

**THE COMMUNITY COUNCIL FOR SOMERSET**  
**CONSOLIDATED ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED – 31 MARCH 2021**  
**CHARITY NUMBER: 1069260**  
**COMPANY NUMBER: 03541219**

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## **OBJECTIVES OF THE CHARITY AND PRINCIPAL ACTIVITIES**

The Charity's objects ("the Objects") are as follows: -

- "To promote any charitable purposes for the benefit of the community in the administrative County of Somerset and in particular the advancement of education, the protection of health and the relief of poverty and distress and physical and mental sickness and disability."
- In furtherance of the Objects but not otherwise the Charity may exercise the following powers to:
- promote and organise co-operation in the achievement of the above objects and to that end to bring together representatives of the voluntary organisations and statutory authorities engaged in the furtherance of the above purpose within the area of benefit;
- draw, make, accept, endorse, discount, execute and issue promissory notes, bills, cheques and other instruments, and to operate bank accounts in the name of the Charity;
- raise funds and to invite and receive contributions: provided that in raising funds the Charity shall not undertake any substantial permanent trading activities and shall conform to any relevant statutory regulations;
- acquire, alter, improve and (subject to such consents as may be required by law) to charge or otherwise dispose of property;
- employ such staff, who shall not be directors of the Charity (hereinafter referred to as "the trustees"), as are necessary for the proper pursuit of the Objects and to make all reasonable and necessary provision for the payments of pensions and superannuation to staff and their dependents;
- establish or support any charitable trusts, associations or institutions formed for all or any of the Objects;
- co-operate with other charities, voluntary bodies and statutory authorities operating in furtherance of the Objects or similar charitable purposes and to exchange information and advice with them;
- pay out of the funds of the Charity the costs, charges and expenses of and incidental to the formation and registration of the Charity;
- do all such other lawful things as are necessary for the achievement of the Objects.

### 1.1 The Charity's vision, mission, aims and values are:

**Vision** - Vibrant, viable and resilient Somerset communities with healthy, happy people and strong, sustainable enterprises.

**Mission** - To inspire and enable Somerset's people, community organisations and enterprises to take action to build vibrant, viable and resilient communities.

#### Aims

- Strengthen **communities**
- Innovate and encourage **enterprise**
- Support and serve **people**
- Tackle **disadvantage**

#### Values

- Giving a voice to everyone in the community
- Fairness and courtesy to all
- Flexible and adaptable
- Transparent and accountable
- Impartial, trustworthy, confidential and friendly
- Adopting the highest possible standards in all that we do
- Working with partners and sharing best practice
- Investing in the development and well-being of employees

### 1.2 Public Benefit

In planning our activities, the trustees have had regard to the Charity Commission's guidance on public benefit. In particular, these activities meet our charitable objects as described above.

### 1.3 Review of Activity

- The 2020/21 financial year was again a year of growth, although somewhat slower than previous years with employee numbers increasing by 9%. The organisation was faced with new challenges during the Covid-19 pandemic, subsequent lockdowns and restrictions for much of the year. We were forced to adopt new ways of working and delivering our services to Clients and Communities. Our income has increased by 16% this year - £324,674. We have maintained our robust full cost recovery model to ensure that project funding adequately covers the essential core organisation functions and to enable good governance practice.

CCS continues to be seen as an innovator and trusted partner in service delivery enabling new ways of working in person-centred support.

With a mix of Village, and Community Agents CCS now has full county-wide coverage which has been our ambition since launching Village Agents back in 2012. A total of 60 Agents now work to support Somerset's vulnerable and isolated people and discussions have been taking place over the last year to secure longer term funding from both County Council and Health commissioners. We have also developed a number of specialisms and have been agile in working with partners to trial new ways of working particularly over the last extremely difficult year. These include work with people with Learning Disabilities, Mental Health and high intensity users of both primary and secondary care, presenting with non-medical issues.

During the pandemic, in order to maintain our support, we moved quickly to implement a new, full call-centre system to enable all staff to move to full online working. We introduced a web contact form to enable both professionals and individuals to contact us seamlessly using a single point of access. This enabled us to manage demand effectively and since March 2020 we have delivered over 75,000 community support activities to include medication sourcing and distribution and food distribution in particular. CCS Agents managed the County Council's Food Resilience Task Force – manning a warehouse and freezer depot to ensure that over 500,000 units of food were redistributed via community groups to people who needed it.

The CCS Strategic Plan will be refreshed in late 2021 following a series of visioning sessions with all staff and trustees across the CCS group, which were held late in 2020. However, the priorities remain almost identical to those of the previous year.

The main areas of focus will be:

- Building on the very successful re-launch of the Community Buildings and Village Halls advisory service which proved to be needed more than ever during the pandemic.
- Continued county-wide coverage for our full range of Agent services (reshaped as necessary to respond to the changing funding mix for these services).
- Expansion of our specialist services including:
  - Supporting more communities of interest across a range of equalities issues.
  - Significant growth in earned income from consultancy through Smart Communities Ltd, our wholly owned trading subsidiary
  - Further support for emerging social enterprise and entrepreneurs through developing a Countywide Social Enterprise Network and a series of workshops and events for this sector and through the expansion of the Somerset Micro-Enterprise programme.

The current CCS Strategic Plan covers 2018 – 2021 with a broad strategic focus centering on People, Places and Enterprise. This is supported with an Implementation Plan. The strategy establishes our key priorities as;

#### **Grow our reach into, and impact for, communities across Somerset**

- We have secured funding for Village, Community and Carers Agents over the whole county. During the year we consulted staff, stakeholders and clients on the delivery model which then resulted in Carers Agents being renamed as Village Agents in order to simplify the referral process and adopt



a "One family, one Agent" approach. This includes full-time staff based at Musgrove Park Hospital and Yeovil District Hospital as well as staff working closely with 13 community-based hospitals to support hospital discharge. A test and learn project started in January 2021 in conjunction with A&E departments.

- Funding from the Hinkley Community fund continued for Somerset Diverse Communities whose BAME Community Engagement support groups and communities to develop, as well as provide learning opportunities for individuals.
- We continued to support organisations with business plans and funding bids to enable their new community projects to happen.
- Our Community Buildings Officers supported Village Halls to adapt to the changes brought about by the Pandemic and its restrictions. Membership increased as a result of the support available.
- The Transport Village Agent in West Somerset continued to support individuals to gain access to transport in the area, with particular emphasis on bicycles.

#### **Diversify our funding base:**

- Smart Communities Ltd continues to undertake consultancy work for an increasingly diverse range of clients and gifts any trading surplus to CCS as unrestricted income.
- Somerset Diverse Communities (SDC) continued to expand and also diversify funding streams from Statutory sector partners in particular.
- We continue to promote the Love Somerset campaign to increase funds for the Rural Somerset Crisis fund and locality crisis funds. We also build in 'fix-it' funding to grants from funders to support individuals.
- Funding continued from Somerset County Council, Somerset CCG, Primary Care Networks and GP federations to deliver Agent services.
- Our Marketing and Communications Strategy including more effectively communicating our brand and developing a range of support materials for staff to use when articulating our offer was implemented along with innovative ways of advertising our services during lockdown.

### **ACHIEVEMENTS AND PERFORMANCE**

Our success is measured in a number of ways; for specific projects the outcomes and indicators are agreed with the funders and are regularly reported on in accordance with their requirements, along with case studies as examples. Defra require us to report on progress and achievements across a number of key themes on a quarterly basis. Feedback is sought from events held including training provided for Community Buildings workshops and Social Enterprise events. The Chief Executive reports on progress across the organisation to every Board meeting.

A set of bespoke outcomes and reporting requirements has been agreed with funders.

## 2.1 People

### **Village and Community Agents including Home First Hospital Discharge, Transport Agent, Macmillan Agent and SDC.**

This year has seen a small growth in Agent services and new challenges brought about by a Global Pandemic which resulted in national lockdowns for much of the year. We grew to a total of 60 Agents including Team Leads in all locality areas. The Covid-19 Pandemic led to unprecedented numbers of clients requesting our service and agents had to find new ways of working due to national guidelines whilst keeping themselves and their clients safe. April 2020, the first full month of lockdown, saw 25,000 referrals to our agents, many around the need for food and medication. We were tasked by Somerset County Council to contact people who were considered especially vulnerable. Most of this was via telephone calls to check on people but where we had incorrect details we also mounted a face to face welfare check, by late Spring in this project we contacted over 9,000 people. We introduced a new telephony system which meant agents could answer the main phone line from their laptop or mobile. We introduced an online referral form for ease of referral, a triage system to make sure all referrals were allocated to an agent. Talking Cafes were closed so in May 2020 we introduced Talking Café Live Online. These covered various subjects from isolation, exercise, domestic abuse to more light hearted cooking and gardening. These attracted a regular online audience and were held daily at 11am.

Following each lockdown increasingly complex cases were referred. As lack of movement and increased isolation became more apparent for those who are vulnerable. Agents carried out detailed risk assessments before visiting a client.

The Acute Hospital team, Somerset County Council and The British Red Cross introduced a Single Point of Care as way of any staff member in Acute Hospitals, Community Hospitals, Discharge to Assess or Rapid Response referring into the VCSE sector any patient they feel needs help to get home or support once they are home. This removes any confusion on who to refer to and has been a great success with over 800 patients referred in the first 3 months.

The Somerset Food Resilience Taskforce was set up during the pandemic. This started off on quite a small scale but soon grew to include donations of pallets of ambient food from FareShare and HIS Church every week and Community Food groups from all over Somerset joining with us to make sure that no one in Somerset went hungry. We have also set up very large freezers in 2 locations in the County to get healthy frozen meals to those that need them. We have helped communities set up community pantries and freezers across the County. We took advantage of Somerset County Council facilities to run a warehouse. Local suppliers donated food to support our efforts.

The MacMillan Cancer support project continued for a second year and its success was recognised by the CCG who have now funded a further two posts for a year when the MacMillan funded project ended.

We executed a piece of work calling all of the carers we have dealt with to make sure they knew they were eligible for a vaccine and work with any barriers they had in getting the vaccine.

## **Carer's Service**

The Somerset Carers Service continued to support unpaid Carers across Somerset. In adopting our Think Family approach alongside our new data capture system, we were able to more accurately report on our impact in terms of outputs and in identifying and supporting unpaid Carers. The pandemic has been a very hard time for carers, with respite facilities unavailable it has meant that people were very much stuck together 24 hours a day. We found creative ways to support people, for example putting together carers packs of 14 very good quality frozen meals so that the carer had a break from cooking for a week. The packs were provided by Thomas Franks Ltd. We also provided grants for carers to have a microprovider come to their home to give them a break and laundry services were organised for people.

We also moved from having dedicated Carers Agents as they were renamed Village Agents. Village Agents support unpaid carers and it was a logical progression to move to a "One Family, One Agent" approach to ensure no confusion or duplication. This move has been very well received by carers and partners alike.

## **Somerset Diverse Communities**

Over the course of the pandemic, Somerset Diverse Communities has considerably expanded its impact and reach. We secured another year of funding from the Hinkley Point C Community Fund, distributed by Somerset Community Foundation, to continue to grow and develop. We increased the support we provide to BAME community groups, giving advice on structure and governance as well as supporting community groups to identify funding opportunities and write applications. We linked in with Smart Communities to deliver a 5-week series of workshops looking at everything from Mission and Values, to structure, to communications.

We successfully secured funds from Somerset Skills and Learning to deliver English classes across the County - expanding the provision previously provided. This year these have all had to move online but have provided learning opportunities that have been so vital when social isolation has meant that people have not been able to practice their English skills in the community. We have also developed a Language Connect programme, linking English speakers with people who want to improve their conversational English skills. This has been a really successful initiative and moved from a pilot to being fully rolled out.

We successfully secured emergency response funding from Somerset Community Foundation because of the disproportionate impact the pandemic has had on ethnically diverse communities. We helped with home schooling – providing tutors to support families to understand home schooling requests, and children to ask questions, as well as writing a report to help schools understand how children with English as an Additional Language can be supported in the future if home schooling returned – which it unfortunately did.

This funding enabled us to get translated information out to communities, who were desperately seeking information. We also got communities involved in translating information – such as the roadmap to recovery – so this information could reach them in a timely way as translations were extremely slow in coming from Government.

We massively increased our reach in terms of online events with 2,677 choosing to attend our multicultural events and webinars in our last funding period. When lockdown happened, we quickly moved our provision online and helped ethnically diverse groups and individuals to do the same. We envisage a blended approach in the future, rolling out what we now know works well, but still keeping the very important face to face activities too.

We have developed and launched our own series of podcasts, looking at identity and giving people a platform to discuss their own diverse experiences of growing up, living or working in Somerset with a huge wide of ethnically diverse individuals.

We increased our multiagency working, so the statutory sector could better understand the impacts experienced by ethnically diverse communities by the pandemic and systemic discrimination. We supported Smart Communities to reach ethnically diverse communities in their research and have supported the development of their excellent offers.

We administered our small grants fund and secured additional funding to ensure we can continue to be able to deliver this in the future.

### **Surviving Winter Grants**

CCS distributed payments to those individuals in need of 'Surviving Winter Grants'. These grants come from money kindly donated by people who receive the Winter Fuel allowance and allocated by Somerset Community Foundation. The grants are available for older people and it was extended this year to those who are Clinically Extremely Vulnerable in our communities, to ensure they stay warm and well during the winter months. We were allocated a further £46,000 from the Somerset Community Foundation in 2020/21. A total of **£ 26,437 (2020 £44,633)** was awarded in the period. The remaining funds will be distributed during 2021/22.

### **Rural Somerset Crisis Fund**

This fund makes grants available to people and families in crisis situations. Funding comes from general donations received from organisations including W G Edwards Charitable Foundation and fundraising from events for example Somerset West Lottery, Local Giving and commission CCS receives from the oil buying scheme. We also receive grants from various organisations for specific individuals to purchase goods or services on their behalf. We were also giving grant funds from statutory bodies to deliver specific grant projects such as Boris Box food support. During 2020/21 there was a significant need for support and 630 grants were awarded to individuals and Community Groups totalling **£110,629 (2020 £18,023)** from these funds.

### **Bishop Fox's Educational Foundation**

The Bishop Fox's Educational Foundation (BFEF) is administered by CCS. The aim of BFEF is to promote public benefit through the education (including social and physical training) of young people, aged 11-24 years through financial assistance. The Board of Trustees meets five times a year to consider grant applications for school uniform, academic and vocational studies, capital bids, educational travel, training courses and sporting expenses. Further information is available via [www.bfef.org.uk](http://www.bfef.org.uk) and in the BFEF annual report and financial statements.



All 6 board meetings for 2020/21 took place via Zoom. Interim grant award decisions were agreed via email or phone.

Taunton Secondary schools were requested to apply for any additional IT support or other needs ahead of the January 2021 Board meeting, requests varied greatly from £40k to below £3k, and trustees kindly supported the full amounts requested, with the exception of one school, as the request was far in excess of the £10k awarded. Prior to this IT support grants of £5k per school, were awarded in May 2020 and £2k per school in Dec 2020 the latter, specifically for year 7 students. For 2020/21 c£77k was awarded in total to secondary schools for IT support, mainly used for laptops, chrome books, etc.

Other grants totalled c£72k including £5k bursary to CYMT, c£11k for uniform grants and £12k for year 1 (3 year pledge of £36k made) to Somerset Crimebeat Trust for their unlocking potential for Somerset programme.

Refunds totalling £1,800 were received for educational trips, which unfortunately didn't take place owing to the pandemic.

## **Oil Scheme**

The Community Oil Scheme is a bulk-buying oil scheme which is being run by Community Councils throughout the country. We launched the scheme in September 2011 and AF Affinity now administers this service which offers a range of services for customers and the ability to pay in instalments.

For the £24 annual membership subscription for individuals, members can order with the scheme and buy together in bulk, saving money on the cost of their heating oil and helping to reduce fuel poverty and tackle disadvantage. There were 220 members of the scheme during the reporting period, 17 less than 2019/20.

## **2.2 Place**

### **Community Projects**

Smart Communities (also see below) have delivered projects to Communities in all parts of Somerset, urban and rural. This involved regular liaison with Town and Parish Councils, Social Enterprises, charities and community groups. This included advice on project planning, gathering evidence of need, community consultation, funding plans, bid writing, business plans and governance. This support enables a group or organisation to go from idea to successful project. The projects ranged from small amounts of funding to carry out improvements, to building completely new buildings. Examples of successful support include Otterhampton Village Hall, we have worked with them for a number of years to refurbish the building. We carried out extensive community consultation, then guided the trustees to create a business plan for the facility. We created a funding plan and then assisted the trustees to write bids to a variety of trusts and funder. These applications were successful and they have secured enough funds to complete the refurbishment which will be completed during the summer of 2021



## **Smart Communities Ltd**

CCS has a wholly owned trading subsidiary; Smart Communities Ltd. Smart Communities Ltd is a company limited by guarantee and has its own Board of Directors; who in the reporting year were Gary Francis (Chair), Penny James, Julian Lomas and Peter Gunner (who is also a trustee and director of CCS).

Since Smart Communities Ltd was formed, the CCS consultancy team have been seconded to it to deliver consultancy projects such as those described below.

The Smart Communities team has expanded to seven members of staff and now includes an Enhance Social Enterprise Officer, a Community Buildings Officer and two Business Development Officers.

## **Larger Consultation projects**

We were commissioned to carry out consultations with specific communities and over larger geographic areas including:

- Consultation with vulnerable people who have been supported through Somerset County Council's services over many years. The purpose was to understand their experience. This project was commissioned before the Covid restrictions came into place and so we adjusted the delivery by using phone interviews and outdoor spaces for face-to-face interviews. The commissioner for this project was very pleased with the quality of the work done and the dedication demonstrated by the team.

## **2.3 Enterprise**

### **Social Enterprise**

Smart Communities has created the Somerset Social Enterprise Network, this was launched in January 2020 and now has 194 full members and 10 associate members. There are at least one meeting every month (currently all online due to Covid restrictions) which are a mix of peer networking and training. There is also a monthly bulletin, which is mailed to the members and the wider database of over 600 social enterprises.

### **Community Buildings**

Community Buildings and Village Halls offer a common space where a wide range of social activities can support the local area and residents, thereby strengthening communities. Managed by volunteer committees, our role is vital in supporting these volunteers with many issues including legislation, funding, best practice and much more. To keep our halls up to date we distributed regular newsletters and bulletins, provided advice and support and ran training events on topics including Charitable Incorporated Organisations (CIO), Trustees roles and responsibilities, fundraising, planning a new development, and Safeguarding. We also ran regular sessions of the Covid rules and their impact on hall management very regularly throughout the pandemic.

Due to Covid restrictions, the Hallmark scheme was put on hold for this year.

Due to the change in the constitution, Community Buildings members no longer have a vote, only the CCS trustees now can vote. However, the service they receive has not changed and there was renewed focus on an annual Community Buildings Conference (last year virtually).

## **Communications**

This year we launched a brand-new website for CCS including new URL, [www.ccslovesomerset.org](http://www.ccslovesomerset.org), giving it a fresh modern look and linking in the 'back end' in a new multi-platform maintenance area, where information can be duplicated across multiple sites where needed, but only updated once, saving time and improving the accuracy of information on the site. Examples of this are in the Talking Café pages with the widgets containing the information. There were 23,108 visits to the visits to the CCS website during 2020–2021 which is a 20% increase compared to our previous year. Our top three visited pages were Vacancies, Members and About Us, which is a change away from Village Agents and Talking Cafes, which indicates that people are finding that information directly from the Somerset Agents website.

CCS Facebook growth from 918 'likes' in April 2020 to 1,817 at the beginning of April 2021, which is a 97% increase. We have been focusing our efforts to publicise our services, useful and informative information to support all members of Somerset's communities during the pandemic – across all services and linking back to the CCS website. We did have two paid for posts but with no huge increase – sharing into community groups directly and organic sharing has resulted in this increase.

The Somerset Agents website had 11,275 individual visitors from April 2020 – end March 2021 with an additional 1,490 visits to the Somerset Village Agents & Talking Café pages on the CCS site. The top pages in this period were: Find An Agent, Somerset Village Agents (About), Agent Call Back & Talking Cafes.

Talking Cafes: Views during the live sessions are still low but most views tend to occur later in the day and evening. HB has spent significant time setting up the new system, training and supporting Agents to use the software and in sharing the content across social media to ensure views are high at an average of 1,400 per Talking Café. They have been described as the 'This Morning for Somerset'. The most viewed Talking Cafes throughout the year have been on:

Date	Area	Views	Reach	Engage ment	Topic
24/07/2020	South Somerset	7500	22000	133	Make Do and Mend
29/06/2020	West Somerset	6800	20043	456	Activities for Families
09/07/2020	Sedgemoor	6600	10839	924	Food Resilience in action
10/07/2020	South Somerset	5400	16307	531	Hospital Discharge
18/08/2020	Taunton	5300	19495	532	Red Robin Books



We currently stand at 334,233 total views since they launched on the 14<sup>th</sup> May 2020. The Facebook following growth has been phenomenal from 190 in March 2020 to currently standing at 1,078 'likes' with 1,540 followers. Anecdotally, Agents have said how they have received many referrals from these Online Talking Cafes, and when aired across multiple platforms have led to increased contact from Carers to the Facebook pages. Visits to the web pages: 2,088 across both websites.

The Somerset Carers website had 11,090 unique visitors in 2020/21 - a very small decrease on the previous year, which could be because people are getting the information they need from the Somerset Agents site and also information also being available on the new Community Connect Website. It could also be that the 'What's On' page which was previously popular and drew people in has obviously had little activity because of COVID. The most popular pages are Micro-providers, Somerset Village Agents, What's On in Your Area. The social media following on Facebook has doubled this year to 303 to the end of March & on Twitter has grown to 365 followers. Interaction is still slower, but has shown much improvement in recent months with a significantly higher reach than the first half of 2020. Work will continue to grow this area.

Somerset Diverse Communities (SDC) has seen a huge increase online via its Facebook page. During April 2020 – March 2021 the SDC Facebook likes have increased from 573 to 751 (31% increase). Connecting and communicating to Somerset's ethnic minority communities has been vital to share Covid-19 translations, information and support available. SDC lead the way with the Covid-19 Roadmap to recovery translating it into 17 languages with the support for the SDC local Network. The web page has seen a 60% increase of unique visitors.

Tehmina Boman-Behram drafted multiple marketing plans across some of our services for Somerset Diverse Communities, West Somerset Bike Appeal, Somerset Good Neighbour Scheme, Get West Somerset Moving and undertook a Smart Communities Marketing review. Nicola Greenslade returned to her post in September, 2020 and has further developed and delivered the plans, adapting them as the projects have evolved.

Highlights in the year were:

- Somerset Food Resilience – Agents and Smart Communities supporting Somerset to secure food reaches the most vulnerable. The task force have delivered food and set up community based food storage to help those in need.
- New Chat to Connect – Covid-19 response for Clinically Extremely Vulnerable people in Somerset.
- SDC - New Women of Colour Events – with BBC Somerset interview/feature
- SDC – Covid-19 Roadmap to Recovery 17 Language Translations shared via social media channels.
- SDC – New Podcast series launched
- SDC & Smart Communities – 5 Week BAME group training course.
- Community Buildings – series of 11 training webinars
- Gift Of Small Things (Christmas Gift Appeal)
- Carers: Positive reception of the change of Carers Agents into Village Agents
- Carers: Posts and articles on vaccinations have been the most popular and helped drive people to the pages.

- Success of the online Talking Cafes during Covid times.
- Food Resilience Taskforce – shout outs, thank yous and video updates on the teams activities have all been extremely popular and often picked up by the media such as BBC Somerset when posted.
- At least 8 interviews on local BBC radio, and many of our Good Neighbours schemes have featured in the newspapers at a local & national level. Good relationships have been built with the bigger news outlets such as ITV and BBC and BBC often contact us for information on what is happening in communities or signposting to a group.
- SSEN events have been fairly well attended, resulting from a combination of regular e-news bulletins, social media and calling people directly. Our stakeholders and affiliated members are very good at sharing our information when requested.

### **Links with other agencies**

CCS's CEO attends regular Voluntary, Community and Social Enterprise (VCSE) forum meetings and is a member of the advisory board helping to set strategy and direction. The CEO also attended facilitated workshops to examine closer collaboration across the county and along with the Deputy CEO (Operations) CCS attends as many cross-cutting and cross-county meetings and events as possible. CCS enjoys excellent partnership relationships with the County Council, Somerset's CCG and other partners in health, social care and the third sector.

During the pandemic the CEO attended regular weekly meetings of a brokerage cell to discuss and act on essential provision for those most adversely affected.

### **Organisational Changes**

CCS outsourced the Data Protection Officer role to IG Smart in August 2020, who also conducted a Data Gap Analysis to improve our processes and provided video training material for all new starters in the organisation as well as ongoing support.

Following the departure of the Quality and Performance Manager in September 2020 further development of the Data Capture system, QuickView, and reporting to funders was allocated to Kristy Hirons to sit alongside her role of Agent Team Lead.

The internal HR advisor Lindsey Taylor who was recruited in the previous financial year left the organisation in December 2020. Her replacement was sought, and the position offered with a start date confirmed for the following financial year. Further staff changes saw the departure of the Deputy Chief Executive and the Agent Manager and in line with CCS' strong policy around the development of correct staff we recruited staff to the positions of Operations Manager and Hospital Liaison Manager – creating a new team in the Agent services. We also gained trustee approval for the appointment of a Development Manager to build on our successful partnerships with commissioners and stakeholders and to assist with income generation - that position will be recruited in the next financial year.

### **LOOKING AHEAD**

Our strategic focus for the forthcoming year does not differ to that of the last year and hence will remain as priorities in people, place and enterprise. CCS will examine closely what the future structure of the organisation should be. We will consolidate our existing projects and services to ensure high quality

delivery and continue to build on the enhanced reputation we have created over the last 3 years. Therefore, our work will centre on the following themes:

### **3.1 People**

#### **Village, Community and Carers' Agents.**

The Agents will be 'getting back to' a more normal way of working. Much of 2020 and 2021 so far has been operated in Lockdowns. Agents started to visit people in their homes more often from May 2021. Home visits were carried out during the lockdown periods but only after a thorough risk assessment and in extenuating circumstances. We will continue some of the ways we have worked as it has streamlined the service and made some things efficient. Agents will continue to answer the main phone line. They will continue to triage clients before a visit is done. We will continue on-line Talking Cafes as well as open up some face to face Talking Cafes.

We continue to focus on unpaid carers and using our position within Primary Care Networks join up with them to reach people before they get to crisis point. We will be using their database of registered carers to ensure our reach is as broad as possible.

We continue to develop the Carers Academy to support carers with information and training needs.

We are looking at funding opportunities for focused Agents during the next year. This is still in its infancy but the possibility for BAME Agents, Learning Disability Agents and specialist Hoarding Agents with County and the Lottery.

#### **Somerset Diverse Communities**

We will continue to support groups to develop skills, deal with issues around governance and source funding. We will be focusing some of our efforts on helping new groups to develop from communities, which have historically not had formal community support, such as the Romanian community. We are looking forward to the challenge of supporting and enabling large multicultural events to happen across the County, whether that is in person or online. We will continue to innovate to find new ways to support community groups to make things happen in a more challenging environment. Our Somerset Diverse Communities fund will again open to applications and is increasing the maximum grant to £500. We will look to continue our ESOL (English for Speakers of Other Languages) provision across the County and build on the successful work with community partners from the last year. We will also be welcoming Hinkley Point C workers and their families to the County. We will look to secure an additional 3 years of funding to mitigate the impacts that the HPC development has had in Somerset. We are always looking for ways to integrate Hinkley Point C workers into the wider community in meaningful ways.

We will expand our team and are hoping to recruit an Interfaith co-ordinator. This will again expand the reach of our work, and help develop an Interfaith network in Somerset. We will also expand and start to work with Young people. We will develop Diverse Young Somerset, a group of young people who will examine young people's experience of growing up in ethnically diverse communities in Somerset.

We are also looking to expand our research with communities, and will continue to support lateral flow testing and encouraging vaccine take up in Somerset. We will look to work closer with statutory bodies



and increase funding from these sources to enhance their understanding of ethnically diverse communities in Somerset.

### **3.2 Place**

#### **Smart Communities Ltd.**

The Smart Communities team have delivered a wider range of projects and have demonstrated huge creativity about how to deliver them despite the Covid restrictions. Since August 2018 Smart Communities Ltd has been the vehicle for delivering consultancy services. CCS staff are seconded to Smart Communities Ltd to carry out these projects. Smart Communities Ltd will seek to appoint an additional Community Advisor over the next year to add extra resource and capacity and to work directly with geographically place communities in strengthening their own local area and providing local community solutions.

### **3.3 Enterprise**

#### **Community Buildings Support**

CCS has continued to support and provide the advice service, delivering a number of training and networking events on topics. The fast changing situation due to the Covid rules and the impact on community buildings ability to open and what services can be provided, led to us providing a large number of webinars and bulletins to keep both members and non members informed. We have also provided one to one support to hall trustees as required to interpret the rules for their situation. We also established and manage a very popular Facebook group for members, which is great for sharing ideas and asking questions. For current information & updates visit: [www.somersetccc.org.uk/community-buildings](http://www.somersetccc.org.uk/community-buildings).

#### **Communications and Marketing**

Our Communications and Marketing team worked hard on our digital communications to distribute all our projects and services online due to the pandemic. Using a new program Canva we have created animated video content to share on all social media channels.

2021/2022 is still being dominated by Covid-19 and our response and promoting the government guidance across Somerset communities across all projects. All teams are still delivering content online but are preparing for the first face-to-face delivery as Covid-19 restrictions are lifted. The work delivery ahead will still be a mixture of online delivery and face-to-face when necessary, for projects.

A significant change will be a move to fundraising campaigns for the Crisis Fund, which are being developed. We hope to be ambitious and produce good material to be used for a year long campaign.

Website maintenance will move in 2021/22 to Teapot Creative to help maintain the 4 websites we now have, and a new admin officer will help manage and promote the 12+ social media channels we currently manage across Instagram, Twitter, Facebook, YouTube and LinkedIn.

Changes to existing sites include an update of Carers to include the new Carer's Academy section, an overhaul of the existing directories and converting the Talking Café YouTube links into a searchable

directory, as there are over 250 now. New Somerset Diverse Communities Directory in 2021 to easily map groups and access details via our website.

Smart Communities will move to a stand-alone website to better demonstrate who they are and how they deliver the service. Being transparent that it is a consultancy service and connected to CCS as a trading arm. Alongside the new website, Smart Communities will also have its own social media channels. The site launch will take place in Summer 2021 and Nicola Greenslade will write a 2021 Marketing plan following on from the previous report.

## **REFERENCE AND ADMINISTRATIVE DETAILS**

The trustees are pleased to present their report together with the financial statements of the charity for the year ended 31 March 2021. The financial statements comply with current statutory requirements, the Memorandum and Articles of Association (amended December 2020) and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (issued October 2019).

### **Charity Details**

The full name of the charity is The Community Council for Somerset, Charity Number: 1069260.

### **Trustees**

The Board Members who served during the year and up to the date of this report were as follows:

<b>Names</b>	<b>Title</b>	<b>Date of Appointment (Co-opted /Elected/ Re-elected)</b>	<b>Date of Resignation</b>
Peter Claydon (Jim)	Chair	Re-elected 22 October 2020	
Peter Gunner	Honorary Treasurer	Re-elected 22 October 2020	
Patrick Keating	Individual Trustee		
Rachel Syrett	Individual Trustee		22 June 2021
Steve Wilcox	Individual Trustee		5 May 2020
Eilleen Tipper	Individual Trustee		
Sarah Blackburn	Individual Trustee		5 May 2020
Peter Fox	Individual Trustee		
Valerie Boxall	Individual Trustee	10 June 2020	21 December 2020
Penny James	Individual Trustee	30 April 2020	19 October 2020
Kate Butler	Individual Trustee	23 March 2021	



**Chief Executive:** Keeley Rudd

**Company Secretary:** Keeley Rudd

**Deputy Chief Executive – Operations:** Raj Singh (until 30 December 2020)

**Registered Office:** Viney Court, Viney Street, Taunton, TA1 3FB

**Bankers:** Santander, 62 High Street, Weston-Super-Mare, North Somerset BS23 1JB

**Auditors:** A.C. Mole & Sons, Stafford House, Blackbrook Park Avenue, Taunton, Somerset TA1 2PX

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

The Community Council for Somerset was incorporated on 1 April 1998, and registered as a charity on 22 April 1998. It is governed by the Memorandum and Articles of Association as amended 20<sup>th</sup> September 2011.

On 3 December 2020, a General Meeting of Members was held at which amended Articles of Association were adopted, changing to a Foundation model of Governance.

The charity is a company limited by guarantee, Company Number: 3541219.

### **Membership**

Membership of the company is by application to the office and will involve a guarantee for a contribution of £1 in the event of a shortfall of assets on winding up.

### **Directors and Trustees**

The directors of the charitable company ("the charity") are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees. Trustees are elected at the Annual General Meeting. At each AGM one third of the trustees who are subject to retirement by rotation shall retire from office. Unless notified in writing by the trustee, the date of appointment of a new trustee is taken as the date of resignation of the previous trustee. The Chair is nominated from existing trustees where possible, but if there are no interested candidates then this would be advertised externally.

### **The President**

The General Meeting is empowered to elect a President, who may elect to be a trustee as a result of being so elected.

### **Policies and Procedures for the Recruitment, Selection, Induction and Training of Trustees**

Trustee vacancies are advertised on the CCS website and through social media, and we use a website to match with volunteer trustees. Potential candidates first meet with the Chief Executive then have an interview with the Chair and one other trustee. They are invited to meet other trustees either as an observer at a Board meeting or at a more informal event. There is a person specification for trustees and

tailored versions for the Chair and Honorary Treasurer. An application form is submitted and considered by the Board. The decision to co-opt a new trustee is put to the Board to vote.

The procedure for the induction of new trustees includes providing a comprehensive induction pack at their first meeting which includes key Community Council and charity and company documents. They also meet other members of staff, and receive information about entitlement to and reimbursement of any approved expenses incurred in undertaking the role of a Board member. Trustees' skills audits are periodically undertaken.

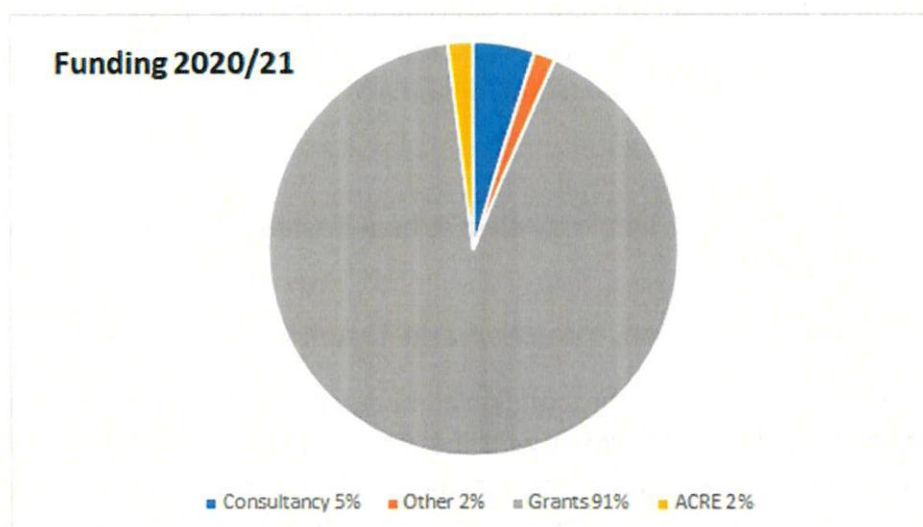
### Management arrangements

The Board delegate day to day management of the charity to the Chief Executive and Senior Management Team. The staffing and pay structure and framework adopted in 2018, to ensure that CCS salaries are consistent with similar local organisations, was used during the year. For staff employed on projects salaries are set out in the bid for funding and any changes are agreed with the funder. A pay policy has been updated and approved by the trustees.

## FINANCIAL REVIEW

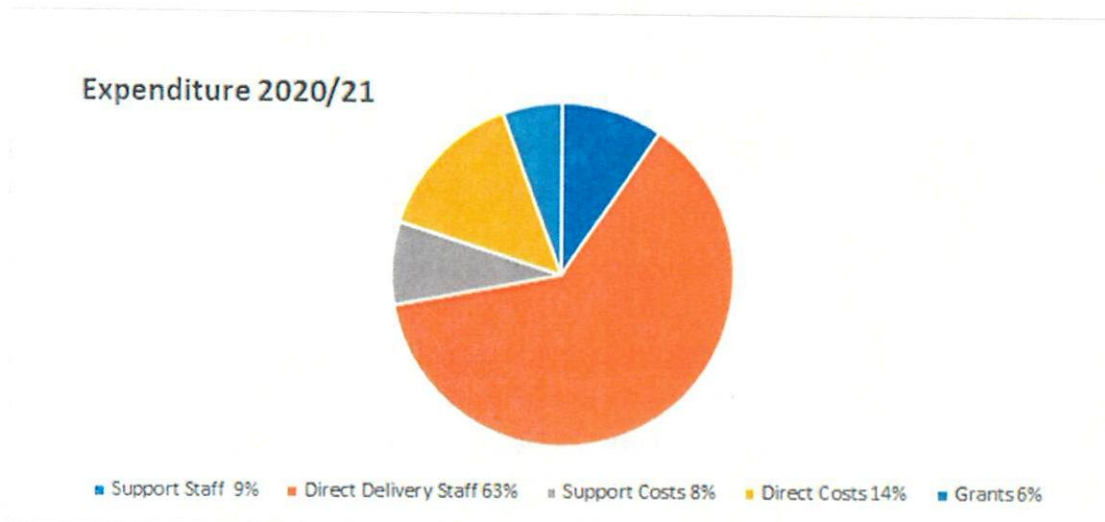
### 6.1 Income and Expenditure

During 2020/21 CCS secured a further one year extension to continue delivering the Carers Service until September 2022. Community Agents, Home First Community Agents and those working with hospitals throughout Somerset to facilitate discharge have received funding to the end of March 2022. The total income has increased by 16% from £2,015,849 in 2019/20 to £2,340,523 in 2020/21. The graph below demonstrates where we get our funding from, and 91% comes from grant funding to deliver projects. Our funding from Defra through ACRE has remained at the same level and been approved for 2021/22. Consultancy income is now received through Smart Communities Ltd who contributed covenanted income of £35,352 during the year. Other income includes subscriptions, commission, bank interest and donations.





Total expenditure has increased by over 14% from £1,990,437 during 2019/20 to £2,286,071 in 2020/21. The graph below shows how we spend our funding; the majority of our costs are staff salaries for direct delivery which makes up 63% of expenditure. Support costs include overheads, such as rent. Grants made are awards distributed from funding provided by other organisations for individuals.



## 6.2 Investment Performance

The CCS investment policy states that the Charity seeks to produce the best financial return within an acceptable level of risk. We have little scope for reducing our costs and it is vital that we maintain the value of grants and income received in order to cover expenditure commitments for the duration of projects, and to deliver our charitable objectives. A significant proportion of our balances are being held to deliver projects over the next year or two and so we need to have regard to cash flow projections.

The £82,923 of investments (including the St Margaret's Fund) is currently invested in a CCLA COIF charities fixed interest fund. The value of these investments has reduced by £1,144 compared with the previous year. The total investment held with Charity Bank is now £203,179.

## 6.3 Reserves

The Community Council's policy is to "maintain sufficient unrestricted reserves (excluding the designated fund for project development) to cover redundancy, loss of grant income and operating costs for at least six months but not more than 12 months." The Trustees estimate this to be in the range of £200,000 and £400,000. This is to ensure that funds are not held unnecessarily when they could be used to help the Charity achieve its objectives, but also that the Charity is financially sustainable and viewed as a 'going concern'.

CCS's total reserves have increased by £53,308, as funds are held to deliver projects during 2021/2022.

- Restricted reserves have decreased from £741,454 in 2019/20 to £682,970 which is due to grant funding received or accounted for in advance of the financial year to deliver projects, particularly Village and Community Agents.
- Designated reserves have increased from £156,516 to £189,844 in 2020/21. The fund designated for project development has remained at £4,300 and will be spent during 2020/21 and



supplemented with investment income. The Carers' Agent designated fund has increased to £185,544 which will be spent on delivering support to unpaid Carers over the remainder of the agreement.

- Unrestricted reserves have increased from £246,162 to £324,626, however it should be noted that this includes the St Margaret's fund which is yet to be designated by the Trustees. The balance of unrestricted reserves would be sufficient to cover unrestricted expenditure for up to one year.

The Board of Trustees reviews finance and policy issues in detail at Board Meetings which are held five times a year. They receive up to date management accounts at each meeting summarising the actual costs and year end projections for each project and fund. The budget is approved at the start of the year and variances are highlighted during the year.

## **6.4 Risk**

The Community Council Board has identified the key risks facing the organisation and has produced a risk register. Risks are RAG rated and the probability and impact are assessed as high, medium or low. Risk owners have been identified for all risks and mitigating action has been considered and documented. The risk register is reviewed at every Board meeting to consider whether the assessments have changed, whether mitigating action is still appropriate, and to identify any new and emerging risks. CCS is currently reviewing its Risk Management Policy and developing a group risk register. The latest risk register reviewed in March 2021 highlighted the following 'red' risks;

- Insufficient staff capacity
- Loss of key members of staff
- Withdrawal of funding
- During the year the Covid-19 impact was clearly identified as a serious risk both in terms of impact on staff health and wellbeing and capacity but also the potential for lost revenue due to statutory commissioners prioritising support for people. The reality was in fact the opposite and CCS secured considerable additional funding due to the nature of our support for vulnerable people. The Covid-19 situation remains a potential "red" risk however and the senior managers and trustees keep this under constant review.

## **Statement of Trustees' Responsibilities**

The trustees (who are also directors of the Community Council for Somerset for the purposes of company law) are responsible for preparing the Trustees' Report (incorporating the directors' report) and the financial statements in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and group and of the income and expenditure of the charitable group 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 judgments and accounting estimates that are reasonable and prudent,
- state whether applicable UK Accounting Standards 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 charitable company will continue in business.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and the group 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.

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

Approved by the Trustees on 28 JULY 2021 and signed on their behalf by



Peter (Jim) Claydon

**CHAIR**



## **Opinion**

We have audited the financial statements of The Community Council For Somerset (the "parent charitable company") and its subsidiary (the 'group') for the year ended 31 March 2021 which comprise the Consolidated Statement of Financial Activities, the Consolidated and Company Balance Sheets Consolidated Statement of Cashflows and 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).

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.

In our opinion, the financial statements:

- give a true and fair view of the state of the group's and the parent charitable company's affairs as at 31 March 2021 and of the group's income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- 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 group in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

## **Conclusions relating to going concern**

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the society'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.

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.

### **Opinions 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 (incorporating the directors' report) for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' report (incorporating the directors' 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 group and the parent charitable company and their environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Annual Report (incorporating the directors' 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 by the parental charitable company or returns adequate for our audit have not been received from branches not visited by us;
- the parent charitable company financial statements are not in agreement with the accounting records and returns;
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not obtained all the information and explanations necessary for the purposes of our audit.

### **Responsibilities of the trustees**

As explained more fully in the trustees' responsibilities statement the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as 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 group's and the parent charitable company'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 group or the parent charitable company or to cease operations, or have no realistic alternative but to do so.

### **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 extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

#### **Identifying and assessing potential risks of material misstatement due to irregularities**

We considered the following when identifying and assessing risks of material misstatement due to irregularities, including fraud and non-compliance with laws and regulations:

- the legal and regulatory framework in which the group operates
- the nature of the sector in which the group operates
- the control environment and controls established to mitigate such risks
- the results of our enquiries of management about their identification and assessment of risks of irregularities
- discussions with the audit engagement team about where fraud might occur
- the incentives for fraud.

Laws and regulations which are considered to be significant to the group include those relating to the requirements of financial reporting framework FRS102, the Companies Act 2006, the Charities Act 2011, UK tax legislation, employment law and health and safety. In addition we consider other laws and regulation which may not directly impact the financial statements but may impact on the operation of the group.

As a result of these procedures we concluded, in accordance with International Auditing Standards, that a risk in relation to the potential for management override of controls existed.



### Audit responses to risks identified

We undertook audit procedures to respond to the risks identified, and designed our audit testing to respond to these risks. The additional procedures we undertook included the following:

- gaining an understanding of the group's procedures for ensuring compliance with laws and regulations
- testing the appropriateness of journal entries and other adjustments
- considering whether accounting estimates were indicative of potential bias
- considering whether any transactions arose outside the normal course of business
- making enquiries of management
- corroborating our enquiries through review of Board Minutes and correspondence.

We also communicated relevant laws and regulations and potential fraud risks to all engagement team members and remained alert to any indicators of fraud or non-compliance with laws and regulations throughout the audit.

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

Alexandra Shore FCA DChA  
Senior Statutory Auditor  
For and on behalf of  
A C Mole & Sons  
Chartered Accountants &  
Statutory Auditors  
Stafford House  
Blackbrook Park Avenue  
Taunton Somerset TA1 2PX

Date 13 JULY 2021

**CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES**  
**(INCORPORATING A CONSOLIDATED INCOME AND EXPENDITURE ACCOUNT)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

	Notes	Unrestricted Funds	Designated Funds	Restricted Funds	Total Funds 2021	Total Funds 2020
		£	£	£	£	£
<b>Income</b>						
Donations	2	2,748	-	13,590	16,338	8,327
Income from other trading activities	3	97,335	-	15,210	112,545	89,318
Investment income	4	5,877	-	-	5,877	7,329
Income from charitable activities	5	134,943	377,222	1,691,739	2,203,904	1,910,626
Other income	6	1,859	-	-	1,859	249
Total income		242,762	377,222	1,720,539	2,340,523	2,015,849
<b>Expenditure</b>						
Expenditure on charitable activities	7	149,810	343,894	1,779,023	2,272,727	1,979,677
Costs of other trading activities		13,344	-	-	13,344	10,760
Total expenditure		163,154	343,894	1,779,023	2,286,071	1,990,437
Net (losses) / gains on investments	13	(1,144)	-	-	(1,144)	357
<b>Net income/(expenditure)</b>		78,464	33,328	(58,484)	53,308	25,769
Transfers		-	-	-	-	-
Net movement in funds		78,464	33,328	(58,484)	53,308	25,769
<b>Reconciliation of funds:</b>						
Fund Balances 1 April 2020		246,162	156,516	741,454	1,144,132	1,118,363
Fund Balances 31 March 2021	17	324,626	189,844	682,970	1,197,440	1,144,132

The notes on pages 29 to 49 form part of these financial statements


## CONSOLIDATED AND COMPANY BALANCE SHEETS AS AT 31 MARCH 2021

		2021		2020	
	Note	Group £	Charity £	Group £	Charity £
<b>Fixed Assets</b>					
Tangible assets	12	-	-	-	-
Investments	13	82,923	82,923	84,067	84,067
		<u>82,923</u>	<u>82,923</u>	<u>84,067</u>	<u>84,067</u>
<b>Current Assets</b>					
Debtors	14	264,819	335,911	168,509	237,554
Cash at bank and in hand	15	1,001,131	925,795	966,321	889,514
		<u>1,265,950</u>	<u>1,261,706</u>	<u>1,134,830</u>	<u>1,127,068</u>
<b>Creditors</b>					
Amounts falling due within one year	16	138,143	133,899	59,018	51,256
		<u>1,127,807</u>	<u>1,127,807</u>	<u>1,075,812</u>	<u>1,075,812</u>
<b>Total Assets Less Current Liabilities</b>		<u>1,210,730</u>	<u>1,210,730</u>	<u>1,159,879</u>	<u>1,159,879</u>
Defined benefit pension scheme liability	20	13,290	13,290	15,747	15,747
		<u>1,197,440</u>	<u>1,197,440</u>	<u>1,144,132</u>	<u>1,144,132</u>
<b>Total Net Assets</b>					
<b>The Funds of the Charity:-</b>					
<b>Unrestricted funds</b>					
General funds		324,626	324,626	246,162	246,162
Designated funds		189,844	189,844	156,516	156,516
		<u>514,470</u>	<u>514,470</u>	<u>402,678</u>	<u>402,678</u>
<b>Restricted funds</b>		<u>682,970</u>	<u>682,970</u>	<u>741,454</u>	<u>741,454</u>
<b>Total Charity Funds</b>	17	<u>1,197,440</u>	<u>1,197,440</u>	<u>1,144,132</u>	<u>1,144,132</u>

The financial statements have been prepared in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies.

These financial statements were approved by the trustees and signed on their behalf by:

  
 Peter (Jim) Claydon

  
 Peter Gardner

Date: 28 JULY 2021

The notes on pages 29 to 49 form part of these financial statements

## CONSOLIDATED CASHFLOW STATEMENT FOR THE YEAR ENDED 31 MARCH 2021

	Note	2021 Group £	2020 Group £
<b>Cashflows from operating activities:</b>	21	28,933	(90,078)
<b>Cashflows from investing activities:</b>			
Dividends, interest and rents from investments		5,877	7,329
<b>Net cash provided by investing activities</b>		5,877	7,329
<b>Increase/(decrease) in cash and cash equivalents in the year</b>		34,810	(82,749)
Cash and cash equivalents at 1 April	15	966,321	1,049,070
<b>Cash and cash equivalents at 31 March</b>	15	1,001,131	966,321

The notes on pages 29 to 49 form part of these financial statements



NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

1. **Accounting Policies**

(a) **Charitable company status**

The charity is a company limited by guarantee and does not have any share capital. The liability of the guarantors, who are the members is limited to £1 per guarantor. At 31 March 2021 the charity had 8 members. The company is registered in England and Wales. The registered office is Viney Court, Viney Street, Taunton, Somerset, TA1 3FB.

(b) **Basis of preparation and assessment of going concern**

The financial statements have been prepared under the historical cost convention with the exception of investments which are included at fair value. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (issued October 2019) - (Charities SORP (FRS102), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102), and the Companies Act 2006.

The charity constitutes a public benefit entity as defined by FRS102.

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

(c) **Basis of Consolidation**

The financial statements consolidate the results of the Charity and its wholly owned subsidiary, Smart Communities Ltd, on a line by line basis. The "Group" heading within the balance sheet refers to the consolidated accounts of The Community Council for Somerset and Smart Communities Ltd.

In the parent company financial statements the investment in the trading subsidiary is accounted for at cost.

A separate Statement of Financial Activities or income and expenditure account for the Charity itself has not been presented because the Charity has taken advantage of the exemptions afforded by Section 408 of the Companies Act 2006. The deficit in the year for the Charity was £17,956 (2020: deficit £8,266). Note 13 gives details of the results of the subsidiary undertaking for the period to 31 March 2021.

(d) **Funds structure**

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include funds where the trustees, at their discretion, have designated a fund for a specific purpose.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor.

Further details of each fund are disclosed in note 17.

**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021****(e) Income recognition**

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

Donations and grants are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that donations or grants are subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity. If there is a Service Level Agreement or Contract in place income from administration charges is taken into account in the period to which it relates.

Income from subscriptions is recognised in the period to which it relates.

**(f) Expenditure recognition**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings.

The costs of raising funds comprise the costs associated with hallmark and printing publications.

Expenditure on charitable activities includes those costs incurred by the charity in delivery of its activities and service for its beneficiaries and support costs.

Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

**(g) Allocation of support and governance costs**

Support costs relating to charitable activities have been apportioned based on staff time spent on each activity as detailed in note 9.

Governance costs are included within support costs and comprise all costs associated with meeting the constitutional and statutory requirements of the charity and include the professional fees and costs linked to the strategic management of the charity.

**(h) Tangible fixed assets**

Tangible fixed assets are stated at historical cost less depreciation. Minor additions costing below £1,500 are not capitalised.

Depreciation is provided on tangible fixed assets at the following rates in order to write off each asset over its expected useful life:

Furniture and Equipment	20% pa on cost
Computer Equipment	33½% pa on cost

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

(i) **Fixed asset investments**

Investments are stated at fair value at the balance sheet date. The statement of financial activities includes the net gains and losses arising on revaluations and disposals throughout the year.

(j) **Pension costs**

Employees of the charity are entitled to join a defined contribution pension scheme. In addition CCS participates in a multi-employer pension scheme managed by the Pensions Trust which provides benefits to members on a defined benefit basis.

**Defined contribution scheme**

Pension contributions in relation to defined contribution schemes are recognised as an expense in the Statement of Financial Activities as incurred.

**Defined benefit scheme**

As set out in note 20, CCS is unable to identify its share of net assets and liabilities of this scheme. Accordingly, this scheme is accounted for as a defined contribution scheme and contributions are recognised as an expense as incurred.

There is an agreed Deficit Recovery Plan in place for this scheme. In accordance with FRS102 CCS has recognised a liability for the net present value of contributions payable by CCS under this plan.

The unwinding of this discount is a finance cost.

(k) **Cash and cash equivalents**

Cash and cash equivalents include cash in hand, deposits and other short-term highly liquid investments that are readily convertible to known amounts of cash with insignificant risk of change in value.

(l) **Financial instruments**

The charity only has financial assets and liabilities that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at amortised cost, with the exception of fixed asset investments as noted above.

(m) **Operating leases**

Rentals paid under operating leases are charged to the Statement of Financial Activities over the period as incurred.

(n) **Critical accounting estimates and judgements**

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the application of policies and reported amounts of assets and liabilities, income and expenses. Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. The resulting accounting estimates will, by definition, seldom equal the related actual results.

The trustees are of the opinion that there are no estimates or assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.



## NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

## 2. Donations

	2021	2020
	£	£
Donations	16,338	8,327
	<hr/>	<hr/>
	16,338	8,327
	<hr/>	<hr/>

## 3. Income from Other Trading Activities

	2021	2020
	£	£
Subscriptions	15,210	11,510
Events	-	1,357
Lettings	160	1,297
Smart Communities Ltd	97,175	75,154
	<hr/>	<hr/>
	112,545	89,318
	<hr/>	<hr/>

## 4. Investment Income

	2021	2020
	£	£
Interest received	5,877	7,329
	<hr/>	<hr/>
	5,877	7,329
	<hr/>	<hr/>

## NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

<b>5. Income from Charitable Activities</b>	<b>2021</b>	<b>2020</b>
<b>Restricted</b>	<b>£</b>	<b>£</b>
Community Buildings		
Taunton Deane Borough Council	-	1,800
Sedgemoor District Council	-	2,000
ACRE	-	600
Village Agents		
Big Lottery Fund	122,123	92,857
Somerset County Council	41,000	-
South Petherton Parish Council	10,257	10,257
Living Better Federation	35,375	52,500
Bridgwater Bay Federation	99,400	99,416
Lister House Partnership	-	12,054
Taunton Deane Borough Council	20,000	20,000
Henstridge Parish Council	-	7,000
Symphony	6,888	6,888
Sedgemoor District Council – Talking Café	-	1,000
Other	-	10,000
Primary Care Network	204,697	65,387
North Sedgemoor GP Federation	71,000	74,000
Macmillan Cancer Support	45,064	26,607
Taunton Federation	110,052	27,217
Mental Health Agents		
Somerset Community Council	-	295,702
BME Engagement		
Somerset County Council	3,000	-
Somerset Community Foundation	10,000	-
Somerset Community Foundation – Hinkley	66,895	65,739
Somerset Community Foundation – Covid-19	17,634	-
Somerset Skills & Learning	-	39,400
Other	7,082	300
Community Agents inc Home First Somerset County Council	576,000	326,000
Somerset NHS CCG – Living beyond Cancer	-	20,000
Transport Agent	17,000	62,946
Building Better Opportunities - Big Lottery	-	73,517
Transform Ageing	-	4,782
Crisis Fund		
Somerset Community Foundation	-	5,000
Grants received for clients	13,329	3,866
Other	15,456	12,852
Somerset County Council	60,000	-
Surviving Winter - Somerset Community Foundation	46,000	42,700
Ubuntu	93,487	-
Other	-	250
	<hr/>	<hr/>
	1,691,739	1,462,637
	<hr/>	<hr/>

## NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

## 5. Income from Charitable Activities (continued)

	2021	2020
	£	£
<b>Unrestricted</b>		
DEFRA through ACRE	45,060	44,060
Consultancy	19,500	17,107
Taunton Deane Borough Council	-	3,600
Sedgemoor District Council	6,000	4,000
Good Neighbours	21,412	-
West Somerset Bike Project	7,044	-
Food Resilience Plan	6,000	-
Somerset Skills and Learning	12,167	-
Home Online: Somerset Community Foundation	1,000	-
Home in Sedgemoor	1,000	-
VCSED	3,000	-
Surviving Winter: Somerset Community Foundation	2,760	-
Covid-19 Business Support Grant	10,000	-
	<hr/>	<hr/>
	134,943	68,767
	<hr/>	<hr/>
<b>Designated</b>		
Carers Agents	377,222	377,222
Somerset Community Foundation	-	2,000
	<hr/>	<hr/>
	377,222	379,222
	<hr/>	<hr/>
	2,203,904	1,910,626
	<hr/>	<hr/>

## 6. Other Income

	2021	2020
	£	£
Commission	-	24
Miscellaneous income	104	225
Covid-19 JRS Grants	1,755	-
	<hr/>	<hr/>
	1,859	249
	<hr/>	<hr/>



## NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

## 7. Expenditure

	Activities Undertaken Directly £	Support Costs £	Grants £	2021 £	2020 £
Expenditure on charitable activities	1,931,352	197,383	143,992	2,272,727	1,979,677
	<u>1,931,352</u>	<u>197,383</u>	<u>143,992</u>	<u>2,272,727</u>	<u>1,979,677</u>

Expenditure includes:	2021 £	2020 £
Auditors' remuneration		
Audit fees	7,194	4,560
Accountancy fees	6,234	2,640
Other services	-	1,368
	<u>        </u>	<u>        </u>

## 8. Grants Paid in the Year

	2021 £	2020 £
Surviving Winter	26,437	44,633
Crisis Fund	110,629	18,023
Other	6,926	10,693
	<u>        </u>	<u>        </u>
	<u>143,992</u>	<u>73,349</u>

## NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

## 9. Allocation of Support &amp; Governance Costs

	BME Community Engagement £	CSG Cancer Support £	Macmillan £	Somerset Community Agents £	Village Agents £	Ubuntu £	PCN Village Agents £	Transport Agents £	Taunton Federation £	Carers £	Total £
General Office	4,552	823	1,889	35,533	28,404	1,177	11,713	1,866	8,111	18,361	112,429
HR	1,490	270	618	11,634	9,300	385	3,835	611	2,656	6,012	36,811
Audit & Accountancy	544	98	226	4,244	3,392	140	1,399	223	969	2,193	13,428
Subscriptions	451	82	187	3,521	2,815	117	1,160	185	804	1,819	11,141
IT	955	173	396	7,450	5,956	247	2,456	391	1,701	3,850	23,575
	7,992	1,446	3,316	62,382	49,867	2,066	20,563	3,276	14,241	32,235	197,384

All costs have been apportioned on the basis of staff contracted hours to each activity.

## NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

## 10. Staff Costs

	2021 £	2020 £
Salaries and Wages	1,622,276	1,303,713
Social Security Costs	131,705	99,412
Pension Contributions	55,241	41,962
Redundancy Pay	-	11,500
	<u>1,809,222</u>	<u>1,456,587</u>

- i) The average number of staff during the year was 78 (2020 – 67).
- ii) There are no employees with emoluments exceeding £60,000 (2020 – Nil).

The charity considers its key management personnel to comprise the Trustees, the Chief Executive, the Agent Manager, the Operations Manager, Human Resources Manager, the Finance Manager and Smart Communities Manager. Total remuneration of key management was: £227,291 (2020: £207,072).

## 11. Trustee Expenses and Remuneration

No remuneration has been paid to, or on behalf of, the trustees (2020: Nil).

No Reimbursements of travel and subsistence expenses were made to any trustee during the year (2020: 1 trustee was reimbursed £142).

## 12. Tangible Fixed Assets – Charity and Group

	Computers £	Furniture £	Total £
<b>Cost</b>			
At 1 April 2020	56,116	22,355	78,471
	<u>56,116</u>	<u>22,355</u>	<u>78,471</u>
At 31 March 2021	56,116	22,355	78,471
	<u>56,116</u>	<u>22,355</u>	<u>78,471</u>
<b>Depreciation</b>			
At 1 April 2020	56,116	22,355	78,471
	<u>56,116</u>	<u>22,355</u>	<u>78,471</u>
At 31 March 2021	56,116	22,355	78,471
	<u>56,116</u>	<u>22,355</u>	<u>78,471</u>
<b>Net Book Value</b>			
At 31 March 2021	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>
At 1 April 2020	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>



## NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

## 13. Investments – Charity and Group

	2021		2020	
	Group £	Charity £	Group £	Charity £
COIF Charities Fixed Interest Fund	82,923	82,923	84,067	84,067
	<u>82,923</u>	<u>82,923</u>	<u>84,067</u>	<u>84,067</u>

**COIF Charities Fixed Interest Fund**

Market value at 1 April 2020

84,067

Revaluations

(1,144)

Market value at 31 March 2021

82,923**Smart Communities Ltd**

Smart Communities Ltd (company no 11480430) was incorporated on 24 July 2018 as a wholly owned trading subsidiary of Community Council for Somerset. Smart Communities Ltd is a company limited by Guarantee with the parent charity holding 100% of the voting rights of the subsidiary trading company. The principal activities of the company was that of a consultancy company. The trading subsidiary gift aids it's taxable profits to The Community Council for Somerset. The registered office is Viney Street, Taunton, TA1 3FB.

The results of Smart Communities Ltd for the year ended 31 March were as follows:-

	2021 £	2020 £
Turnover	97,175	75,154
Gross profit	<u>97,175</u>	<u>75,154</u>
Administrative expenses	61,823	41,119
Operating profit	<u>35,352</u>	<u>34,035</u>
The assets and liabilities were:-		
Current assets	76,346	76,806
Current liabilities	(76,346)	(76,806)
Total net assets	<u>-</u>	<u>-</u>
Retained earnings	<u>-</u>	<u>-</u>
	<u>-</u>	<u>-</u>

The above results of Smart Communities Ltd are included in the consolidated accounts of the group.

## NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

	2021		2020	
	Group £	Charity £	Group £	Charity £
<b>14. Debtors</b>				
Accrued Income	61,062	61,062	46,429	46,429
Prepayments	7,209	6,278	6,260	6,260
Smart Communities Ltd	-	30,263	-	69,045
Other Debtors	196,548	238,308	115,820	115,820
	<u>264,819</u>	<u>335,911</u>	<u>168,509</u>	<u>237,554</u>
<b>15. Cash at Bank and in Hand</b>				
	2021		2020	
	Group £	Charity £	Group £	Charity £
Santander	718,556	643,220	685,539	608,732
CCLA	79,396	79,396	79,302	79,302
CAF	203,179	203,179	201,480	201,480
	<u>1,001,131</u>	<u>925,795</u>	<u>966,321</u>	<u>889,514</u>
<b>16. Creditors: Amounts falling due within one year</b>				
	2021		2020	
	Group £	Charity £	Group £	Charity £
Trade creditors	11,965	11,965	9,789	9,789
Accruals & deferred income	35,878	35,261	28,316	27,750
Other tax & social security	498	498	7,983	787
Grants received in advance	86,175	86,175	12,930	12,930
VAT	3,627	-	-	-
	<u>138,143</u>	<u>133,899</u>	<u>59,018</u>	<u>51,256</u>
<b>Grants received in advance</b>				
	2021		2020	
	Group £	Charity £	Group £	Charity £
Balance as at 1 April	12,930	12,930	113,172	113,172
Amounts released to charitable activities	(12,930)	(12,930)	(113,172)	(113,172)
Amounts deferred in year	86,175	86,175	12,930	12,930
	<u>86,175</u>	<u>86,175</u>	<u>12,930</u>	<u>12,930</u>
Balance as at 31 March	86,175	86,175	12,930	12,930

## NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

## 17. Statement of Funds – Group and Charity

	Balance 1 April 2020 £	Income £	Expenditure £	Gains and (losses) £	Transfers £	Balance 31 March 2021 £
<b>Unrestricted funds</b>						
Designated						
Project Development	4,300	-	-	-	-	4,300
Carers' Agents	152,216	377,222	343,894	-	-	185,544
	<u>156,516</u>	<u>377,222</u>	<u>343,894</u>	<u>-</u>	<u>-</u>	<u>189,844</u>
General	246,162	242,762	163,154	(1,144)	-	324,626
	<u>246,162</u>	<u>242,762</u>	<u>163,154</u>	<u>(1,144)</u>	<u>-</u>	<u>324,626</u>
Total Unrestricted Funds	<u>402,678</u>	<u>619,984</u>	<u>507,048</u>	<u>(1,144)</u>	<u>-</u>	<u>514,470</u>

The **Project Development** designated fund represents investment income from the St Margaret's fund which is used to procure external support with bid writing.

**Carers' Agents** - CCS bid successfully for the Somerset County Council tender, this agreement began in October 2017 and has been extended to September 2022.

## NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

## 17. Statement of Funds - Group &amp; Charity (continued)

	Opening Balances £	Income £	Expenditure £	Gains and (Losses) £	Transfers £	Closing Balances £
<b>Restricted Funds</b>						
Somerset Society	1,608	-	-	-	-	1,608
Village Hall Loan	3,766	-	-	-	-	3,766
Digital Engagement	36,374	-	299	-	-	36,075
Mendip Car Scheme	12,986	-	-	-	-	12,986
Community Buildings	38,994	17,910	22,123	-	-	34,781
Village Agents	266,254	335,043	490,082	-	1,318	112,533
Surviving Winter	10,795	46,000	26,587	-	-	30,208
Diversity	40,018	104,812	73,054	-	-	71,776
Primary Care						
Network VAS	-	275,697	198,461	-	-	77,236
Ubuntu	-	93,487	19,539	-	-	73,948
Adult Social Care Community						
Hub	208,373	576,000	604,828	-	-	179,545
Crisis (Bridging) Fund	12,225	99,474	111,699	-	-	-
Transform Ageing	26,716	-	-	-	-	26,716
Taunton Federation	26,896	110,052	136,891	-	-	57
Mental Health Agents	1,414	-	96	-	(1,318)	-
MacMillan Agent	-	45,064	34,163	-	-	10,901
Transport Agent	35,035	17,000	47,214	-	-	4,821
CCG Cancer	20,000	-	13,987	-	-	6,013
<b>Total Restricted Funds</b>	<b>741,454</b>	<b>1,720,539</b>	<b>1,779,023</b>	<b>-</b>	<b>-</b>	<b>682,970</b>
<b>Total Funds</b>	<b>1,144,132</b>	<b>2,340,523</b>	<b>2,286,071</b>	<b>(1,144)</b>	<b>-</b>	<b>1,197,440</b>

All transfers have been authorised by the fund providers.

The **Somerset Society** Fund represents the residual funds of another charity and is held on specific trusts for Training and Education Initiatives.

The **Village Hall Loan** Fund represents funds available for loans at interest to Village Halls. With Board approval this fund has also been used during the year to fund Community Buildings Support. £3,000 will be held available for loans.

**Digital Engagement** funding from the CCG towards their Digital Roadmap programme which has been used to purchase laptops for staff that comply with NHS requirements, and the balance will be promote digital skills in the community in partnership with ITHelp@Home.

The **Mendip Car scheme** is a grant fund which develops car schemes or alternative ways of accessing services in the Mendip area. There are no active projects using this funding.

**Community Buildings** support is funded by membership subscriptions and SLA funding from Taunton Deane Borough Council and Sedgemoor District Council to provide advice and support to Community Building's management committees on a wider range of issues including legislation, licensing and governance. This includes access to model documents and co-ordinating volunteers who undertake Hallmark accreditation.



## NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

## 17. Statement of Funds - Group &amp; Charity (continued)

**Village Agents** The Big Lottery Fund Reaching Communities programme exceptionally awarded a third, three year grant to fund Village Agent work until September 2021. During 2020/21 additional funding has been secured from other sources including GP federations and Parish Councils.

**Surviving Winter** funding from Somerset Community Foundation collected through donations of winter fuel allowances which our staff in the communities award to individuals in fuel poverty, or who need support to address feelings of isolation.

**Diversity BAME Engagement** - funding was received from Somerset Community Foundation to employ two BAME Community Engagement workers covering the whole county. They engage with individuals and groups offering support and organising cultural awareness events. Funding has been received from Somerset Skills and Learning for delivery of English as a Second Language classes.

**Primary Care Network VAS** – Clinical Commissioning Group funding for the provision of Village Agent support for GP patients with long-term health problems in the North Sedgemoor area. We are working with GPs and other healthcare professionals using a social prescribing model.

**Ubuntu** A test and learn project until December 2021 to support High Intensity users in acute hospital A&E Departments.

**Adult Social Care Community Hubs** funding from Somerset County Council to collaborate with the Adult Social Care teams and support people with their social care needs. The pilot project using a practical, solution focused and personalised model was successful in improving quality of life and preventing individuals reaching crisis point, and has now been rolled out across Somerset until March 2022.

**Crisis Fund** – Funds have been received through donations and grants to enable Village, Carers, Community and Home First Agents to pay for essential items for individuals of all age who are in crisis.

**Transform Ageing** – this is a match funded project with the Design Council to transform the experience of ageing for people in the South West and is being delivered with existing staff.

**Taunton Federation** – funding from the Taunton Federation of GP Practices for Village Agents to work with individuals referred by the practices.

**Mental Health Agents** – a one year project funded by the CCG covering Sedgemoor and West Somerset, employing specialist Agents to support individuals with Mental Health conditions, referred by GPs. At the end of the project the work was continued by existing agents.

**MacMillan Agent** – a project to employ a specialist Agent to work with Macmillan and its volunteers, supporting individuals affected by a cancer diagnosis and their families in Mendip and South Somerset.

**Transport Agent** – Funded by SCC West Somerset Opportunities Area grant to develop transport solutions in West Somerset.

**CCG Cancer**- Funded by the CCG to support individuals and their families affected by Cancer.

## NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

## 18. Analysis of Net Assets Between Funds - Group

	Unrestricted £	Restricted £	2021 Total £
Fixed Assets	82,923	-	82,923
<b>Current Assets/ (Liabilities)</b>			
Debtors	7,209	257,610	264,819
Bank	498,471	502,660	1,001,131
Creditors	(60,843)	(77,300)	(138,143)
Defined benefit pension scheme liability	(13,290)	-	(13,290)
	<u>514,470</u>	<u>682,970</u>	<u>1,197,440</u>

	Unrestricted £	Restricted £	2020 Total £
Fixed Assets	84,067	-	84,067
<b>Current Assets/ (Liabilities)</b>			
Debtors	6,331	162,178	168,509
Bank	372,860	593,461	966,321
Creditors	(44,833)	(14,185)	(59,018)
Defined benefit pension scheme liability	(15,747)	-	(15,747)
	<u>402,678</u>	<u>741,454</u>	<u>1,144,132</u>

## 19. Obligations Under Leasing Agreements

The group had the following future minimum lease payments under non-cancellable operating leases for each of the following periods:

	2021 £	2020 £
<b>Payments due:</b>		
Within one year	21,312	21,312
Due one to five years	4,084	25,396
	<u>25,396</u>	<u>46,708</u>

## NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

## 20. Defined Benefit Pension Scheme

The charity participates in a multi-employer pension scheme managed by The Pensions Trust which provides benefits to some 950 non-associated participating employers. The scheme is a defined benefit scheme in the UK. It is not possible for the charity to obtain sufficient information to identify its share of assets and liabilities of the scheme to enable it to account for the scheme as a defined benefit scheme and it therefore accounts for the scheme as a defined contribution scheme.

A full actuarial valuation for the total scheme was carried out at 30 September 2017. This valuation showed assets of £794.9m, liabilities of £926.4m and a deficit of £131.5m.

To eliminate this funding shortfall participating employers have been asked to pay additional contributions to the scheme. The estimated present value of the future contributions required from the charity over the next six years to meet its share of the deficit is £13,290 (2020: £15,747) and this has been provided for in the accounts in accordance with FRS102. The liability has been discounted using a discount rate of 0.66% (2020: 2.53%) based on a full AA corporate bond yield. The resulting expense is recognised in the statement of financial activities.

	2021 £	2020 £
Provision at 1 April	15,747	19,103
Unwinding of discount factor	354	241
Deficit contributions paid	(3,265)	(3,170)
Remeasurement – impact of any change on assumptions	454	(427)
	<hr/>	<hr/>
Provision at 31 March	13,290	15,747
	<hr/>	<hr/>

The scheme is classified as a 'last-man standing arrangement'. Therefore, the charity is potentially liable for other participating employers' obligations if those employers are unable to meet their share of the scheme deficit following withdrawal from the scheme. Participating employers are legally required to meet their share of the scheme deficit on an annuity purchase basis on withdrawal from the scheme.

If there were no members in the scheme the employer's liability would become due for payment. This was last estimated on 30 September 2019 at a cost of £51,851. The charity currently has 73 members in a connected defined contribution scheme. If all members left the scheme there would be a 12 month grace period to find new members before the employer's liability becomes due.

## NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

## 21. Reconciliation of Net Income to Net Cash Flow From Operating Activities

	2021 £	2020 £
Net income for the reporting period (as per the statement of financial activities)	53,308	25,769
Adjustments for:		
Losses/(Gains) on investments	1,144	(357)
Dividends, interest & rents from investments	(5,877)	(7,329)
(Decrease) in defined benefit pension scheme liability	(2,457)	(3,356)
(Increase) in debtors	(96,310)	(14,351)
Increase/(Decrease) in creditors	79,125	(90,454)
Net cash provided by/(used in) operating activities	<u>28,933</u>	<u>(90,078)</u>



## NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

22. Consolidated Statement of Financial Activities  
(Incorporating a Consolidated Income and Expenditure Account)  
For the Year Ended 31 March 2020

	Unrestricted Funds	Designated Funds	Restricted Funds	Total Funds 2020
	£	£	£	£
<b>Income</b>				
Donations	1,616	-	6,711	8,327
Income from other trading activities	76,819	-	12,499	89,318
Investment income	6,646	683	-	7,329
Income from charitable activities	68,767	379,222	1,462,637	1,910,626
Other income	249	-	-	249
	<hr/>	<hr/>	<hr/>	<hr/>
Total income	154,097	379,905	1,481,847	2,015,849
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Expenditure</b>				
Expenditure on charitable activities	135,189	303,298	1,541,190	1,979,677
Costs of other trading activities	10,760	-	-	10,760
	<hr/>	<hr/>	<hr/>	<hr/>
Total expenditure	145,949	303,298	1,541,190	1,990,437
	<hr/>	<hr/>	<hr/>	<hr/>
Net gains on investments	357	-	-	357
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Net income/(expenditure)</b>	8,505	76,607	(59,343)	25,769
	<hr/>	<hr/>	<hr/>	<hr/>
Transfers	(198)	-	198	-
	<hr/>	<hr/>	<hr/>	<hr/>
Net movement in funds	8,307	76,607	(59,145)	25,769
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Reconciliation of funds:</b>				
Fund Balances 1 April 2019	237,855	79,909	800,599	1,118,363
	<hr/>	<hr/>	<hr/>	<hr/>
Fund Balances 31 March 2020	246,162	156,516	741,454	1,144,132
	<hr/>	<hr/>	<hr/>	<hr/>

## NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

23. Statement of Funds – Group and Charity  
For the Year Ended 31 March 2020

	Balance 1 April 2019 £	Income £	Expenditure £	Gains and (losses) £	Transfers £	Balance 31 March 2020 £
<b>Unrestricted funds</b>						
Designated						
Project Development	3,617	683	-	-	-	4,300
Carers' Agents	76,292	379,222	(303,298)	-	-	152,216
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	79,909	379,905	(303,298)	-	-	156,516
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
General	237,855	154,097	(145,949)	357	(198)	246,162
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total Unrestricted Funds	317,764	534,002	(449,247)	357	(198)	402,678
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

The **Project Development** designated fund represents investment income from the St Margaret's fund which is used to procure external support with bid writing.

**Carers' Agents** - CCS bid successfully for the Somerset County Council tender and this 3 year agreement began in October 2017. We have launched the Somerset Carers Service which provides advice and support to unpaid carers in Somerset.

## NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

23. Statement of Funds - Group & Charity (continued)  
For the Year Ended 31 March 2020

	Opening Balances £	Income £	Expenditure £	Gains and (Losses) £	Transfers £	Closing Balances £
<b>Restricted Funds</b>						
Somerset Society	1,608	-	-	-	-	1,608
Village Hall Loan	3,766	-	-	-	-	3,766
Digital Engagement	56,073	-	(19,699)	-	-	36,374
Mendip Car Scheme	12,986	-	-	-	-	12,986
Capacity Building Project	199	-	(199)	-	-	-
Community Buildings	29,619	17,431	(8,056)	-	-	38,994
Village Agents	305,309	451,359	(512,929)	-	22,515	266,254
Surviving Winter	13,103	42,700	(45,008)	-	-	10,795
Diversity	47,411	106,680	(114,073)	-	-	40,018
North Sedgemoor GP Federation	22,515	-	-	-	(22,515)	-
Enhance Social Enterprise	-	-	-	-	-	-
Adult Social Care Community Hub	281,431	326,000	(399,058)	-	-	208,373
Crisis (Bridging) Fund	3,142	26,907	(17,824)	-	-	12,225
Building Better Opportunities	(3,956)	73,516	(69,560)	-	-	-
Transform Ageing	27,393	4,782	(5,459)	-	-	26,716
Taunton Federation	-	27,217	(321)	-	-	26,896
Mental Health Agents	-	295,702	(294,288)	-	-	1,414
MacMillan Agent	-	26,607	(26,805)	-	198	-
Transport Agent	-	62,946	(27,911)	-	-	35,035
CCG Cancer	-	20,000	-	-	-	20,000
<b>Total Restricted Funds</b>	<b>800,599</b>	<b>1,481,847</b>	<b>(1,541,190)</b>	<b>-</b>	<b>198</b>	<b>741,454</b>
<b>Total Funds</b>	<b>1,118,363</b>	<b>2,015,849</b>	<b>(1,990,437)</b>	<b>357</b>	<b>-</b>	<b>1,144,132</b>

All transfers have been authorised by the fund providers.

The **Somerset Society** Fund represents the residual funds of another charity and is held on specific trusts for Training and Education Initiatives.

The **Village Hall Loan** Fund represents funds available for loans at interest to Village Halls. With Board approval this fund has also been used during the year to fund Community Buildings Support. £3,000 will be held available for loans.

**Digital Engagement** – funding from the CCG towards their Digital Roadmap programme which has been used to purchase laptops for staff that comply with NHS requirements, and the balance will be promote digital skills in the community in partnership with ITHelp@Home.

The **Mendip Car scheme** is a grant fund which develops car schemes or alternative ways of accessing services in the Mendip area. There are no active projects using this funding.

The **Capacity Building Project** has been used to part fund the Community Involvement team to support rural community groups to grow in confidence and realise their potential.

## NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

**Community Buildings** support is funded by membership subscriptions and SLA funding from Taunton Deane Borough Council and Sedgemoor District Council to provide advice and support to Community Building's management committees on a wider range of issues including legislation, licensing and governance. This includes access to model documents and co-ordinating volunteers who undertake Hallmark accreditation.

**Village Agents** The Big Lottery Fund Reaching Communities programme exceptionally awarded a third, three year grant to fund Village Agent work until 2021, and funding was also received from the Bernard Herridge Trust (Hastoe Group). During 2019/20 additional funding has been secured from other sources including GP federations and Parish Councils.

**Surviving Winter** – funding from Somerset Community Foundation collected through donations of winter fuel allowances which our staff in the communities award to individuals in fuel poverty, or who need support to address feelings of isolation.

**Somerset Diverse Communities - BAME Engagement** - funding was received from Somerset Community Foundation to employ two BAME Community Engagement workers covering the whole county. They engage with individuals and groups offering support and organising cultural awareness events. Funding has been received from Somerset Skills and Learning for delivery of English as a Second Language classes.

**North Sedgemoor GP Federation**– Clinical Commissioning Group funding for the provision of Village Agent support for GP patients with long-term health problems in the North Sedgemoor area. We are working with GPs and other healthcare professionals using a social prescribing model.

**Adult Social Care Community Hubs** –funding from Somerset County Council to collaborate with the Adult Social Care teams and support people with their social care needs. The pilot project using a practical, solution focused and personalised model was successful in improving quality of life and preventing individuals reaching crisis point, and has now been rolled out across Somerset until March 2021.

**Crisis Fund** – Funds have been received through donations and grants to enable Village, Carers, Community and Home First Agents to pay for essential items for individuals of all age who are in crisis.

**Building Better Opportunities** – final year of a three year project funded from the European Social Fund via Big Lottery with Pluss as the lead partner and CCS, Abilities, Cosmic and Inspire 2 Achieve as core partners. CCS employs Community Enablers who help deliver the project aims of support over 18's furthest from the labour market. This project ended in December 2019.

**Transform Ageing** – this is a match funded project with the Design Council to transform the experience of ageing for people in the South West and is being delivered with existing staff.

**Taunton Federation** – funding from the Taunton Federation of GP Practices for Village Agents to work with individuals referred by the practices.

**Mental Health Agents** – a one year project funded by the CCG covering Sedgemoor and West Somerset, employing specialist Agents to support individuals with Mental Health conditions, referred by GPs.

**MacMillan Agent** – a project to employ a specialist Agent to work with Macmillan and its volunteers, supporting individuals affected by a cancer diagnosis and their families in Mendip and South Somerset.

**Transport Agent** – Funded by SCC West Somerset Opportunities Area grant to develop transport solutions in West Somerset.

**CCG Cancer**- Funded by the CCG to support individuals and their families affected by Cancer.



