



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 2024

The Carers Centre (Bristol & South Gloucestershire)

Reference and administrative details

For the year ended 31 March 2024

Company number	03377199
Charity number	1063226
Registered office and operational address	The Vassall Centre Gill Avenue Bristol BS16 2QQ
Status	The Carers Centre (Bristol & South Gloucestershire) is known locally as Carers Support Centre (CSC).
Trustees	Trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows: Mary Whittington Chair Andy Bell Treasurer (Deceased 6 September 2023) Jennifer Cheshire Graham Hunt (Appointed 15 September 2023) Sian Jones Pearl Raymond Jennifer Tomkinson Louise Winn
Company secretary	Tim Poole (Resigned 14 March 2024) Carl Tams (Appointed 14 March 2024)
Chief Executive Officer	The Trustees delegate the day-to-day leadership and management of the organisation to the Chief Executive Officer, Mr Tim Poole (resigned 14 March 2024), succeeded by Carl Tams (appointed 14 March 2024).
Bankers	Virgin Money 5 Northgate Street Gloucester GL1 2AH
Auditors	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 2024

The trustees present their report along with the financial statements of the charity for the year ended 31 March 2024.

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, 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[1] 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

All identified risks are allocated to the relevant sub-committee of the board to monitor. The Board of Trustees delegates the evaluation of risks to the relevant subcommittees, which meet quarterly to review and update the risk register. Major risks and/or new or increasing risks are reviewed by the full board quarterly.

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 throughout the year and is a standing item for discussion at all Subcommittee meetings, namely:

- Finance Subcommittee (FSC);
- Personnel Subcommittee (PSC);
- Fundraising Subcommittee (FRSC); and
- Service and Quality Subcommittee (S&QSC).

All subcommittees have terms of reference which are reviewed annually and report back to the Board of Trustees before any major decisions, not covered by delegated authority, are taken.

Organisational Structure

The CEO is responsible for the day-to-day running of the organisation and line manages a Senior Management Team and Policy and Engagement Lead. 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.

Appointment of Trustees

Trustees are recruited by personal contact, word of mouth and advertisement. Selection is based on information provided on an application form, whenever possible filling gaps in skills and experience identified by an annual skills audit of existing trustees, and by interview.

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Report of the trustees

For the year ended 31 March 2024

Trustee Induction and Training

Trustee induction is a key part of making our trustee board effective. It provides an opportunity to learn about their role and about different aspects of the organisation.

The aim of the induction process is to ensure that trustees have the skills and knowledge to equip them to:

- Share the values that underpin Carers Support Centre's (CSC's) work;
- Understand the outcomes that CSC is endeavouring to create and achieve;
- Be knowledgeable about the range of services that CSC provides;
- Be aware of the financial situation of the organisation, including key sources of funding and areas of risk;
- Understand their responsibilities as both Company Director and Trustee;
- Understand the governing document;
- Be aware of the staff structure of the organisation and the flow of delegated responsibility within the structure; and
- Understand the range of networks to which CSC relates and the organisations with which it has a 'special' relationship.

Trustees have an annual review meeting with the Chair of Trustees, where performance and individual training and development needs are discussed. All Trustees are also invited to attend 'snapshot' training sessions, as and when appropriate. Trustees are encouraged to select a specific work area to take a lead on and liaise with the specific Senior Manager, provide feedback on activity to the board of Trustees and raise any issues and developments, as appropriate.

The Board implements an annual Board Performance Review process.

Networks and partnerships

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 and CEO can attend quarterly regional meetings to keep abreast of developments within Carers Trust and to network with CEO's and 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.

Pay and Remuneration

The organisation has a Remuneration Policy. Levels of remuneration are recommended by the CEO and considered by both the Personnel Subcommittee, to determine fairness etc. and the Finance Subcommittee, to consider affordability. A joint recommendation is then put to the full Board for a decision to be made.

This process is also used 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;

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Report of the trustees

For the year ended 31 March 2024

- 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 HR, Payroll and pension laws (including auto enrolment); 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

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-productive**
We will be led by carers' needs involving them in service planning and development and encouraging other organisations to do the same.
- **Listening and Learning**
We will constantly listen, 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.
- **Empowering**
We will be enabling in our approach to supporting carers, building resilience and confidence, empowering them to achieve their own goals.
- **Valuing people**
We will treat staff, volunteers and those we work with, with respect and kindness, valuing diversity and the contribution they make.

The Carers Centre (Bristol & South Gloucestershire)

Report of the trustees

For the year ended 31 March 2024

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.

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Report of the trustees

For the year ended 31 March 2024

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

- a) Be a caring employer, providing flexible employment opportunities and promoting a healthy work/life balance;
- b) Be a learning organisation that encourages training and development, providing staff opportunities to grow;
- c) Encourage staff understanding of the part they play in the organisation, knowledge of their responsibilities within it 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 quality of life.

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

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 2024

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.
- 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;
- Provision of advice, information and support specifically to parent carers of disabled children or with a life limiting condition; and
- Carers Walk and Talk support service.

Achievements and Performance

Here at Carers Support Centre, we are driven by one simple goal:

"A better life for carers of all ages".

What a 'better life' looks like is different for every carer. For some it's feeling less lonely and isolated, for others it could be being financially better off, having better access to support for themselves and their loved one, or it's simply the comfort of knowing there is someone there for them in their time of need. For young carers it's often being able to enjoy a childhood or succeed at school. Everything we do is driven by the individual needs of carers across Bristol and South Gloucestershire.

The Carers Centre (Bristol & South Gloucestershire)

Report of the trustees

For the year ended 31 March 2024

The support we provide has never been needed more, but we can't do it alone. We are grateful for the collaborations we have with many other voluntary sector organisations, and with our statutory partners, as well as with sponsors and those who donate to, or help fund, our cause.

Having secured the South Gloucestershire contracts in 2023, along with the Bristol contracts in 2022, the organisation is in a relatively stable place, albeit still facing financial challenges.

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 as well as diversifying our sources of income; 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 recognise our core funders, Bristol City Council, South Gloucestershire Council and BNSSG Clinical Commissioning Group, not only for their funding but also their collaboration and support. We would also like to thank the many individuals, trusts and businesses who have donated during the year.

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.

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 of 31 March 2024, the winding up costs are estimated at £218K, hence this is more than covered by our current free reserves balance of £262k. As of 30 September 2024 the winding up costs are estimated at £230K.

The Carers Centre (Bristol & South Gloucestershire)

Report of the trustees

For the year ended 31 March 2024

Free Reserves	Bfwd 1 April 2023	1 April – 31 March 2024	Cfwd 31 March 2024
	Surplus (Loss)	Surplus (Loss)	Surplus (Loss)
General reserves	453,511	26,418	479,929
Less FA (Investment + tangible assets)	-196,988	-20,720	-217,708
Total Free Reserves	256,523	5,698	262,221

Principal funding sources

Local Authority (Bristol City and South Gloucestershire Councils) and Clinical Commissioning Group (Bristol, North Somerset, and South Gloucestershire) annual funding of £982,449 continues to account for the majority of our total annual income of £1,335,052 to deliver support services to carers of all ages.

Expenditure has supported 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; and
- Make all our funds earn a reasonable rate of interest whilst considering risk and the need to maintain a positive cash flow in our bank account.

Investments

The charity has £205,805 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.

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 £25,938 deficit for the financial year ending 31 March 2024.

The Carers Centre (Bristol & South Gloucestershire)

Report of the trustees

For the year ended 31 March 2024

Future financial position

Like most charities, it is challenging 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, the impact on Local Authority Finances (and therefore on the level of funding that will be available to us in future Local Authority agreements) and on the availability of funds for donation from other sources.

The impact of the cost-of-living crisis has hit CSC as well as the carers we support.

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

The charity holds unrestricted, general reserves of £479,929 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 an ongoing concern basis.

Plans for Future Periods

As we move forward, we are working more at a local community level, developing relationships with trusted community groups, raising the awareness of carers and their needs and, through that, increasing the level of support available for carers in their local community.

Our plans for 2024/25 include:

- Remodelling of the Young Carers service;
- Design and development of our new website;
- Reaccreditation of our Trusted Charity Quality Mark;
- Development and implementation of credible outcome and impact measurement tools;
- Reduce our office footprint to offset the increases in rent;
- Review our methods of communicating with carers and other stakeholders to ensure that we use modern, cost-effective methods of communication;
- Review our fundraising to produce a model that meets current economic circumstances; and
- Review our strategy for the next five years to ensure that our service expands whilst continuing to address the real, and changing, needs of the communities which we support.

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).

The Carers Centre (Bristol & South Gloucestershire)

Report of the trustees

For the year ended 31 March 2024

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.

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 November 2024 and signed on their behalf by



Mary Whittington - Chair

Independent auditors' report

To the members of

The Carers Centre (Bristol & South Gloucestershire)

Opinion

We have audited the financial statements of The Carers Centre (Bristol & South Gloucestershire) (the 'charity') for the year ended 31 March 2024 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 2024 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and the provisions available for small entities, in the circumstances set out in note 8 to the financial statements, 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)

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;
- we have not obtained all the information and explanations necessary for the purposes of our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

Responsibilities of 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)

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)

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. 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.

William Guy Blake

Date: 13 November 2024

William Guy Blake ACA
(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 2024

	Note	Restricted £	Unrestricted £	2024 Total £	2023 Total £
Income from:					
Donations and legacies	4	14,116	34,729	48,845	66,490
Charitable activities:					
Adult carers	5	909,345	-	909,345	904,285
Young carers	5	349,009	-	349,009	272,027
Other trading activities	6	-	3,184	3,184	3,125
Investments		-	23,891	23,891	10,949
Other		141	637	778	485
Total income		<u>1,272,611</u>	<u>62,441</u>	<u>1,335,052</u>	<u>1,257,361</u>
Expenditure on:					
Raising funds		-	36,403	36,403	8,561
Charitable activities:					
Adult carers		945,893	51,536	997,429	991,640
Young carers		329,639	16,159	345,798	320,280
Total expenditure	7	<u>1,275,532</u>	<u>104,098</u>	<u>1,379,630</u>	<u>1,320,481</u>
Net gains / (losses) on investments	12	<u>-</u>	<u>18,640</u>	<u>18,640</u>	<u>(4,561)</u>
Net expenditure		(2,921)	(23,017)	(25,938)	(67,681)
Transfers between funds		<u>35,624</u>	<u>(35,624)</u>	<u>-</u>	<u>-</u>
Net movement in funds	8	32,703	(58,641)	(25,938)	(67,681)
Reconciliation of funds:					
Total funds brought forward		<u>269,139</u>	<u>648,896</u>	<u>918,035</u>	<u>985,716</u>
Total funds carried forward		<u><u>301,842</u></u>	<u><u>590,255</u></u>	<u><u>892,097</u></u>	<u><u>918,035</u></u>

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 2024

	Note	2024 £	2023 £
Fixed assets			
Tangible assets	11	11,903	9,823
Investments	12	205,805	187,165
		217,708	196,988
Current assets			
Debtors	13	76,736	78,376
Cash at bank and in hand		775,067	704,561
		851,803	782,937
Liabilities			
Creditors: amounts falling due within 1 year	14	(177,414)	(61,890)
Net current assets		674,389	721,047
Net assets	16	892,097	918,035
Funds	17		
Restricted funds		301,842	269,139
Unrestricted funds:			
Designated funds		110,326	195,385
General funds		479,929	453,511
Total charity funds		892,097	918,035

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 November 2024 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 2024

	2024	2023
	£	£
Cash used in operating activities:		
Net movement in funds	(25,938)	(67,681)
Adjustments for:		
Depreciation charge	7,099	11,841
(Gains) / losses on investments	(18,640)	4,561
Interest from investments	(23,891)	(10,949)
Loss on the disposal of fixed assets	782	-
Decrease / (increase) in debtors	1,640	(37,559)
Increase / (decrease) in creditors	115,524	(109,477)
Net cash provided by / (used in) operating activities	56,576	(209,264)
Cash flows from investing activities:		
Interest from investments	23,891	10,949
Purchase of tangible fixed assets	(9,961)	(2,853)
Net cash provided by investing activities	13,930	8,096
Increase / (decrease) in cash and cash equivalents in the year	70,506	(201,168)
Cash and cash equivalents at the beginning of the year	704,561	905,729
Cash and cash equivalents at the end of the year	775,067	704,561

The charity has not provided an analysis of changes in net debt as it does not have any long term financing arrangements.

The Carers Centre (Bristol & South Gloucestershire)

Notes to the financial statements

For the year ended 31 March 2024

1. Accounting policies

a) Basis of preparation

The Carers Centre (Bristol & South Gloucestershire) is a charitable company limited by guarantee registered in England and Wales. The registered office address is The Vassall Centre, Gill Avenue, Bristol, BS16 2QQ.

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 £372,547 and a cash balance of £775,067 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 2024

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:

	2024	2023
Raising funds	0%	0%
Adult carers	76%	77%
Young carers	24%	23%

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 2024

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 2024

2. Prior period comparatives: Statement of financial activities

	Restricted £	Unrestricted £	2023 Total £
Income from:			
Donations and legacies	19,494	46,996	66,490
Charitable activities:			
Adult carers	904,285	-	904,285
Young carers	272,027	-	272,027
Other trading activities	-	3,125	3,125
Investments	-	10,949	10,949
Other	443	42	485
Total income	1,196,249	61,112	1,257,361
Expenditure on:			
Raising funds	-	8,561	8,561
Charitable activities:			
Adult carers	979,143	12,497	991,640
Young carers	316,822	3,458	320,280
Total expenditure	1,295,965	24,516	1,320,481
Net losses on investments	-	(4,561)	(4,561)
Net income / (expenditure)	(99,716)	32,035	(67,681)
Transfers between funds	(99,226)	99,226	-
Net movement in funds	(198,942)	131,261	(67,681)

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.

	2024 £	2023 £
Bristol City Council	633,818	534,112
South Gloucestershire Council	441,923	429,878
	1,075,741	963,990

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

The Carers Centre (Bristol & South Gloucestershire)

Notes to the financial statements

For the year ended 31 March 2024

4. Income from donations and legacies

	Restricted £	Unrestricted £	2024 Total £
Donations	13,848	34,130	47,978
Gift aid	<u>268</u>	<u>599</u>	<u>867</u>
Total income from donations and legacies	<u>14,116</u>	<u>34,729</u>	<u>48,845</u>
Prior period comparatives			2023
	Restricted £	Unrestricted £	Total £
Donations	18,196	44,672	62,868
Gift aid	<u>1,298</u>	<u>2,324</u>	<u>3,622</u>
Total income from donations and legacies	<u>19,494</u>	<u>46,996</u>	<u>66,490</u>

The Carers Centre (Bristol & South Gloucestershire)

Notes to the financial statements

For the year ended 31 March 2024

5. Income from charitable activities

	2024 £	2023 £
Adult Carers:		
Bristol City Council	458,191	391,654
South Gloucestershire Council	334,380	326,008
Big Lottery Wellbeing Fund	50,479	100,357
Henry Smith	33,550	-
St Monica's Trust	26,000	-
Your Park	2,975	2,450
Age UK	2,545	2,372
Building Better Opportunities	1,225	56,637
Quartet Community Foundation	-	18,807
Southern Brooks Community Partnership	-	6,000
	<u>909,345</u>	<u>904,285</u>
Young Carers:		
Bristol City Council	175,627	142,457
South Gloucestershire Council	107,543	103,870
Nisbet Trust	11,000	10,000
John James Foundation	10,000	10,000
The Sunrise Foundation	7,569	-
The Society of Merchant Venturers	5,500	-
The Van Neste Foundation	5,000	-
St Stephens and St James Trust	5,000	-
Bristol Charities	4,987	5,000
Quartet Community Foundation	4,529	-
The D'Oyly Carte Charitable Trust	4,000	-
7 Stars Foundation	2,504	-
St James Place	2,500	-
Hays Travel Foundation	2,000	-
Carers Trust	750	500
South West Water	500	-
YCDT	-	200
	<u>349,009</u>	<u>272,027</u>
Total income from charitable activities	<u><u>1,258,354</u></u>	<u><u>1,176,312</u></u>

All income from charitable activities in the current and prior year was restricted.

The Carers Centre (Bristol & South Gloucestershire)

Notes to the financial statements

For the year ended 31 March 2024

6. Income from other trading activities

	2024	2023
	£	£
100+ club lottery	2,759	3,122
Book sales	425	3
	<hr/>	<hr/>
Total income from other trading activities	3,184	3,125
	<hr/>	<hr/>

All income from other trading activities in the current and prior year was unrestricted.

The Carers Centre (Bristol & South Gloucestershire)

Notes to the financial statements

For the year ended 31 March 2024

7. Total expenditure

	Raising funds £	Adult carers £	Young carers £	Support and governance costs £	2024 Total £
Wages and salaries (note 9)	34,916	601,730	202,000	257,248	1,095,894
Carers activities	-	47,755	36,869	38	84,662
Premises costs	-	-	639	42,988	43,627
Office costs	79	13,022	4,306	28,266	45,673
Publicity and printing	-	20,430	58	28,878	49,366
Other staff costs	-	4,305	2,409	8,271	14,985
Travel and subsistence	-	2,867	2,662	1,306	6,835
Legal and professional fees	-	360	-	9,413	9,773
Fundraising expenses	1,408	762	-	-	2,170
Subscriptions and publications	-	1,417	1,471	6,201	9,089
Audit	-	-	-	6,000	6,000
Depreciation	-	5,423	268	1,408	7,099
Volunteer expenses	-	2,818	26	18	2,862
Trustees expenses	-	-	-	605	605
Sundries	-	-	-	735	735
Bank charges	-	-	-	255	255
Sub-total	36,403	700,889	250,708	391,630	1,379,630
Allocation of support and governance costs	-	296,540	95,090	(391,630)	-
Total expenditure	36,403	997,429	345,798	-	1,379,630

Total governance costs were £6,605 (2023: £5,695)

The Carers Centre (Bristol & South Gloucestershire)

Notes to the financial statements

For the year ended 31 March 2024

7. Total expenditure (continued)

Prior period comparatives

	Raising funds £	Adult carers £	Young carers £	Support and governance costs £	2023 Total £
Wages and salaries (note 9)	6,832	651,187	193,429	245,978	1,097,426
Carers activities	-	15,042	37,252	-	52,294
Premises costs	-	4,724	548	39,632	44,904
Office costs	5	12,355	3,939	26,037	42,336
Publicity and printing	-	20,659	-	3,370	24,029
Other staff costs	-	5,705	1,293	4,823	11,821
Travel and subsistence	-	4,771	2,894	750	8,415
Legal and professional fees	-	-	-	6,678	6,678
Fundraising expenses	1,635	1,110	-	-	2,745
Subscriptions and publications	-	348	1,109	6,024	7,481
Audit	-	-	-	5,520	5,520
Depreciation	-	9,375	997	1,469	11,841
Volunteer expenses	-	3,805	168	26	3,999
Trustees expenses	-	-	-	175	175
Sundries	-	-	-	455	455
Bank charges	-	-	-	362	362
Sub-total	8,472	729,081	241,629	341,299	1,320,481
Allocation of support and governance costs	89	262,559	78,651	(341,299)	-
Total expenditure	8,561	991,640	320,280	-	1,320,481

The Carers Centre (Bristol & South Gloucestershire)

Notes to the financial statements

For the year ended 31 March 2024

8. Net movement in funds

This is stated after charging:

	2024 £	2023 £
Depreciation	7,099	11,841
Operating lease rentals	37,400	41,906
Loss on disposal of fixed assets	782	-
Trustees' remuneration	Nil	Nil
Trustees' expenses	36	175
Auditors' remuneration:		
▪ Audit (excluding VAT)	5,000	4,600

During the year, trustee expenses relate to DBS checks and conference attendance costs for two trustees (2023: DBS checks and training costs for two trustees).

In common with other charities of our size and nature we use our auditors to assist with the preparation of the financial statements.

9. Staff costs and numbers

Staff costs were as follows:

	2024 £	2023 £
Salaries and wages	963,195	946,843
Social security costs	71,443	69,023
Pension costs	38,566	39,821
Agency and self employed staff	22,690	41,739
	<u>1,095,894</u>	<u>1,097,426</u>

One employee earned between £60,000 and £70,000 during the year (2023: one).

The key senior management staff of the group comprise the Chief Executive Officer, Young Carers Service Manager, Finance Manager, Business Manager, Health & Carer Support Manager, and Marketing Manager. The total employee benefits of the key senior management personnel of the group were £226,204 (2023: £202,102).

	2024 No.	2023 No.
Average head count	<u>50</u>	<u>53</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 2024

11. Tangible fixed assets

	Fixtures and fittings £	Computer and office equipment £	Total £
Cost			
At 1 April 2023	1,332	42,912	44,244
Additions in year	7,626	2,335	9,961
Disposals	(1,332)	(949)	(2,281)
At 31 March 2024	<u>7,626</u>	<u>44,298</u>	<u>51,924</u>
Depreciation			
At 1 April 2023	754	33,667	34,421
Charge for the year	244	6,855	7,099
Depreciation on disposals	(998)	(501)	(1,499)
At 31 March 2024	<u>-</u>	<u>40,021</u>	<u>40,021</u>
Net book value			
At 31 March 2024	<u>7,626</u>	<u>4,277</u>	<u>11,903</u>
At 31 March 2023	<u>578</u>	<u>9,245</u>	<u>9,823</u>

12. Investments

	2024 £	2023 £
Market value at 1 April 2023	187,165	191,726
Additions	59,689	-
Disposal proceeds	(59,689)	-
Gains / (losses)	<u>18,640</u>	<u>(4,561)</u>
Market value at 31 March 2024	<u>205,805</u>	<u>187,165</u>

13. Debtors

	2024 £	2023 £
Trade debtors	41,236	39,048
Other debtors	1,583	399
Prepayments	11,470	12,523
Accrued income	<u>22,447</u>	<u>26,406</u>
	<u>76,736</u>	<u>78,376</u>

The Carers Centre (Bristol & South Gloucestershire)

Notes to the financial statements

For the year ended 31 March 2024

14. Creditors : amounts due within 1 year

	2024	2023
	£	£
Trade creditors	19,046	9,761
Other creditors	3,239	3,382
Social security and pension costs	15,450	16,423
Accruals	38,596	32,324
Deferred income (note 15)	101,083	-
	<u>177,414</u>	<u>61,890</u>

15. Deferred income

	2024	2023
	£	£
At 1 April 2023	-	111,233
Deferred during the year	101,083	-
Released during the year	-	(111,233)
At 31 March 2024	<u>101,083</u>	<u>-</u>

Deferred income relates to the delivery of support for young and adult carers invoiced in advance.

16. Analysis of net assets between funds

	Restricted funds £	Designated funds £	General funds £	Total funds £
Tangible fixed assets	-	-	11,903	11,903
Non-current investments	-	-	205,805	205,805
Current assets	301,842	110,326	439,635	851,803
Current liabilities	-	-	(177,414)	(177,414)
Net assets at 31 March 2024	<u>301,842</u>	<u>110,326</u>	<u>479,929</u>	<u>892,097</u>
Prior period comparatives				
	Restricted funds £	Designated funds £	General funds £	Total funds £
Tangible fixed assets	-	-	9,823	9,823
Non-current investments	-	-	187,165	187,165
Current assets	269,139	195,385	318,413	782,937
Current liabilities	-	-	(61,890)	(61,890)
Net assets at 31 March 2023	<u>269,139</u>	<u>195,385</u>	<u>453,511</u>	<u>918,035</u>

The Carers Centre (Bristol & South Gloucestershire)

Notes to the financial statements

For the year ended 31 March 2024

17. Movements in funds

	At 1 April 2023 £	Income £	Expenditure £	Transfers & gains / losses £	At 31 March 2024 £
Restricted funds					
Age UK Support	-	2,545	(2,545)	-	-
Asset Fund	267	-	(267)	-	-
BCYPS Parent Carer	-	22,500	(24,364)	1,864	-
Bristol City Council Core	20,080	214,324	(224,067)	-	10,337
Bristol HSF	-	78,666	(22,351)	-	56,315
Bristol Tel. Counselling Service	1,518	-	-	(1,518)	-
Carers Health Strategic work	21,278	217,922	(207,409)	-	31,791
Counselling (Henry Smith)	-	33,550	(13,110)	-	20,440
Covid-19	3,225	-	(3,073)	-	152
Covid R & S Quartet	1,352	-	(1,352)	-	-
Digital Project BCH	29,932	-	(19,784)	-	10,148
GP Practice Film	1,445	-	-	-	1,445
NHS Southampton Walk and Talk	94,146	22	(71,964)	-	22,204
Rausing Charity Survival Fund	280	-	(268)	-	12
South Glos Befriending	-	26,000	(255)	-	25,745
South Glos Core	-	242,163	(254,546)	12,383	-
South Glos HSF	13,937	40,000	(20,323)	-	33,614
Training (Carers)	948	-	-	-	948
Transformation fund	4,473	-	(3,892)	-	581
Wellbeing Fund	7,880	50,482	(72,391)	14,029	-
West of England Works	-	1,225	(1,225)	-	-
YC Activity Grants	23,492	76,032	(59,485)	-	40,039
YC Bristol	-	133,497	(142,363)	8,866	-
YC Donations	34,146	6,709	(13,168)	-	27,687
YC Donations (Bristol)	4,163	-	(33)	-	4,130
YC Donations (South Glos)	2,121	300	(1,064)	-	1,357
YC South Glos Council Core	-	101,100	(100,865)	-	235
YC Swimming	4,694	-	(858)	-	3,836
YC 13 Up Group	(238)	9,729	(3,093)	-	6,398
YC Youth & Play	-	12,870	(8,442)	-	4,428
Your Park	-	2,975	(2,975)	-	-
Total restricted funds	269,139	1,272,611	(1,275,532)	35,624	301,842

The Carers Centre (Bristol & South Gloucestershire)

Notes to the financial statements

For the year ended 31 March 2024

17. Movements in funds (continued)

	At 1 April 2023 £	Income £	Expenditure £	Transfers & gains / losses £	At 31 March 2024 £
Unrestricted funds					
<i>Designated funds:</i>					
100+ Club Lottery	14,546	2,759	(12,872)	-	4,433
Carers Contingency Reserve	1,426	31	(320)	-	1,137
Carers Support and Development Reserve	124,934	-	-	(92,000)	32,934
Investment Reserve	31,289	-	(23,530)	-	7,759
TDR - BM Salary	-	-	-	31,000	31,000
TDR - COL Payment	-	-	(35,406)	40,000	4,594
TDR - YC Resource	-	-	(41)	10,000	9,959
TDR - Relocation costs	-	-	(4,207)	15,000	10,793
Website	23,190	-	(26,898)	11,000	7,292
Young Carers Zone	-	425	-	-	425
<i>Total designated funds</i>	<u>195,385</u>	<u>3,215</u>	<u>(103,274)</u>	<u>15,000</u>	<u>110,326</u>
General funds	<u>453,511</u>	<u>59,226</u>	<u>(824)</u>	<u>(31,984)</u>	<u>479,929</u>
Total unrestricted funds	<u>648,896</u>	<u>62,441</u>	<u>(104,098)</u>	<u>(16,984)</u>	<u>590,255</u>
Total funds	<u><u>918,035</u></u>	<u><u>1,335,052</u></u>	<u><u>(1,379,630)</u></u>	<u><u>18,640</u></u>	<u><u>892,097</u></u>

Purposes of restricted funds

Age UK Support	Funding to cover the cost of staff time spent on developing the Support Hub Approach.
Asset Fund	Funding towards the purchase of 2 staff bikes (one electric) and associated equipment.
BCYPS Parent Carer	Providing information, advocacy and advice to Parent Carers in Bristol.
Bristol City Council Core	Statutory funding to provide practical and emotional support services to adult carers.
Bristol HSF	Funding to support for carers in financial stress.
Bristol Tel. Counselling Service	Service developed from the BAB Telephone Counselling pilot project to provide a counselling service to carers over 50 in Bristol.

The Carers Centre (Bristol & South Gloucestershire)

Notes to the financial statements

For the year ended 31 March 2024

17. Movements in funds (continued)

Purposes of restricted funds (continued)

Carers Health Strategic work	To support NHS Bristol embed the carers agenda across primary and acute care.
Counselling (Henry Smith)	Funding to support counsellors for carers to support their mental health.
Covid-19	Funding to cover additional costs due to Covid-19.
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.
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 Befriending	Funding to improve the social life of carers.

The Carers Centre (Bristol & South Gloucestershire)

Notes to the financial statements

For the year ended 31 March 2024

17. Movements in funds (continued)

Purposes of restricted funds (continued)

South Glos Core	Statutory funding to provide practical and emotional support services to adult carers.
South Glos HSF	Household support funding to provide financial assistance to carers in South Gloucestershire, who are struggling to afford essential items such as energy, water bills, food and clothing.
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.
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.
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.
YC 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.
YC South Glos Council Core	Statutory funding to provide practical and emotional support services to young carers.
YC 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 2024

17. Movements in funds (continued)

Purposes of restricted funds (continued)

YC 13 Up Group

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.

YC Youth & Play

Funding to support the social life of young carers.

Your Park

Funding received to cover the cost of staff time whilst collaborating on the project Parks4All. The project commits to ensuring equal access to nature for disabled people and unpaid carers.

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.

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.

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.

TDR - BM Salary

Funds set aside by the trustees to cover the cost of the Business Manager's salary for an additional year, from Oct 2024.

TDR - COL Payment

Funds set aside by the trustees to cover a one-off Cost of Living payment.

TDR - YC Resource

Funds set aside by the trustees to redecorate the Rowlings room for young carers.

TDR - Relocation costs

Funds set aside by the trustees to cover the cost of the office move in February 2024.

The Carers Centre (Bristol & South Gloucestershire)

Notes to the financial statements

For the year ended 31 March 2024

17. Movements in funds (continued)

Purposes of designated funds (continued)

Website

Funds set aside by trustees to cover the cost of redesigning and developing a new website to be launched in 2024.

Young Carers Zone

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

Transfers between funds

The transfer from the Bristol Tel. Counselling Service to the Wellbeing Fund is due to the project coming to end. The funds were used to fund additional telephone counselling hours.

The transfers from general funds into the various restricted funds are to cover over spends.

The transfers between designated funds are to ring-fence various project expenditure as approved by the trustees.

The Carers Centre (Bristol & South Gloucestershire)

Notes to the financial statements

For the year ended 31 March 2024

17. Movements in funds (continued)

Prior period comparatives

	At 1 April 2022 £	Income £	Expenditure £	Transfers & gains / losses £	At 31 March 2023 £
Restricted funds					
Age UK Support	-	2,372	(2,372)	-	-
Asset Fund	782	-	(515)	-	267
BCYPS Parent Carer	7,813	22,020	(23,903)	(5,930)	-
Bristol City Council Core	51,571	204,523	(180,669)	(55,345)	20,080
Bristol CCG	27,764	-	-	(27,764)	-
Bristol Tel. Counselling Service	1,518	-	-	-	1,518
Carers in Paid Employment	4,104	-	-	(4,104)	-
Carers Health Strategic work	22,514	229,354	(207,525)	(23,065)	21,278
Covid-19	8,078	-	(4,853)	-	3,225
Covid-19 Core	45,560	-	(30,115)	(15,445)	-
Covid R & S Quartet	4,707	-	(3,355)	-	1,352
Digital Project BCH	18,807	18,807	(7,682)	-	29,932
GP Practice Film	1,445	-	-	-	1,445
NHS Southampton Walk and Talk	149,659	48	(55,561)	-	94,146
Rausing Charity Survival Fund	711	-	(431)	-	280
South Glos Core	-	242,771	(255,851)	13,080	-
South Glos HSF	-	20,000	(6,063)	-	13,937
South Glos Wellbeing Training	292	4,000	(4,322)	30	-
Training (Carers)	3,787	-	(2,839)	-	948
Transformation fund	4,839	-	(366)	-	4,473
Wellbeing Fund	17,587	100,406	(110,113)	-	7,880
West of England Works	14,434	56,637	(78,589)	7,518	-
VCSE Participation funding	-	2,000	(2,000)	-	-
YAC Walk & Talk	2,516	-	-	(2,516)	-
YC Activity Grants	31,115	37,015	(33,235)	(11,403)	23,492
YC Bristol	-	133,492	(140,725)	7,233	-
YC Donations	32,233	17,734	(29,740)	13,919	34,146
YC Donations (Bristol)	4,762	-	(599)	-	4,163
YC Donations (South Glos)	4,276	1,000	(3,155)	-	2,121
YC South Glos Council Core	-	101,100	(105,666)	4,566	-
YC Swimming	5,696	-	(1,002)	-	4,694
YC 13 Up Group	1,511	520	(2,269)	-	(238)
Your Park	-	2,450	(2,450)	-	-
Total restricted funds	468,081	1,196,249	(1,295,965)	(99,226)	269,139

The Carers Centre (Bristol & South Gloucestershire)

Notes to the financial statements

For the year ended 31 March 2024

17. Movements in funds (continued)

Prior period comparatives (continued)

	At 1 April 2022 £	Income £	Expenditure £	Transfers & gains / losses £	At 31 March 2023 £
Unrestricted funds					
<i>Designated funds:</i>					
100+ Club Lottery	16,936	3,125	(5,515)	-	14,546
Carers Contingency Reserve	1,326	-	(1,400)	1,500	1,426
Investment Reserve	38,121	-	(6,832)	-	31,289
Young Carers Zone	465	-	(465)	-	-
Trustee Designated Reserves	5,620	-	(7,298)	1,678	-
Carers Support and Development Reserve	25,360	-	-	99,574	124,934
Website	-	-	(1,810)	25,000	23,190
<i>Total designated funds</i>	<u>87,828</u>	<u>3,125</u>	<u>(23,320)</u>	<u>127,752</u>	<u>195,385</u>
General funds	<u>429,807</u>	<u>57,987</u>	<u>(1,196)</u>	<u>(33,087)</u>	<u>453,511</u>
Total unrestricted funds	<u>517,635</u>	<u>61,112</u>	<u>(24,516)</u>	<u>94,665</u>	<u>648,896</u>
Total funds	<u>985,716</u>	<u>1,257,361</u>	<u>(1,320,481)</u>	<u>(4,561)</u>	<u>918,035</u>

18. Financial instruments at fair value

	2024 £	2023 £
Financial assets measured at fair value	<u>205,805</u>	<u>187,165</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:

	2024 £	2023 £
Amount falling due:		
Within 1 year	40,342	19,460
Within 1 - 5 years	<u>40,101</u>	<u>2,455</u>
	<u>80,443</u>	<u>21,915</u>

The Carers Centre (Bristol & South Gloucestershire)

Notes to the financial statements

For the year ended 31 March 2024

20. Related party transactions

There were no related party transactions during the year. In 2023, Andrew Bell was also a trustee of Southern Brooks Community Partnerships. In the year ending 31 March 2023, the charity received £6,000 from Southern Brooks Community Partnerships for delivery of the South Glos Wellbeing Training project.