity, including the costs of complying with constitutional and statutory requirements and any costs associated with the strategic management of the charity's activities. These costs have been allocated between Young Carers and Adult Carers on the basis of staff time spent on each area, as follows:

	2022	2021
Raising funds	0.0%	2.1%
Adult carers	72.4%	69.4%
Young carers	27.6%	28.5%

##### h) Tangible fixed assets

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Computer and office equipment	3 years straight line
Fixtures and fittings	5 years straight line

Items are capitalised when their purchase price exceeds £1,000.

##### i) Listed investments

Investments in quoted shares, traded bonds and similar investments are measured initially at cost and subsequently at their market value. The statement of financial activities includes the net gains and losses arising on revaluations and disposals throughout the year.

##### j) Debtors

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

##### k) Cash at bank and in hand

Cash at bank and cash 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.

## **The Carers Centre (Bristol & South Gloucestershire)**

### **Notes to the financial statements**

**For the year ended 31 March 2022**

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#### **1. Accounting policies (continued)**

##### **l) Creditors**

Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any trade discounts due.

##### **m) Financial instruments**

The charitable company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently recognised at amortised cost using the effective interest method.

##### **n) Pension costs**

The charitable company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charitable company in an independently administered fund. Pension costs charged in the financial statements represent the contributions payable by the charity during the year. The charity has no liability under the scheme other than for the payment of those contributions.

##### **o) Accounting estimates and key judgements**

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and underlying 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 if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

The key sources of estimation uncertainty that have a significant effect on the amounts recognised in the financial statements are depreciation (as described in note 1(h)) and listed investments (as described in note 1(i)).

**The Carers Centre (Bristol & South Gloucestershire)**

**Notes to the financial statements**

**For the year ended 31 March 2022**

**2. Prior period comparatives: Statement of financial activities**

	Restricted £	Unrestricted £	2021 Total £
<b>Income from:</b>			
Donations and legacies	19,245	34,071	<b>53,316</b>
Charitable activities			
Adult carers	881,504	25,000	<b>906,504</b>
Young carers	286,981	-	<b>286,981</b>
Other trading activities	-	19,783	<b>19,783</b>
Investments	-	316	<b>316</b>
Other	3,277	460	<b>3,737</b>
<b>Total income</b>	<b>1,191,007</b>	<b>79,630</b>	<b>1,270,637</b>
<b>Expenditure on:</b>			
Raising funds	-	9,417	<b>9,417</b>
Charitable activities:			
Adult carers	884,836	18,070	<b>902,906</b>
Young carers	306,817	813	<b>307,630</b>
<b>Total expenditure</b>	<b>1,191,653</b>	<b>28,300</b>	<b>1,219,953</b>
Net gains on investments	-	25,657	<b>25,657</b>
<b>Net income / (expenditure)</b>	<b>(646)</b>	<b>76,987</b>	<b>76,341</b>
Transfers between funds	45,259	(45,259)	-
<b>Net movement in funds</b>	<b>44,613</b>	<b>31,728</b>	<b>76,341</b>

## The Carers Centre (Bristol & South Gloucestershire)

### Notes to the financial statements

#### For the year ended 31 March 2022

#### 3. Government grants

The charity receives the following funding from local authorities in respect of the delivery of support for young and adult carers. There were no unfulfilled conditions or contingencies attaching to these grants in the current or prior period.

	<b>2022 Total £</b>
Bristol City Council	<b>589,305</b>
South Gloucestershire Council	<b>404,096</b>
	<b><u>993,401</u></b>

Income from government grants was fully restricted in the current year.

#### Prior period comparatives

The charity receives the following funding from local authorities in respect of the delivery of support for young and adult carers. There were no unfulfilled conditions or contingencies attaching to these grants in the current or prior period.

	Restricted £	Unrestricted £	2021 Total £
Bristol City Council	510,740	22,000	532,740
South Gloucestershire Council	<u>392,108</u>	<u>-</u>	<u>392,108</u>
	<b><u>902,848</u></b>	<b><u>22,000</u></b>	<b><u>924,848</u></b>

Income from government grants was fully restricted in the current year.

#### 4. Income from donations and legacies

	Restricted £	Unrestricted £	<b>2022 Total £</b>
Donations	17,390	6,407	<b>23,797</b>
Gift aid	<u>1,904</u>	<u>1,221</u>	<b><u>3,125</u></b>
Total income from donations and legacies	<b><u>19,294</u></b>	<b><u>7,628</u></b>	<b><u>26,922</u></b>

#### Prior period comparatives

	Restricted £	Unrestricted £	2021 Total £
Donations	18,800	33,819	<b>52,619</b>
Gift aid	<u>445</u>	<u>252</u>	<b><u>697</u></b>
Total income from donations and legacies	<b><u>19,245</u></b>	<b><u>34,071</u></b>	<b><u>53,316</u></b>

**The Carers Centre (Bristol & South Gloucestershire)**

**Notes to the financial statements**

**For the year ended 31 March 2022**

**5. Income from charitable activities**

	Restricted £	Unrestricted £	2022 Total £
<b>Adult Carers:</b>			
South Gloucestershire Council	250,570	-	<b>250,570</b>
Bristol City Council	267,110	-	<b>267,110</b>
BNSSG CCG (Bristol)	187,026	-	<b>187,026</b>
Building Better Opportunities	101,077	-	<b>101,077</b>
BNSSG CCG (South Glos)	49,100	-	<b>49,100</b>
Big Lottery Wellbeing Fund	105,817	-	<b>105,817</b>
NHS Southampton Walk & Talk	149,659	-	<b>149,659</b>
Southern Brooks Community Partnership	4,000	-	<b>4,000</b>
Quartet Community Foundation	18,807	-	<b>18,807</b>
Carers Trust	8,237	-	<b>8,237</b>
	<u>1,141,403</u>	<u>-</u>	<u><b>1,141,403</b></u>
<b>Young Carers:</b>			
South Gloucestershire Council	104,426	-	<b>104,426</b>
Bristol City Council	135,169	-	<b>135,169</b>
Bristol Charities	9,857	-	<b>9,857</b>
Quartet Community Foundation	4,030	-	<b>4,030</b>
Carers Trust	750	-	<b>750</b>
Alpkit Foundation	180	-	<b>180</b>
Brother Jonathon Trust	1,800	-	<b>1,800</b>
Doyly Carte Charitable Trust	4,000	-	<b>4,000</b>
Warburtons Community Fund	400	-	<b>400</b>
	<u>260,612</u>	<u>-</u>	<u><b>260,612</b></u>
Total income from charitable activities	<u><u>1,402,015</u></u>	<u><u>-</u></u>	<u><u><b>1,402,015</b></u></u>

**The Carers Centre (Bristol & South Gloucestershire)**

**Notes to the financial statements**

**For the year ended 31 March 2022**

**5. Income from charitable activities (continued)**

**Prior period comparatives**

	Restricted £	Unrestricted £	2021 Total £
<b>Adult Carers:</b>			
South Gloucestershire Council	241,908	-	<b>241,908</b>
Bristol City Council	189,317	-	<b>189,317</b>
BNSSG CCG (Bristol)	187,026	-	<b>187,026</b>
Building Better Opportunities	87,474	-	<b>87,474</b>
BNSSG CCG (South Glos)	49,100	-	<b>49,100</b>
Big Lottery Wellbeing Fund	102,008	-	<b>102,008</b>
Garfield Weston	-	25,000	<b>25,000</b>
Southern Brooks Community Partnership	4,000	-	<b>4,000</b>
Quartet Community Foundation	14,720	-	<b>14,720</b>
Bristol Charities	4,319	-	<b>4,319</b>
Carers Trust	1,500	-	<b>1,500</b>
Delivery of courses	132	-	<b>132</b>
	<u>881,504</u>	<u>25,000</u>	<u><b>906,504</b></u>
<b>Young Carers:</b>			
South Gloucestershire Council	101,100	-	<b>101,100</b>
Bristol City Council	134,397	-	<b>134,397</b>
The Nisbet Foundation	10,000	-	<b>10,000</b>
The Julia and Hans Rausing Trust	13,061	-	<b>13,061</b>
Sunrise Foundation	6,283	-	<b>6,283</b>
Bristol Charities	7,659	-	<b>7,659</b>
John James Bristol Foundation	7,500	-	<b>7,500</b>
Voscur	5,267	-	<b>5,267</b>
Quartet Community Foundation	1,214	-	<b>1,214</b>
Carers Trust	500	-	<b>500</b>
	<u>286,981</u>	<u>-</u>	<u><b>286,981</b></u>
Total income from charitable activities	<u><u>1,168,485</u></u>	<u><u>25,000</u></u>	<u><u><b>1,193,485</b></u></u>

**6. Income from other trading activities**

	2022 Total £	2021 Total £
Management fees and recharges	<b>10,769</b>	15,931
100+ club lottery	<b>3,461</b>	3,852
Book Sales	<b>36</b>	-
Total income from other trading activities	<u><u><b>14,266</b></u></u>	<u><u>19,783</u></u>

Income from other trading activities was fully unrestricted in the current and prior year.



**The Carers Centre (Bristol & South Gloucestershire)**

**Notes to the financial statements**

**For the year ended 31 March 2022**

**7. Total expenditure**

	Raising funds £	Adult carers £	Young carers £	Support and governance costs £	2022 Total £
Wages and salaries (note 9)	6,684	628,346	203,817	244,930	<b>1,083,777</b>
Carers activities	-	6,323	16,321	-	<b>22,644</b>
Premises costs	-	4,724	562	39,679	<b>44,965</b>
Office costs	-	10,854	2,625	22,473	<b>35,952</b>
Publicity and printing	-	22,188	-	3,538	<b>25,726</b>
Other staff costs	-	7,947	691	3,152	<b>11,790</b>
Travel and subsistence	-	3,656	1,891	40	<b>5,587</b>
Legal and professional fees	-	-	-	26,393	<b>26,393</b>
Fundraising expenses	1,783	792	-	-	<b>2,575</b>
Subscriptions and publications	-	422	182	5,607	<b>6,211</b>
Audit	-	-	-	4,200	<b>4,200</b>
Depreciation	-	9,080	1,435	1,828	<b>12,343</b>
Volunteer expenses	-	-	-	277	<b>277</b>
Trustees expenses	-	-	-	64	<b>64</b>
Sundries	-	-	-	561	<b>561</b>
Bank charges	-	-	-	274	<b>274</b>
Sub-total	8,467	694,332	227,524	353,016	<b>1,283,339</b>
Allocation of support and governance costs	104	255,704	97,208	(353,016)	<b>-</b>
<b>Total expenditure</b>	<b>8,571</b>	<b>950,036</b>	<b>324,732</b>	<b>-</b>	<b>1,283,339</b>

Total governance costs were £4,264 (2021: £4,657)

**The Carers Centre (Bristol & South Gloucestershire)**

**Notes to the financial statements**

**For the year ended 31 March 2022**

**7. Total expenditure (continued)**

**Prior period comparatives**

	Raising funds £	Adult carers £	Young carers £	Support and governance costs £	2021 Total £
Wages and salaries (note 9)	-	620,734	199,406	239,774	<b>1,059,914</b>
Carers activities	-	4,548	7,191	-	<b>11,739</b>
Premises costs	-	5,541	464	39,281	<b>45,286</b>
Office costs	4	12,974	2,711	18,229	<b>33,918</b>
Publicity and printing	-	19,301	-	2,584	<b>21,885</b>
Other staff costs	-	4,969	3,020	2,803	<b>10,792</b>
Travel and subsistence	-	1,515	869	1,687	<b>4,071</b>
Legal and professional fees	-	800	-	8,858	<b>9,658</b>
Fundraising expenses	2,546	-	-	-	<b>2,546</b>
Subscriptions and publications	-	1,009	31	4,709	<b>5,749</b>
Audit	-	-	-	3,690	<b>3,690</b>
Depreciation	-	5,650	1,167	1,746	<b>8,563</b>
Volunteer expenses	-	-	-	541	<b>541</b>
Trustees expenses	-	-	-	967	<b>967</b>
Sundries	-	-	-	326	<b>326</b>
Bank charges	-	-	-	308	<b>308</b>
Sub-total	2,550	677,041	214,859	325,503	<b>1,219,953</b>
Allocation of support and governance costs	6,867	225,865	92,771	(325,503)	-
<b>Total expenditure</b>	<b>9,417</b>	<b>902,906</b>	<b>307,630</b>	<b>-</b>	<b>1,219,953</b>

## The Carers Centre (Bristol & South Gloucestershire)

### Notes to the financial statements

#### For the year ended 31 March 2022

#### 8. Net movement in funds

This is stated after charging:

	2022 £	2021 £
Depreciation	12,343	8,563
Operating lease rentals	41,906	37,394
Trustees' remuneration	Nil	Nil
Trustees' reimbursed expenses	64	Nil
Auditors' remuneration:		
▪ Audit	4,200	3,690
▪ Other services	Nil	Nil

During the year, four trustees were reimbursed for DBS checks and conference attendance costs (2021: no reimbursed trustee expenses in the year).

#### 9. Staff costs and numbers

Staff costs were as follows:

	2022 £	2021 £
Salaries and wages	945,333	941,114
Social security costs	64,059	63,129
Pension costs	38,353	36,580
Agency and self employed staff	36,032	19,091
	<u>1,083,777</u>	<u>1,059,914</u>

No employee earned more than £60,000 during the year.

The key senior management staff of the group comprise the Chief Executive Officer, the Young Carer Service Manager, Finance Manager, Carers Support and Health Team Manager and the Marketing and Communications Manager. The total employee benefits of the key senior management personnel of the group were £182,011 (2021: £194,270).

	2022 No.	2021 No.
Average head count	<u>57</u>	<u>60</u>

#### 10. Taxation

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

**The Carers Centre (Bristol & South Gloucestershire)**

**Notes to the financial statements**

**For the year ended 31 March 2022**

**11. Tangible fixed assets**

	Fixtures and fittings £	Computer and office equipment £	Total £
<b>Cost</b>			
At 1 April 2021	1,332	32,671	<b>34,003</b>
Additions in year	-	9,333	<b>9,333</b>
Disposals	-	(1,945)	<b>(1,945)</b>
At 31 March 2022	<u>1,332</u>	<u>40,059</u>	<u><b>41,391</b></u>
<b>Depreciation</b>			
At 1 April 2021	222	10,825	<b>11,047</b>
Charge for the year	266	12,077	<b>12,343</b>
Depreciation on disposals	-	(810)	<b>(810)</b>
At 31 March 2022	<u>488</u>	<u>22,092</u>	<u><b>22,580</b></u>
<b>Net book value</b>			
<b>At 31 March 2022</b>	<u><b>844</b></u>	<u><b>17,967</b></u>	<u><b>18,811</b></u>
At 31 March 2021	<u>1,110</u>	<u>21,846</u>	<u>22,956</u>

**12. Investments**

	Listed investments £	<b>2022</b> £	2021 £
Market value at 1 April 2021	181,352	<b>181,352</b>	155,695
Unrealised gains	<u>10,374</u>	<u><b>10,374</b></u>	<u>25,657</u>
<b>Market value at 31 March 2022</b>	<u>191,726</u>	<u><b>191,726</b></u>	<u>181,352</u>
<b>Historical cost at 31 March 2021</b>	<u>142,500</u>	<u><b>142,500</b></u>	<u>142,500</u>

**13. Debtors**

	<b>2022</b> £	2021 £
Trade debtors	<b>5,145</b>	38,519
Other debtors	<b>491</b>	2,076
Prepayments	<b>10,018</b>	23,095
Accrued income	<u><b>25,163</b></u>	<u>1,329</u>
	<u><b>40,817</b></u>	<u>65,019</u>

**The Carers Centre (Bristol & South Gloucestershire)**

**Notes to the financial statements**

**For the year ended 31 March 2022**

**14. Creditors : amounts due within 1 year**

	<b>2022</b>	2021
	£	£
Trade creditors	<b>16,005</b>	24,381
Other creditors	<b>2,785</b>	3,471
Social security and pension costs	<b>14,821</b>	15,124
Accruals	<b>26,523</b>	22,762
Deferred income (note 15)	<b>111,233</b>	23,710
	<b><u>171,367</u></b>	<b><u>89,448</u></b>

**15. Deferred income**

	<b>2022</b>	2021
	£	£
At 1 April 2021	<b>23,710</b>	114,702
Deferred during the year	<b>111,233</b>	23,710
Released during the year	<b>(23,710)</b>	(114,702)
<b>At 31 March 2022</b>	<b><u>111,233</u></b>	<b><u>23,710</u></b>

Deferred income relates to contract delivery invoiced in advance.

**16. Analysis of net assets between funds**

	Restricted funds £	Designated funds £	General funds £	Total funds £
Tangible fixed assets	-	-	18,811	<b>18,811</b>
Non-current investments	-	-	191,726	<b>191,726</b>
Current assets	579,314	87,828	279,404	<b>946,546</b>
Current liabilities	(111,233)	-	(60,134)	<b>(171,367)</b>
<b>Net assets at 31 March 2022</b>	<b><u>468,081</u></b>	<b><u>87,828</u></b>	<b><u>429,807</u></b>	<b><u>985,716</u></b>
<b>Prior period comparatives</b>	Restricted funds £	Designated funds £	General funds £	Total funds £
Tangible fixed assets	-	-	22,956	<b>22,956</b>
Non-current investments	-	-	181,352	<b>181,352</b>
Current assets	252,546	139,140	306,103	<b>697,789</b>
Current liabilities	(23,710)	-	(65,738)	<b>(89,448)</b>
<b>Net assets at 31 March 2021</b>	<b><u>228,836</u></b>	<b><u>139,140</u></b>	<b><u>444,673</u></b>	<b><u>812,649</u></b>

**The Carers Centre (Bristol & South Gloucestershire)**

**Notes to the financial statements**

**For the year ended 31 March 2022**

**17. Movements in funds**

	At 1 April 2021 £	Income £	Expenditure £	Transfers & gains / losses £	At 31 March 2022 £
<b>Restricted funds</b>					
Asset Fund	395	764	(377)	-	782
BCYPS Parent Carer	10,355	20,579	(23,121)	-	7,813
Bristol City Council Core	40,572	168,538	(157,539)	-	51,571
Bristol CCG	27,696	22,026	(21,958)	-	27,764
Bristol Tel. Counselling Service	1,522	-	(1,504)	1,500	1,518
Carers in Paid Employment	5,604	-	-	(1,500)	4,104
Carers Health Strategic work	14,764	214,100	(206,350)	-	22,514
Covid-19	4,622	8,662	(5,206)	-	8,078
Covid-19 Core	-	78,043	(32,483)	-	45,560
Covid R & S Quartet	9,800	-	(5,093)	-	4,707
CT Death Café Project	377	(377)	-	-	-
Digital Project BCH	-	18,807	-	-	18,807
GP Practice Film	4,319	-	(2,874)	-	1,445
NHS Southampton Walk and Talk	-	149,659	-	-	149,659
Rausing Charity Survival Fund	2,138	-	(1,427)	-	711
South Glos Core	-	243,484	(253,685)	10,201	-
South Glos Wellbeing Training	391	4,000	(4,099)	-	292
Training (Carers)	693	8,614	(5,520)	-	3,787
Transformation fund	4,900	-	(61)	-	4,839
Wellbeing Fund	18,567	105,817	(106,797)	-	17,587
West of England Works	5,751	101,077	(92,394)	-	14,434
YAC Walk & Talk	5,267	-	(2,751)	-	2,516
YC Activity Grants	20,042	26,015	(14,933)	(9)	31,115
YC Bristol	-	133,497	(156,439)	22,942	-
YC Donations	31,549	16,164	(15,971)	491	32,233
YC Donations (Bristol)	4,672	173	(101)	18	4,762
YC Donations (South Glos)	5,097	2,426	(3,247)	-	4,276
YC in Education	-	300	(5,220)	4,920	-
YC South Glos Council Core	-	101,100	(114,241)	13,141	-
YC Swimming	6,261	-	(565)	-	5,696
YC 13 Up Group	3,482	-	(1,971)	-	1,511
<b>Total restricted funds</b>	<b>228,836</b>	<b>1,423,468</b>	<b>(1,235,927)</b>	<b>51,704</b>	<b>468,081</b>

**The Carers Centre (Bristol & South Gloucestershire)**

**Notes to the financial statements**

**For the year ended 31 March 2022**

**17. Movements in funds (continued)**

	At 1 April 2021 £	Income £	Expenditure £	Transfers & gains / losses £	At 31 March 2022 £
<b>Unrestricted funds</b>					
<i>Designated funds:</i>					
100+ Club Lottery	15,268	3,461	(1,793)	-	<b>16,936</b>
Carers Contingency Reserve	1,476	-	(150)	-	<b>1,326</b>
Investment Reserve	44,805	-	(6,684)	-	<b>38,121</b>
Young Carers Zone	1,027	-	(562)	-	<b>465</b>
Trustee Designated Reserves	-	-	(26,526)	32,146	<b>5,620</b>
Carers Support and Development Reserve	76,564	-	-	(51,204)	<b>25,360</b>
<i>Total designated funds</i>	<u>139,140</u>	<u>3,461</u>	<u>(35,715)</u>	<u>(19,058)</u>	<b>87,828</b>
General funds	<u>444,673</u>	<u>19,103</u>	<u>(11,697)</u>	<u>(22,272)</u>	<b>429,807</b>
<b>Total unrestricted funds</b>	<u>583,813</u>	<u>22,564</u>	<u>(47,412)</u>	<u>(41,330)</u>	<b>517,635</b>
<b>Total funds</b>	<u>812,649</u>	<u>1,446,032</u>	<u>(1,283,339)</u>	<u>10,374</u>	<b>985,716</b>

**Purposes of restricted funds**

<b>Asset Fund</b>	Funding towards the purchase of 2 staff bikes (one electric) and associated equipment.
<b>BCYPS Parent Carer</b>	Providing information, advocacy and advice to Parent Carers in Bristol.
<b>Bristol City Council Core</b>	Statutory funding to provide practical and emotional support services to adult carers.
<b>Bristol CCG</b>	To provide one to one support and Carers Groups.
<b>Bristol Telephone Counselling Service</b>	Service developed from the BAB Telephone Counselling pilot project to provide a counselling service to carers over 50 in Bristol.
<b>Carers in Paid Employment</b>	To work with employers to identify and support carers in the workplace.
<b>Carers Health Strategic work</b>	To support NHS Bristol embed the carers agenda across primary and acute care.

## **The Carers Centre (Bristol & South Gloucestershire)**

### **Notes to the financial statements**

**For the year ended 31 March 2022**

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#### **17. Movements in funds (continued)**

##### **Purposes of restricted funds (continued) Covid R & S Quartet**

Funding received for additional IT and communications resources over 12 months. This will help CSC offer flexible homeworking in the future, with appropriate IT support, streamline our working practices through increased digitalisation, provide and refine service alternatives for those carers who prefer to access services remotely and/or at a time that's convenient to them – because they cannot leave the person they care for and support staff with digital comms expertise to promote services, raise awareness of carers' needs and provide a voice for carers.

##### **CT Death Café Project**

Funding received to run 2 death cafes, specifically for older male carers in partnership with Marie Curie.

##### **Digital Project BCH**

Two year funding for the digital transformation of processes and internal infrastructure to achieve a step change in the organisation's sustainability and performance supporting the health and well-being of carers.

##### **GP Practice Film**

Funding received to produce a film to be used in GP Practices and a wider awareness campaign to reach out and identify carers, raise awareness of who a carer is and outline our support services.

##### **NHS Southampton Walk and Talk**

Two year funding to run 6 x weekly walk and talk sessions for adult carers in green spaces across Bristol and South Glos to help improve carers health and wellbeing and to reduce isolation. The funding also covers some community development work by the Project Manager to increase the number of carers from under represented communities who are identified and supported by us and primary care.

##### **Rausing Charity Survival Fund**

Funding received to contribute towards administration costs for Young Carers activities and Adult Carers training and activities. Also includes funding for five laptops to assist with home working.

##### **South Glos Core**

Statutory funding to provide practical and emotional support services to adult carers.

##### **South Glos Wellbeing Training**

Funding received to deliver training courses to SG Adult Carers.



## **The Carers Centre (Bristol & South Gloucestershire)**

### **Notes to the financial statements**

**For the year ended 31 March 2022**

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#### **17. Movements in funds (continued)**

##### **Purposes of restricted funds (continued)**

##### **Training (Carers)**

Funding received to deliver various training courses and workshops for Adult Bristol Carers.

##### **Transformation fund**

Specific funding to transform the delivery of our one to one support to older carers in Bristol.

##### **Travelwest Wellbeing**

Funding received to deliver a workshop to employees to support and advise them on how to improve their mental health and reduce stress through physical activity.

##### **Wellbeing Fund**

A 5 year project to support carers to maintain their health and wellbeing and build resilience through telephone based counselling, befriending and mentoring.

##### **West of England Works**

A three year project to support carers back into employment, training or education.

##### **YAC Walk & Talk**

Funding to deliver Walk-and-talk sessions for young adult carers with the aim to help reduce the negative impact of COVID-19 and the widening of the inequalities in sport and physical activity.

##### **YC Activity Grants**

Grants from various sources specifically given to enable young carers to participate in a diverse range of activities and groups. This gives the young carers an opportunity to meet other young carers for a break from their caring responsibilities, have fun and gain new skills.

##### **YC Bristol**

Statutory funding to provide practical and emotional support services to young carers.

##### **Young Carers Donations**

Donations from various sources specifically given for the benefit of young carers. Transfers have been made to Young Carers South Gloucestershire to cover deficits on those projects.

##### **Young Carers in Education**

School membership programme to raise awareness and provide support to member schools.

##### **YC South Glos Council Core**

Statutory funding to provide practical and emotional support services to young carers.

##### **Young Carers Swimming**

To provide young carers with access to swimming lessons.

## **The Carers Centre (Bristol & South Gloucestershire)**

### **Notes to the financial statements**

**For the year ended 31 March 2022**

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#### **17. Movements in funds (continued)**

##### **Purposes of restricted funds (continued)**

##### **Young Carers 13 Up Club**

Funding received to run groups for South Gloucester teenage young carers. The young carers meet monthly at a local youth centre/church and it gives them a chance to meet other young carers for a break from their caring responsibilities. The young carers have great fun and gain many new skills whilst taking part in a wide range of activities.

##### **Purposes of designated funds**

##### **100+ Club Lottery**

Income from the organisations lottery to provide support to carers.

##### **Carers Contingency Reserve**

Accumulated funds to support specific carer needs which cannot be funded in the short term from other available resources.

##### **Covid-19**

Funds set aside by the trustees to cover additional costs due to Covid-19.

##### **Investment Reserve**

Funds set aside by the trustees in anticipation of future, as yet unspecified, projects based approximately on the interest earned each year on bank balances held.

##### **Young Carers Zone**

Capital project to provide a dedicated space for young carers and young adult carers.

##### **Carers Support and Development Reserve**

Funds set aside by trustees to be allocated for specific new project development work and/or to provide interim support for existing work, which may be at risk, whilst awaiting the outcome of continuation funding decisions and to cover the costs of any subsequent employer statutory responsibilities.

**The Carers Centre (Bristol & South Gloucestershire)**

**Notes to the financial statements**

**For the year ended 31 March 2022**

**17. Movements in funds (continued)**

**Prior period comparatives**

	At 1 April 2020 £	Income £	Expenditure £	Transfers & gains / losses £	At 31 March 2021 £
<b>Restricted funds</b>					
Activity Groups	2,540	-	(4,101)	1,561	-
Asset Fund	1,043	-	(648)	-	395
BCYPS Parent Carer	12,699	20,578	(22,922)	-	10,355
BAB Community Champions	7,548	-	(13)	(7,535)	-
Bristol City Council Core	20,350	170,776	(150,554)	-	40,572
Bristol CCG	27,578	22,026	(21,908)	-	27,696
Bristol Tel. Counselling Service	1,524	-	(2)	-	1,522
Carers in Paid Employment	7,404	-	(1,800)	-	5,604
Carers Health Strategic work	19,009	214,232	(218,477)	-	14,764
Covid-19	-	8,303	(13,124)	9,443	4,622
Covid R & S Quartet	-	9,800	-	-	9,800
CT Death Café Project	-	1,500	(1,123)	-	377
GP Practice Film	-	4,319	-	-	4,319
Rausing Charity Survival Fund	-	13,061	(10,923)	-	2,138
South Glos Core	-	242,596	(247,542)	4,946	-
South Glos Wellbeing Training	91	4,000	(3,700)	-	391
Training (Carers)	4,297	-	(3,604)	-	693
Transformation fund	4,900	-	-	-	4,900
Travelwest Wellbeing	-	250	(250)	-	-
Wellbeing Fund	19,411	102,008	(102,852)	-	18,567
West of England Works	10,493	87,474	(92,216)	-	5,751
YAC Walk & Talk	-	5,267	-	-	5,267
YC Activity Grants	1,200	25,472	(9,133)	2,503	20,042
YC Bristol	(12,742)	133,747	(147,093)	26,088	-
YC Donations	33,346	9,516	(8,810)	(2,503)	31,549
YC Donations (Bristol)	4,445	1,000	(773)	-	4,672
YC Donations (South Glos)	6,558	20	(1,481)	-	5,097
YC in Education	5,096	10,000	(16,962)	1,866	-
YC South Glos Council Core	-	101,350	(110,240)	8,890	-
YC Swimming	6,261	-	-	-	6,261
YC 13 Up Group	1,172	3,712	(1,402)	-	3,482
<b>Total restricted funds</b>	<b>184,223</b>	<b>1,191,007</b>	<b>(1,191,653)</b>	<b>45,259</b>	<b>228,836</b>

**The Carers Centre (Bristol & South Gloucestershire)**

**Notes to the financial statements**

**For the year ended 31 March 2022**

**17. Movements in funds (continued)**

**Prior period comparatives (continued)**

	At 1 April 2020 £	Income £	Expenditure £	Transfers & gains / losses £	At 31 March 2021 £
<b>Unrestricted funds</b>					
<i>Designated funds:</i>					
100+ Club Lottery	13,197	3,852	(1,781)	-	15,268
Carers Contingency Reserve	1,426	299	(249)	-	1,476
CEO recruitment	2,977	-	(2,854)	(123)	-
Covid-19	9,443	-	-	(9,443)	-
Investment Reserve	51,531	-	(6,726)	-	44,805
Young Carers Zone	1,027	-	-	-	1,027
Carers Support and Development Reserve	<u>112,257</u>	<u>-</u>	<u>-</u>	<u>(35,693)</u>	<u>76,564</u>
<i>Total designated funds</i>	<u>191,858</u>	<u>4,151</u>	<u>(11,610)</u>	<u>(45,259)</u>	<u>139,140</u>
General funds	<u>360,227</u>	<u>75,479</u>	<u>(16,690)</u>	<u>25,657</u>	<u>444,673</u>
<b>Total unrestricted funds</b>	<u>552,085</u>	<u>79,630</u>	<u>(28,300)</u>	<u>(19,602)</u>	<u>583,813</u>
<b>Total funds</b>	<u><u>736,308</u></u>	<u><u>1,270,637</u></u>	<u><u>(1,219,953)</u></u>	<u><u>25,657</u></u>	<u><u>812,649</u></u>

**18. Financial instruments at fair value**

	<b>2022</b> £	2021 £
Financial assets measured at fair value	<u><b>191,726</b></u>	<u>181,352</u>

Financial assets measured at fair value comprise listed investments.

**19. Operating lease commitments**

The charity had operating leases at the year end with total future minimum lease payments as follows:

	<b>2022</b> £	2021 £
Amount falling due:		
Within 1 year	<b>38,195</b>	37,394
Within 1 - 5 years	<u><b>28,097</b></u>	<u>48,388</u>
	<u><b>66,292</b></u>	<u>85,782</u>

## **The Carers Centre (Bristol & South Gloucestershire)**

### **Notes to the financial statements**

#### **For the year ended 31 March 2022**

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#### **20. Related party transactions**

Sian Jones, a trustee, is also a trustee of Voscur Ltd until 25 November 2021. In the year ending 31 March 2022, the charity paid Voscur Ltd £14,914 (2021: £2,195) for recruitment services and staff and trustee training. The Carers Centre owed nil at year end (2021: £1,831).

Andrew Bell, who became a trustee in the financial year, is also a trustee of Southern Brooks Community Partnerships. In the year ending 31 March 2021, the charity received £4,000 from Southern Brooks Community Partnerships (2020: £4,000) for delivery of the South Glos Wellbeing Training project.

The trustees are not aware of any other related party transactions in the current or prior year.