

Registered Charity Number: 1068801



Careline

**ANNUAL REPORT**

**For the year ended 31 March 2021**

## **Careline**

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## Careline

### Legal and administrative information

#### Charity number

1068801

#### Other names the charity is known by:

Derbyshire Dales Careline

#### Trustees

Gordon Hart

Nicola Bexon

Appointed 18 January 2021

Graham Leicester

Appointed 18 January 2021

Wendy Woodhouse

Appointed 18 January 2021

Annette Eley

(Secretary)

Melanie Ferguson Allen

(Treasurer)

Appointed 18 January 2021

Resigned 17 January 2022

Patricia Barclay

Appointed 18 January 2021

\*\*\*\*\* April 2019 – March 2020 AGM deferred from June 2020 to January 2021

#### Key management

Jane Fulham

Careline Manager

#### Principal Address

St Oswald's Hospital

Clifton Road

Ashbourne

DE6 1DR

#### Independent Examiner

Sarah Lightfoot, FCA DChA

Employee of:

VAS Community Accountancy

The Circle

33 Rockingham Lane

Sheffield

S1 4FW

**Careline**  
**Trustees' annual report**  
**For the year ended 31 March 2021**

The Trustees present this Annual Report and Financial Statements of the Charity for the year ended 31 March 2021.

**Objectives, activities and public benefit**

The charity's object is to relieve the isolation of vulnerable and elderly housebound people in the areas served by the general practitioners of Ashbourne, Brailsford, Hartington, Sudbury and Wirksworth by establishing, maintaining and developing a daily telephone calling service. The charity has amended the constitution to broaden their areas of operation, this will be agreed at the January 2022 AGM.

Careline is small self-funded independent charity set up in 1997 and provides a telephone befriending service to people within the community in order to reduce the effects of loneliness and isolation. The charity is based in St Oswald's Hospital in Ashbourne, Derbyshire. The free telephone calls are made on a daily basis 365 days a year, including Bank Holidays to older or vulnerable people in the area with the aim of alleviating social isolation, tackling loneliness and improving wellbeing. The service covers the Derbyshire Dales, including the towns of Ashbourne, Wirksworth, Matlock, Bakewell and its surrounding villages. It also covers East Staffordshire Uttoxeter and Burton, the surrounding rural areas and parts of Staffordshire. Calls are made by 60 volunteers to service users, with the primary purpose of a befriending call, to enable the service user to enjoy regular social interaction and friendship. Careline also refer to one of their service users contacts if they are unable to reach them to check that everything is in order. Further to this the service signposts onto other support services such as Social Prescribers to triage the individual and provide access to other specialist support medical and social.

Pre- Covid the team of volunteers made their befriending calls from the Careline office at St Oswald's Hospital, Ashbourne, however, since March 2020 all the volunteers have been making their calls from home. Careline employs 2 part time members of staff a Manager and a Befriending Co-coordinator and is managed by a board of 6 trustees (voluntary role up to 10). The staff have been hybrid working since the inception of Covid 19.

On average the charity makes around 420 calls a week, up to 22,000 calls a year and referrals to the charity have increased dramatically during the pandemic from health and social care professionals, members of the community and individuals themselves.

In setting the objectives and planning the activities the Trustees have given careful consideration to the Charity Commission's general guidance on public benefit.

**Achievements and Performance during the Financial year**

2020/2021 has been the most challenging year Careline has ever experienced due to Covid 19. A third member of staff left on the 20<sup>th</sup> March 2020, leaving two members of staff to ensure the continuation of service delivery whilst working remotely.

Covid has also brought about a change in the demographic of the people it serves. In 2020 Careline received **147** referrals with **105** of those referrals having taken up the service. Many of the referrals received have been from health professionals seeking alternative support that the health and social care system has not been able to provide during the pandemic. This has not been without its problems as some people have presented with complex mental health needs. This required the organisation to put in some additional on-line mental health training in order to support the volunteers making the telephone contact. The volunteers communicate with the staff on extreme cases who are trained to deal with such issues and can signpost onto other services including a variety of mental health support services such as Rethink and other 24/7 Emotional health support functions. The service also offered extra calls, where appropriate as the service operates 7 days a week. The service has had to deal with potential threats of suicide and harm to others on 2 occasions in 2020, both of which were reported to the Police.

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**Trustees' annual report - continued**  
**For the year ended 31 March 2021**

**CARELINE MEMBERS AND VOLUNTEERS**

**01/04/20 – 31/03/2021**

The overall figures are as follows:

|   |            |
|---|------------|
| MEMBERS Referrals   | <b>147</b> |
| New members added   | <b>105</b> |
| Total number in receipt of the service                          | <b>205</b> |
| Members, passed away, moved into care home, out of the area etc | <b>42</b>  |
| Office Volunteers   | <b>41</b>  |
| Home Volunteers   | <b>10</b>  |
| Lost Volunteers   | <b>12</b>  |

The overall stats for 205 members called in 2020/21 are as follows:

- East Staffordshire: 55 members (27%)
- Derbyshire Dales: 94 members (46%)
- Uttoxeter & surrounding villages: 30 (15%)
- Burton & surrounding villages: 24 (12%)
- Other: 2 (1%)

Careline's referral rate increased by 400% in 2020 compared with 2019. Those who did not take up the service were either seeking face to face support, or they were too far out of Careline's funded demographical area, or that they found alternative support. On occasion the referrer had misunderstood the individual's needs or referred without their knowledge of agreement.

Careline lost a few volunteers either due to ill health, caring responsibilities, or moved out of the area. A few volunteers have found the impact of Covid 19 just too challenging and subsequently have taken a break and intend to come back to Careline at some stage.

**FINANCES**

Detailed information is provided in the financial statements 2020/2021, however, the following provides an overview of the Finances for the year.

**Fundraising**

The charity was unable to carry out its usual Fundraising activities due to Covid 19, however, it has managed to raise some funds through online appeals and the 100 Club.

Some examples are as follows:

- **Online COVID-19 Emergency Appeal** - raised £1,125
- **#GivingTuesday** – a global day of giving where charities use the hashtag to raise awareness for the charity - we raised £280.
- **100 Club** – our yearly ongoing fundraiser raised £1,077

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**For the year ended 31 March 2021**

There was further recognition from the Community of the unique service that Careline provides, which is very relevant in managing the impact of a world-wide pandemic. Some of that recognition and acknowledgement came into Careline as financial help. 2020-21 was a bumper year for donations, providing Careline with just over £34,000 in donations and support with scaled down fundraising activity. With the addition of applied for Grants, including the Lottery, this provided Careline with Cash Assets of £99,233, which it has never seen before in its 25 years.

Some of the key donors were the following: -

|  |
|--|
| Local businessman (Westfield Centres)  |
| Local Businessman (NFU)                |
| Royal Sun Alliance (via N Bexon)       |
| Virgin Money Giving & Easy Fundraising |
| Nicola Bexon Charity Challenge         |
| Woodroffe Foundation                   |
| Masonic Lodge                          |
| 4EVA Camper Vans                       |
| Bettys Sowing Box, made 200 Masks      |
| Volunteer – Daughter's Sponsored Walk  |
| Volunteer – Knitted Christmas Angels   |

## **GRANTS**

We also received the following funding from grants:

|   |                |
|---|----------------|
| Big Lottery (Reaching Communities) <b>Final Instalment</b>        | £25,228        |
| Foundation Derbyshire (National Emergency Fund)                   | £12,382        |
| Derbyshire Dales CVS Social Connectedness Funding (Public Health) | £15,000        |
| Derbyshire Dales Adult Social Care                                | £2,010         |
| <b>TOTAL</b>  | <b>£54,620</b> |

## **BIG LOTTERY**

The two year Big Lottery funding ended during the year, which covered the majority of project costs. It is important to note that Careline had an underspend at 31 March 2021 of £25,627 of Lottery funding, which will be brought forward into 2021/2022 with the agreement of Careline's Lottery Funding officer. The Funding Officer is eager to keep the line of communication open to advise of any further funding opportunities moving forward and has always been extremely supportive of Careline. National Covid Emergency funds have, however, only been open to organisations who have less than 6 months operating costs.

Careline's main achievement during 2020/21 is that it has been able to maintain its vital service, without a break in service at any stage, 7 days a week, 365 days a year, during 2020/21. Further to this it has increased its membership by 72% in 2020, calling up to 205 people during the whole of the year.

## **FOUNDATION DERBYSHIRE**

Careline was successful in obtaining a grant of £12,282 in May 2020 from Foundation Derbyshire, obtained through National Emergency (Covid) funding. This was for additional hours for the two members of staff, for some volunteers expenses and postage of information to be sent out to volunteers not using an IT system. More than half of the funding was also for the development of a cloud-based database as Careline's existing database was a stand-alone CRM system, not compatible to remote working. Progress with the development was protracted and fraught with difficulties as the developer was based in Ireland. It was also felt that they did not fully understand Careline's needs. It was, therefore, felt necessary to seek an alternative solution and have been exploring the CRM systems used by other befriending services. At year end March 2021, the funding for the database has not been used and Foundation Derbyshire have agreed that Careline can carry the underspend into 2021/22.

## **SOCIAL CONNECTEDNESS FUNDING**

Careline were successful in their application for £15,000 Social Connectedness Funding via Derbyshire Dales CVS in order to expand the service into the North Derbyshire Dales. Careline has always worked very closely with the CVS and the funding formalised being able to offer the service to those in the North Dales.

Of the **147** referrals received in 2020, **67** of those were for the North Dales and **54** took up the service

| <b>Referrals</b> | <b>Take up of Service</b> | <b>%</b> |
|------------------|---------------------------|----------|
| 67               | 54                        | 80%      |

The majority of those referrals came from the Social Prescribers employed by the CVS and Careline are committed to working closely with them to ensure that the needs of the most vulnerable members of the community in the North Dales are met.

## **Derbyshire Dales Adult Social Care Grant**

We received £2010 total, made in quarterly instalments from Derbyshire Dales Adult Social Care as part of the Council's overall funding arrangements and review for Voluntary and Community organisations. This is awarded quarterly as it is constantly reviewed and has to be approved by Cabinet. This review continues into 2021/22.

## **Reserves Policy**

It is recognised that it is important that reserves are set aside to provide financial stability and to ensure that the service to our members is able to be maintained at a level that meets all their needs. The trustees have not previously had a reserves policy, and have prepared the first policy in January 2022. The trustees have agreed to set the free reserves (unrestricted funds) target at 3 month's planned expenditure.

By retrospectively applying this policy to the 20/21 financial year, the target reserves at 31 March 2021 were approximately £9,000.

Free reserves (unrestricted funds) as at 31 March 2021 were £55,388, which is in excess of the target. Careline have been fortunate to receive some substantial donations during the year, whilst the majority of the expenditure was funded from restricted funds. Looking forwards, the trustees anticipate using the majority of the restricted funds to fund activity in 21/22, but beyond that the continuation of the service will use reserves, unless additional funding is secured. In light of this, the trustees have a planned use of the excess reserves held at 31 March 2021.

The Board of Trustees will regularly review the level of reserves required to ensure the ongoing service is retained at a level that meets the needs of all, on receipt of the financial breakdown figures for the bi-monthly meetings. Trustees are informed bi-monthly of the ongoing income and expenditure for the past months and are given an indication of possible financial implications for the rest of the current financial year.

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**Trustees' annual report - continued**  
**For the year ended 31 March 2021**

**Future plans**

- A key priority every year for Careline is the Recruitment of Trustees. We were pleased to welcome Wendy Potts as Chair of Careline and Tricia Barclay as Vice Chair. We were also pleased to welcome John Leicester and Melanie Ferguson Allen as Trustees. Each of our Trustees bring a wealth of experience from the Business and voluntary sectors. Moving forward we need to continue with the recruitment of new Trustees to Careline. Annette Eley also decided to step down as Secretary after the AGM in 2021. We thank Annette for her full and valued contribution.
- Recruitment of volunteers has been difficult due to not being able to meet prospective volunteers face to face. The nature of Careline's service and culture means that we need to be happy and satisfied with the volunteers who will be representing Careline. Even with the checks and references in place, we have to feel comfortable that they will conduct themselves in a sensitive and confidential manner with the vulnerable people we call. Some training would have been possible via Zoom, but the priority of people who approached Careline in 2020 preferred to wait until such time that they could come into the office to meet with us and view the office set up for themselves.
- Careline's sustainability plan should be reviewed throughout 2021, particularly as Careline's delivery model has had to change. The largest grant from the Big Lottery has come to an end and we will need to identify new large funding opportunities moving forward. Fundraising has also been severely limited due to Covid 19.

**Structure, governance and management**

The charity is governed by its constitution adopted 15 April 1997, as amended 14 January 1998, 9 April 2003 and by resolution dated June 2014.

The charity plans to agree the amended constitution at the January 2022 AGM to broaden the areas of operation of the organisation, and make other minor wording changes.

Careline's Management Committee met six times in 2020 in addition to several more informal catch-up meetings. During 2020 all meetings have been via video link (zoom). Minutes have been recoded for every meeting.

There is a Fundraising Sub-Committee who have met just once in 2020 as Fundraising was drastically reduced.

The day to day running of the Charity is managed by Jane Fulham (Careline Manager). One volunteer is a Patient Liaison Officer and she liaises with the discharge team at St Oswald's Hospital for possible new referrals. Volunteers are on a six weekly rota make the telephone befriending calls, the administration of which is managed by the two paid staff.

None of the Careline Trustees have claimed any expenses during the financial year.



**Careline**  
**Trustees' annual report - continued**  
**For the year ended 31 March 2021**

Governance and controls Issues

As identified in the independent examiner's report, there have been a number of governance and controls issues during and following the financial year. As a result of the issues highlighted during the accountancy and independent examination work, the board of trustees have taken the following action in December 2021 and January 2022:

- The trustees have amended the area of operation in the constitution, to reflect the work being done and funding opportunities available
- Careline has progressed to an updated version of Quickbooks, to be used from the start of the financial year April 21. Training will be sought for full efficiency on the system, and going forwards the finances will be entered in real time, rather than retrospectively after the year end.
- Careline will allocate restricted fund expenditure on a monthly basis, in conjunction with the real time use of Quickbooks
- The trustees will be presented with the predicted income and expenditure for the following year, and the level of current reserves that can be carried forward at the bi-monthly meetings.
- The trustees have completed the Charity Commission financial control checklist, which has highlighted the need for a review of some of its policies and procedures and introduction of other procedures.
- The trustees need to work with the current bank to resolve the bank mandate and bank account issues, in order to give trustees access to the bank account (including online access). Whilst this is in progress, the trustees have adopted a short term solution for reviewing and approving payments without direct access to the bank. They will also consider other banking arrangements.

**Declaration**

The trustees declare that they have approved the Trustees' annual report above on 31.01.22 and signed on behalf of the trustees by:

Print name:

WENDY WOODHOUSE  
Trustee

*Wendy Woodhouse*

## **Independent examiner's report to the trustees of Careline ("the Charity")**

I report to the trustees on my examination of the accounts of the Charity for the year ended 31 March 2021.

### **Responsibilities and basis of report**

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **Independent examiner's statement**

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

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have identified the following matters to which attention should be drawn in this report:

- A failure of internal controls, including failures in charity governance that could lead to significant charitable funds being put at risk

The key issues found during my work on the 2021 accounts were:

- No real time allocation of restricted funds had been kept, resulting in incorrect reporting to funders – the funder has now been made aware of this, and is satisfied with the action taken
- The objectives of the constitution had not been considered when expanding the area of operation – the trustees are planning to amend the area of operation at the next AGM
- No budgets/forecasts had been considered by the trustees – they have now done this to March 2022, and although this highlights decreasing reserves, I do not feel this is a material uncertainty related to going concern
- There was no financial policy in place – on my recommendation the trustees have completed the checklist provided as part of CC32
- During the financial year and up to date of the submission of this report no trustees had access to the bank account – either on the bank mandate with authorisation to make payments, or a read-only access to online statements. Insufficient effort was made to put in place additional checks either prior to payments taking place or post payments. However, I found no evidence of non-charitable expenditure being made during the financial year. At my suggestion a pre and post payment checking system has been put in place from December 2021.

Whilst there is no evidence of a financial loss or misappropriation of funds, I have concerns that the lack of financial controls and insufficient governance in place could give rise to a significant loss or misappropriation of funds.

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

Signed: S Lightfoot  
Sarah Lightfoot, FCA DChA  
Employee of:  
VAS Community Accountancy  
The Circle  
33, Rockingham Lane  
Sheffield  
S1 4FW

Dated: 31 January 2022

Careline

Receipts & payments account

For the year ended 31 March 2021

|   | Notes | Unrestricted funds | Restricted funds | Total         | <i>Restated - see note 5</i> |                       |                 |
|---|-------|--------------------|------------------|---------------|------------------------------|-----------------------|-----------------|
|   |       | £                  | £                | 2021<br>£     | Unrestricted funds<br>£      | Restricted funds<br>£ | Total 2020<br>£ |
| <b>Receipts</b>                             |       |                    |                  |               |                              |                       |                 |
| Grants                                      | 2     | 2,010              | 52,610           | 54,620        | 1,508                        | 52,447                | 53,955          |
| Donations                                   |       | 34,149             | -                | 34,149        | 1,621                        | -                     | 1,621           |
| Fundraising - 100 club                      |       | 1,177              | -                | 1,177         | 1,393                        | -                     | 1,393           |
| Other Fundraising                           |       | 250                | -                | 250           | 5,223                        | -                     | 5,223           |
| Expense donations                           |       | -                  | -                | -             | 50                           | -                     | 50              |
| Bank interest                               |       | 1                  | -                | 1             | 4                            | -                     | 4               |
| Other income                                |       | -                  | -                | -             | 528                          | -                     | 528             |
| <b>Total receipts</b>                       |       | <b>37,587</b>      | <b>52,610</b>    | <b>90,197</b> | <b>10,327</b>                | <b>52,447</b>         | <b>62,774</b>   |
| <b>Payments</b>                             |       |                    |                  |               |                              |                       |                 |
| Salary costs                                |       | -                  | 34,549           | 34,549        | -                            | 39,632                | 39,632          |
| Staff travel                                |       | -                  | 169              | 169           | -                            | 2,153                 | 2,153           |
| Volunteer costs                             |       | -                  | 28               | 28            | -                            | 160                   | 160             |
| Postage, stationery and printing            |       | -                  | 1,032            | 1,032         | -                            | 939                   | 939             |
| Telephone costs                             |       | -                  | 254              | 254           | -                            | 981                   | 981             |
| Marketing and advertising                   |       | -                  | 199              | 199           | -                            | 805                   | 805             |
| Insurance                                   |       | -                  | 424              | 424           | -                            | 416                   | 416             |
| Fees and subscriptions                      |       | -                  | 257              | 257           | -                            | 1,395                 | 1,395           |
| IT and equipment costs                      |       | -                  | 1,589            | 1,589         | -                            | 1,038                 | 1,038           |
| Fundraising expenses - 100 Club prizes      |       | 100                | -                | 100           | 190                          | -                     | 190             |
| Other Fundraising expenses                  |       | 35                 | -                | 35            | 90                           | -                     | 90              |
| Sundry costs                                |       | -                  | 57               | 57            | -                            | -                     | -               |
| Event costs                                 |       | -                  | 13               | 13            | -                            | 1,441                 | 1,441           |
| Independent examination fees                |       | -                  | 450              | 450           | -                            | 450                   | 450             |
| <b>Total payments</b>                       |       | <b>135</b>         | <b>39,021</b>    | <b>39,156</b> | <b>280</b>                   | <b>49,410</b>         | <b>49,690</b>   |
| <b>Net receipts/(payments) for the year</b> |       | <b>37,452</b>      | <b>13,589</b>    | <b>51,041</b> | <b>10,047</b>                | <b>3,037</b>          | <b>13,084</b>   |
| Total cash funds brought forward            |       | 13,676             | 32,140           | 45,816        | 6,716                        | 27,219                | 33,935          |
| Prior year adjustment - restatement         | 5     | 4,260              | (1,884)          | 2,376         | 1,173                        | -                     | 1,173           |
| Total cash funds brought forward - restated |       | 17,936             | 30,256           | 48,192        | 7,889                        | 27,219                | 35,108          |
| <b>Total cash funds carried forward</b>     |       | <b>55,388</b>      | <b>43,845</b>    | <b>99,233</b> | <b>17,936</b>                | <b>30,256</b>         | <b>48,192</b>   |

Careline

Statement of assets and liabilities  
As at 31 March 2021

|  | 2021<br>£     | Restated<br>2020<br>£ |
|--|---------------|-----------------------|
| <b>Cash assets</b>   |               |                       |
| Current accounts   | 99,233        | 48,192                |
|  | <u>99,233</u> | <u>48,192</u>         |
| <b>Other assets</b>  | -             | 248                   |
|  | <u>-</u>      | <u>248</u>            |
| <b>Liabilities</b>   |               |                       |
| Accountancy & Independent examination fee                        | 600           | 450                   |
| Income received in advance - The National Lottery Community Fund | -             | 25,229                |
|  | <u>600</u>    | <u>25,679</u>         |

Approved by the board of trustees on 31.01.22 and signed on their behalf by;

Print name:

WENDY WOODHOUSE

Position:

Chair of Trustees

*Wendy Woodhouse*

Notes to the accounts

For the year ended 31 March 2021

**1 Receipts & payments account**

Receipts and payments accounts are statements that summarise the movement of cash into and out of the organisation during the financial year. In this context "cash" includes cash equivalents, for example, bank accounts where cash can be readily withdrawn to pay for debts as they become due.

**Funds**

General funds are donations and other income received or generated for the objects of the organisation without further specified purpose and are available for general funds without restriction.

Restricted funds are either donations which the donor has specified are to be solely used for particular areas of the charity's work or grant income sought for specified activities.

**2 Income from grants**

|                                     | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | Total<br>2021<br>£ | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | Total<br>2020<br>£ |
|-------------------------------------|----------------------------|--------------------------|--------------------|----------------------------|--------------------------|--------------------|
| The National Lottery Community Fund | -                          | 25,228                   | 25,228             | -                          | 52,447                   | 52,447             |
| Derbyshire Dales District Council   | 2,010                      | -                        | 2,010              | 1,508                      | -                        | 1,508              |
| Foundation Derbyshire               | -                          | 12,382                   | 12,382             | -                          | -                        | -                  |
| Derbyshire Dales CVS                | -                          | 15,000                   | 15,000             | -                          | -                        | -                  |
|                                     | <b>2,010</b>               | <b>52,610</b>            | <b>54,620</b>      | <b>1,508</b>               | <b>52,447</b>            | <b>53,955</b>      |

**3 Restricted funds**

*Restated - see note 5*

|                                     | Balance<br>b/fwd<br>£ | Income<br>£   | Expenditure<br>£ | Balance<br>c/fwd<br>£ |
|-------------------------------------|-----------------------|---------------|------------------|-----------------------|
| The National Lottery Community Fund | 30,256                | 25,228        | (29,857)         | 25,627                |
| Foundation Derbyshire               | -                     | 12,382        | (2,510)          | 9,872                 |
| Derbyshire Dales CVS                | -                     | 15,000        | (6,654)          | 8,346                 |
|                                     | <b>30,256</b>         | <b>52,610</b> | <b>(39,021)</b>  | <b>43,845</b>         |

**The National Lottery Community Fund**

Grant funding for the core business promoting friendship and inclusion. The grant was for 2 years but was not fully spent as at 31 March 2021. It has been agreed with the funder to extend the project until the funds are fully spent.

**Foundation Derbyshire**

A grant given to support additional hours and the building of a database of clients. The original plan was to build a bespoke database, but the charity will now be using a subscription service to an existing product.

**Derbyshire Dales CVS**

A grant given for the expansion of the service into North Derbyshire. The funding was given for 18 months, starting in August 2020 - 8 months worth of apportioned salary costs have been allocated to this funding.

*Prior year comparison - restated - see note 5*

|  | Balance<br>b/fwd<br>£ | Income<br>£   | Expenditure<br>£ | Balance<br>c/fwd<br>£ |
|--|-----------------------|---------------|------------------|-----------------------|
| <i>The National Lottery Community Fund</i> | 27,219                | 52,447        | (49,410)         | 30,256                |
|  | <b>27,219</b>         | <b>52,447</b> | <b>(49,410)</b>  | <b>30,256</b>         |

**Notes to the accounts - continued**  
**For the year ended 31 March 2021**

**4 Trustees remuneration, benefits and expenses**

The charity trustees were not paid or received any other benefits from employment with the charity in the year (2020: £nil) neither were they reimbursed expenses during the year (2020: £nil). No charity trustee received payment for professional or other services supplied to the charity (2020: £nil).

**5 Prior year adjustment**

There are 2 prior year adjustments made to the 19/20 accounts:

|   | £                   |
|---|---------------------|
| Previously the accounts have not included the balance or movements relating to the 100 Club bank account: |                     |
| 100 Club bank balance (after unrepresented cheques as at 31 March 2019)                                   | 1,173               |
| 100 Club income during 19/20  | 1,393               |
| 100 Club expenditure during 19/20   | (190)               |
| 100 Club bank balance as at 31 March 2020   | <u><u>2,376</u></u> |

In the 19/20 accounts, 100% of salaries and 80% of costs were allocated to the National Lottery Community Fund. The trustees have reviewed this allocation and determined that 100% of non-fundraising related costs should be allocated to the National Lottery Community Fund for the 19/20 financial year. This amounts to £1,956.

|   | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | Total<br>2020<br>£   |
|---|----------------------------|--------------------------|----------------------|
| <i>Fund balance as at 1 April 2019 as previously stated:</i>  | 6,716                      | 27,219                   | 33,935               |
| Inclusion of the 100 Club bank account                        | 1,173                      | -                        | 1,173                |
| Fund balance as at 1 April 2019 as restated:                  | <u>7,889</u>               | <u>27,219</u>            | <u>35,108</u>        |
| 100 Club income during 19/20                                  | 1,393                      | -                        | 1,393                |
| 100 Club expenditure during 19/20                             | (190)                      | -                        | (190)                |
| Reanalysis of the National Lottery Community Fund expenditure | 1,884                      | (1,884)                  | -                    |
| Net adjustment of funds                                       | <u>3,087</u>               | <u>(1,884)</u>           | <u>1,203</u>         |
| <i>Net income/expenditure for 19/20 as previously stated:</i> | 6,960                      | 4,921                    | 11,881               |
| Net income/expenditure for 19/20 as restated:                 | <u>10,047</u>              | <u>3,037</u>             | <u>13,084</u>        |
| Fund balance as at 31 March 2020 as restated:                 | <u><u>17,936</u></u>       | <u><u>30,256</u></u>     | <u><u>48,192</u></u> |