

BEFRIEND

Charity number: 1072538

ANNUAL REPORT & FINANCIAL STATEMENTS

FOR THE YEAR ENDING

31 MARCH 2024



BEFRIEND

**ANNUAL REPORT & FINANCIAL STATEMENTS
for the Financial Year ended 31 March 2024**

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BEFRIEND

Legal and Administrative Details for the Financial Year ended 31 March 2024

Status

The organisation is registered as a charity with the Charity Commission.

Governing document

The charity is an unincorporated association whose purposes and administration are regulated by a Constitution which was adopted in 18th September 1998 (amended by resolutions passed on 19 December 2001)

Charity Number: 1072538

Registered Address: Boundary House, Boston Road, Hanwell, W7 2QE

Chief Executive Office: Rachel Hill

Accounts Examiner: Solutions Accountancy & Bookkeeping Ltd.; 1 The Mews, Little Brunswick Street, Huddersfield HD1 5JL

Bank: CAF Bank Ltd.; 25 Kings Hill Avenue, Kings Hill, West Malling, Kent ME19 4 JQ

BEFRIEND

REPORT OF THE TRUSTEES

For the year ended 31 March 2024

The Trustees present their report and financial statements for the year ended 31 March 2024.

The legal and administrative information set out on page 2 forms part of this report. The financial statements comply with current statutory requirements and the Statement of Recommended Practice FRS 102.

Public Benefit Statement

The trustees of BEfriend have reviewed and considered the Charity Commission's guidance on public benefit. We affirm that all of our programs are designed and delivered to benefit the public. No private interests are served, and all activities are directed at achieving positive outcomes for people experiencing isolation living in the London Boroughs of Ealing and Hounslow.

Structure, Governance and Management

BEfriend is an unincorporated association which is registered as a charity with the Charity Commission (number 1072538) with a written constitution dated 18 September 1998 (copies available on request). All trustees are members of the Scheme, and volunteers are asked if they would like to be members. The Charity has documented policies in all key areas.

The responsibility for the overall strategy and management of the operations and property of the Scheme is vested in the Management Committee comprising trustees, while the CEO is responsible for the day to day administration and running of the Scheme. The CEO attends the eight-weekly trustee meetings to report on progress and to participate in the discussions and decision-making process.

Trustees are recruited from members of the local community. Currently six of the nine positions are filled and embrace serving volunteers as well as experience in accounting, finance, law and the voluntary sector. Trustees are recruited via the local Volunteer Centre and by personal contacts. Such appointments are made with a view to the balance of skills and experience of benefit to the Charity's management. Any trustees thus co-opted shall hold office until the next Annual General Meeting when they will be eligible for election. At each AGM one third of the Management Committee shall retire from office but shall be eligible for re-election. The members who retire by rotation shall be those who have been longest in office from the date of their last election. The Management Committee elect from among themselves a Chair, Vice Chair(s) and a Treasurer all of which are honorary appointments. Such appointments are valid only until the conclusion of the Management Committee meeting subsequent to the next AGM but may be renewed.

A risk assessment is carried out annually as part of the business planning process and actions taken to mitigate or contain the risks identified. In terms of financial risks, the trustees review the cash flows regularly and ensure sufficient funds are available.

Financial Review

Financial Review

Income:

In the year to 31 March 2024, the charity reported a surplus of £13,926 (2023: £8869) and the total fund balance of £147,233 (2023: £133,307). The charity's annual income was principally generated through grants obtained from multiple sources, supplemented by small donations and other incomes.

We successfully secured an additional £389,592 (2022: £300,836) in funding, enabling us to expand our reach and positively impact more lives in the community. This included a significant contribution of 27% from our new partnership with the London Borough of Hounslow. Our existing partnerships with organisations like Henry Smith Charity (23%), National Lottery/ Reaching Communities (13%), The Charity of Sir Richard Whittington / Mercers (9%), West London NHS and Ealing Council (6%), and City Bridge Trust (5%) remained strong and instrumental. This diverse funding base reflects the growing recognition of our vital work and highlights the importance of securing multi-year commitments to ensure our long-term financial stability and continued success. Although we have obtained new funding for the expansion of our services in Hounslow, Ealing services have experienced a modest decline in funding owing to difficult funding climate, as well as reduced legacy and individual donations.

Given the slower-than-anticipated growth in the number of clients and volunteers, we have deferred £86,282 of the Hounslow grant to the subsequent financial year. This decision will not impact our funding allocation for the next two fiscal years.

Expenditure:

In the past year, our expenditure rose to £387,864 (2023: £293,433) in line with income, demonstrating our commitment to actively utilising funds to support individuals in need within the Ealing and Hounslow communities. A substantial portion of our expenditure (77%) was dedicated to our core charitable activities. The remaining funds were allocated to fundraising (12%), support costs (8%), and governance (3%).

In an operational capacity, our biggest item of expenditure was staff costs. These were £316,700 (2023: £241,582), an increase from last year by 31% in direct correlation with our headcount growth. At the year-end, the charity employed 12 part-time staff members (versus 9 at the beginning of the year, 5.5 FTE), equivalent to 9.7 full-time positions. Our developmental activities also increased by 74% to £48,208 (2023: £27,764), driven by more staff effort and spending towards fundraising, publicity and volunteer recruitment.

Reserves:

The Charity maintains a reserve policy to ensure financial stability and cover unexpected costs in line with Charity Commission guidance. At the year-end, the total of unrestricted funds and reserves stood at £130,608.

The Trustees aim to maintain a Closedown Reserve ("Designated Funds"), to cover the costs of the organisation's closure, at a level of approximately three months of average overhead costs. After adjusting for deferred income the Trustees consider the Closedown Reserve of £60,000 to be sufficient.

The Trustees continue to review the figure regularly to account for changes in the financial position of the Charity.

Part of the funds and reserves of the Charity, £78,098, are invested in a diversified portfolio of equity index-trackers, which have performed well since their inception in 2017.

Objectives and Activities

Overview

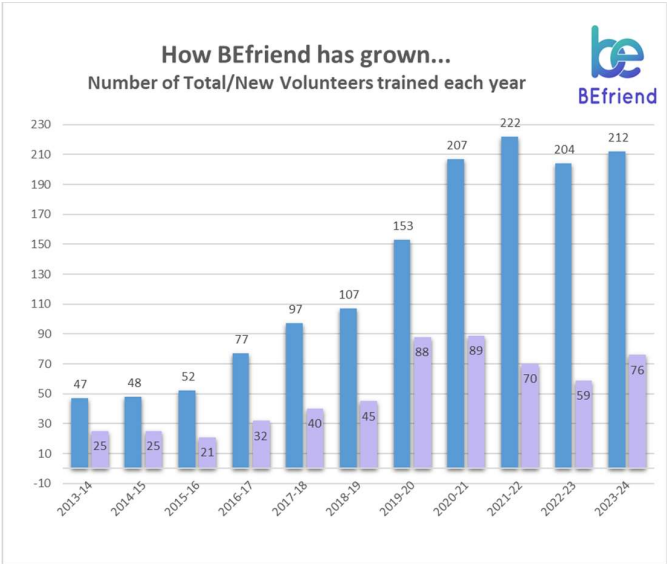
BEfriend was set up in 1994 as The Volunteer Link Scheme under the umbrella of the then Ealing Voluntary Service Council (now Ealing Community and Voluntary Service) and has operated as an independent charity since September 2002 with the sole aim of providing one-to-one volunteer befriending to people within the London Borough of Ealing who are severely isolated and housebound as a result of physical or sensory disability, infirmity or illness. In 2023, the Constitution was amended to include the neighbouring Borough of Hounslow

Through recruiting, training and providing quality ongoing support to volunteers, the charity aims to establish sustainable befriending relationships to support some of the most isolated and vulnerable adults. Given limited resources (including volunteer numbers) we target our service at those who are most isolated and who have little social contact and support, with the aim of improving their quality of life, access to services and physical and emotional well-being. Our service also promotes volunteering and social cohesion through providing a safe environment for people to contribute to their local community.

How we have grown over the years.

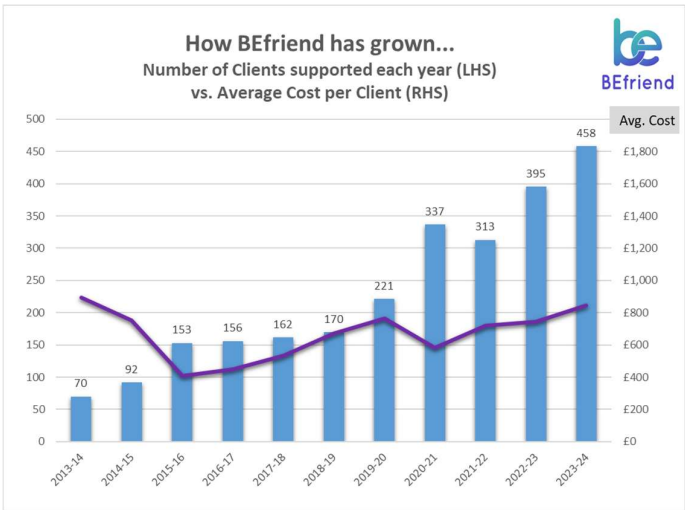
2024 is a big year for BEfriend as it marks 30 years since we first started providing befriending services in Ealing. We are looking forward to celebrating all our achievements over the last 30 years by holding a party in the Autumn. The charity has grown significantly in that time, and even more so in the past year as we have expanded to the neighbouring Borough of Hounslow thanks to a contract with Hounslow Council with funding from the NHS Health Inequalities stream.

Despite continued difficulty with recruiting volunteers, this year has been more positive. 212 individuals have volunteered with us at some point over the year, and we have trained 76 new volunteers. This is a significant increase on 2022-23.



The total number of clients who received support from BEfriend over the year was 458 which is a significant increase on previous years, partly due to the expansion to Hounslow for the second half of the year. This number includes all those who received some support from us, even if they were not matched with a volunteer but were supported over the phone by one of the Befriending Coordinators. It does not include those who were referred but assessed as inappropriate (a further 118) who were signposted to other more appropriate services. The real number of those supported through BEfriend in some way was therefore 576.

BEfriend remains very cost-conscious and continues to operate as professionally and efficiently as possible. The cost per client shown below has steadily increased over the last few years due to rising costs which is to be expected.



Achievements and Performance 2023-24

BEfriend Hounslow!

In November 2022, conversations began with commissioners in Hounslow about the possibility of BEfriend expanding to the borough. A recent report had identified loneliness as a significant issue in the borough, and they had heard about the work of BEfriend in Ealing. At the time, although they were keen to work with us, there wasn't money to fund us. However, it wasn't long before there was an opportunity for the local authority to bid for some funding from the NHS Health Inequalities Fund. We worked together with the commissioners to put together a bid, which was successful. The funding awarded was for a two-year pilot project, and after months of planning and preparation, on 1st October 2023 BEfriend Hounslow opened for referrals. The funding enabled us to recruit two full-time Befriending Coordinators: one for the Befriending Project, and one for Linked Minds. Between 1st October and 31st March, we received 143 referrals across both of the projects, which has highlighted the need in the area.

Creating more connections- Tea Parties

Over the past year we have continued to hold events which have enabled clients and volunteers to get together with each other. We held three Afternoon Tea events which took place in May and October in Ealing, and we held one in Hounslow in March. In May, we



had entertainment from a musician, Marc Oliver, who played the guitar and sang for us. Marc took request and many enjoyed singing along. At the October



event, we held a game of Bingo at the request of our clients and this went down really well. We used the March tea party in Hounslow to celebrate our launch in the borough and those attending enjoyed 'Story Bingo' which told the story of how BEfriend started in

Hounslow.

Creating more connections- Transitional Support Group

Our Transitional Support Group which started in November 2022 has continued to meet monthly for our Linked Minds clients who are coming towards the end, or have ended their match with their volunteer. This group has provided a supportive environment for people to get to know others. The aim is that those attending are able to form friendships and no longer need the support of the team. In order to develop relationships, we have arranged small trips for this group. Over the year members have enjoyed trips to Kew Gardens and a trip to see the Christmas lights in central London. We also arranged an outing to Ealing Picturehouse where members watched Bob Marley- One Love. These trips have enabled members to get to know each other more, and some have been meeting up with each other separately to the group, or speaking on the phone. We have also linked with local charities Mind Food, and EACH to support clients to become volunteers.



Creating more connections- Christmas Hampers



Once again, we wanted to give hampers to our clients at Christmas, recognising how lonely the festive period can be for those who live alone. This year, as well as receiving donations from the public, we received funding from staff at Heathrow Airport towards this work. This enabled us to give hampers to clients who were on the waiting list as well as those linked with a volunteer. We had support from staff from Glaxo Smith Klein, and students from Cranford Community College to package up 200 hampers which were then either posted, or hand

delivered to our clients.

Increased support to volunteers

An important part of our strategy is to increase the amount of support provided to our volunteers. Over the year, we held eight volunteer meetings (four held at a venue, and four held online for those who preferred this option). In addition to this, we held two social events- a thank you event in June for Volunteers' Week, and a Festive party in December.

The topics of the volunteer meetings have been Joy and Laughter for Empowerment; Self-Disclosure; Cancer Awareness; and Self-Care. As well as these sessions, we have delivered further optional training sessions which have included Bereavement and Befriending, Dementia Awareness, and an online Mental Health Awareness course.

Connect Ealing

One big achievement over the last year has been successfully securing funding to lead a consortium in Ealing. The specifications of the funding included parents and carers of young children, including those with special educational needs, and young people, so it was clear that we could not fulfil this on our own. Therefore, we set up a consortium with six other local charities in order to be able to fulfil the requirements together. We were successful in securing the four-year grant to provide Community Connections activities in the Central Ealing area (the other areas: Northolt, Greenford and Perivale, Acton, and Southall, were awarded to other consortiums). In our consortium, which we called Connect Ealing, we have:



Age UK Ealing: who support older adults with a day centre, digital inclusion and telephone befriending.

Ealing Mencap: who support young people and adults with special educational needs through a day centre and other activities.

Contact Ealing: who support parents and carers of children with special educational needs through support groups and sessions.

Home-Start Ealing: who provide befriending to parents and carers of children aged 0-5.

CAIA (Centre for Armenian Information and Advice): who provide a range of activities for Armenians of all ages, including a toddler group, youth club, day centre for older adults, and a digital inclusion project.

EASE (Empowering Action and Self Esteem): who provide a range of wellbeing activities for children, families and adults, including stay and plays, yoga, cooking classes and mentoring.

As the consortium lead, BEfriend are responsible for collating data and reporting to Ealing Council every quarter, and distributing the grant to the members.

What our clients have said

We always love receiving feedback from our clients. Here are a few comments which have been made over the last year:

"Befriend changed my life for better. Before I met my volunteer, I was down. But now I'm ok you know? I am really ok!"

"A touch of the outside world. A connection to the rest of the world."

"As a 96 year old that is housebound, the weekly visit lifts my spirit and heart."

"She gives me confidence and independence. My life feels fulfilled... Having a volunteer makes such a difference in my life."

"I really appreciate the welcome I got yesterday to the group felt like I was with friends thank you all from the bottom of my heart for a great first meeting." (from a member of the Transitional Support Group)

Our Impact in Numbers

Clients

- **416** new referrals were received over the year.
273 of these were for Ealing:
 - **144** of these for the Befriending Project
 - **114** of these for Linked Minds
 - **15** for the Telephone Project**143 were for Hounslow:**
 - **85** of these for the Befriending Project
 - **58** of these for Linked Minds
- **576 clients** received support at some point during the year, either through one-to-one Befriending, telephone support, or signposting to more appropriate services.
- **243 clients** were matched with a volunteer at some point during the year
- **211** were receiving regular support at the end of March 2023

We continue to support a diverse community:

Of the 243 who were matched with a volunteer during the year:

- **50%** were from Ethnic Minority groups
- **40%** were White British or Irish
- **10%** did not answer this question

Gender Identity

The gender breakdown of our clients is shown below:

- **Female:** 60%
- **Male:** 40%
- No clients identified as non-binary

We reach out to all age groups:

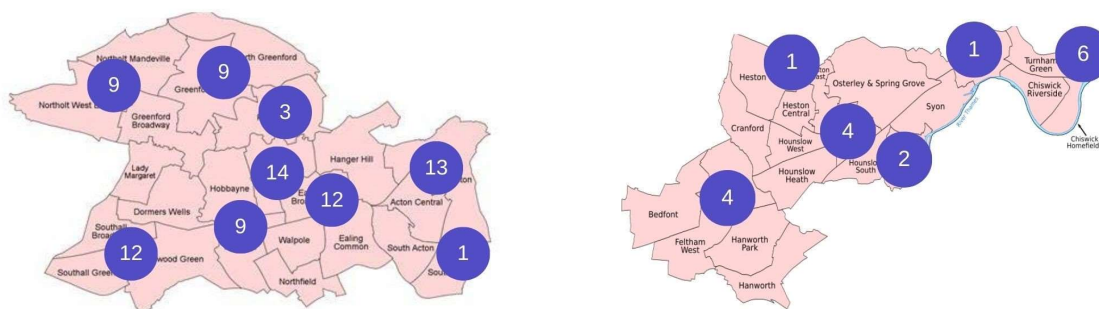
- **41%** of clients were aged **75 or older** which is the same as the previous year.
- **37%** of clients were younger than **65** which is a small decrease than the previous year.
- **22%** of clients were between **65-74** which was our largest age group. The largest age range last year was 74-85, so this is a small change.

More about our clients- health

As well as our clients being diverse in ethnicity and age, we support people with a range of physical and mental health needs. **41%** of clients stated their main health condition being **mental health** with **39%** being **physical health**. The remaining 20% was shared between **Arthritis (2%)**, **Cognitive Impairment (4%)**, and **Sensory Impairment (6%)** with the remainder unknown.

More about our clients- location

We have supported people all across the boroughs of Ealing and Hounslow. The maps below show the percentages of clients in each location. The percentages are based on the broad postal area (i.e Northolt) and not more detailed areas.



Volunteers

The number of volunteers has stayed relatively stable:

- **212 volunteers** have been working with us during the year which is a small increase on 204 in the previous year.
- **76 new volunteers** were trained over the year, which was a significant increase on 59 in the previous year!

Our group of volunteers is well diversified:

- **54%** of volunteers were from ethnic minority groups
- **30%** of volunteers were White British or Irish
- **16%** chose not to disclose this information
- **36%** of volunteers were 34 or younger
- **13%** of volunteers were 65 or older.
- Our largest age group of volunteers was 25-34 (21%)

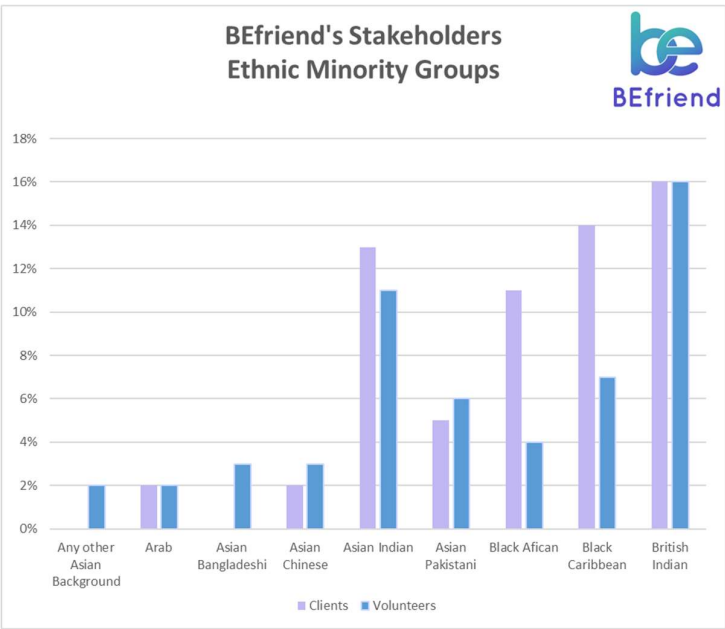
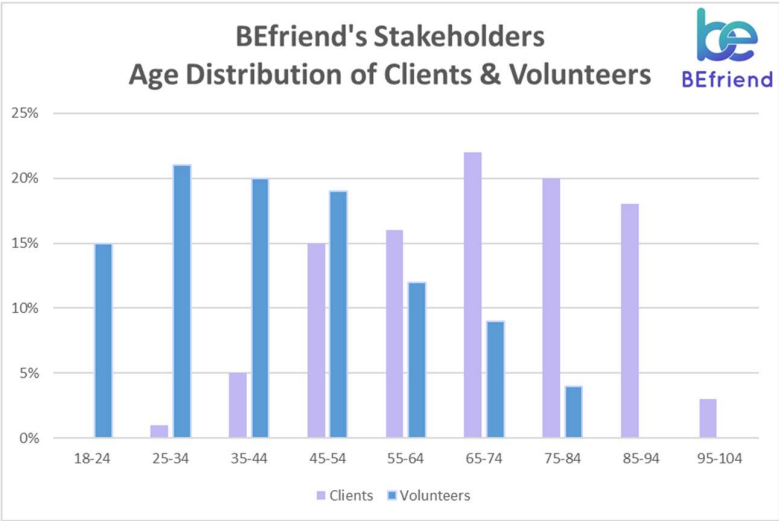
Volunteers- Gender Identity

The gender breakdown of our volunteers is shown below. The distribution indicates a much larger proportion of volunteers identifying as female, compared to those identifying as male or non-binary.

- Female: 154
- Male: 53
- Non-binary: 2
- Prefer not to say: 2

Age and Ethnic Diversity of Clients and Volunteers

We support clients and volunteers across a broad spectrum of ages and ethnic backgrounds. The charts below show the age distribution of our clients compared to our volunteers, along with the representation of clients and volunteers from ethnic minority backgrounds (54% of our total volunteers and 50% of our total clients).



Our total support

- **5192** befriending visits or calls from volunteers totalling **7546 hours**.
- **5000** phone calls to clients by our Befriending Coordinators totalling **696 hours**.
- **434** home visits by our Befriending Coordinators totalling **481 hours**.



A Huge Thank You...

To our Volunteers

We are all so grateful to our volunteers for the continuous support to our clients that you give and your commitment to BEfriend.

To our Staff

Thank you for all the amazing BEfriend team who have continued to work so hard to ensure we are providing a quality service to those who need it the most.

To our Trustees

Thank you to our supportive group of Trustees who work hard behind the scenes.

To our Funders

Finally, thank you to our funders for working with us to achieve our aims.

Rachel Hill
CEO

BEFRIEND

REPORT OF THE TRUSTEES For the year ended 31 March 2024

Trustees' Responsibilities in relation to the Financial Statements

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial period, which give a true and fair view of the charity's financial activities during the period and of its financial position at the end of the period. In preparing those financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently,
- Make judgments and estimates that are reasonable and prudent,
- State whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping accounting records, which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Trustees


Trustees who served during the period were as follows:

J. Macrae- Chair
N. Joslin- Vice-Chair
E. Ng- Treasurer
P. Sahota
S. Treszka
E. D'Souza
Dr P. Scolding

Trustees will be in office for a period of three years and must then retire. A retiring trustee is eligible for re-election.

Signed on behalf of the trustees:

J. Macrae, Chair

DocuSigned by:

50D2B153A17E474...
Date: 1/16/2025

BEfriend

Independent Examiners Report

Independent Examiner's Report to the trustees of BEfriend

I report to the trustees on my examination of the financial statements of BEfriend for the year ended 31 March 2024.

Responsibilities and basis of report

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

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

Independent examiner's statement

As the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination by being a qualified member of CPAA.

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

- the accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- the financial statements do not accord with those records; or
- the financial statements do not comply with the applicable requirements concerning the form and content of financial statements set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the financial statements give a 'true and fair' view which is not a matter considered as part of an independent examination.

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



CPAA

Solutions Accountancy & Bookkeeping Ltd

1 The Mews

Little Brunswick Street

Huddersfield

HD1 5JL

16 January 2025

BEfriend

Statement of Financial Activities

for the year ended 31 March 2024

| | Notes | Unrestricted funds 2024 £ | Restricted funds 2024 £ | Total funds 2024 £ | Total funds 2023 £ |
|--|-------|------------------------------------|----------------------------------|--------------------------|--------------------------|
| Income and endowments from: | | | | | |
| Donations and legacies | 2 | 89,714 | 299,878 | 389,592 | 300,836 |
| Other trading activities | 3 | 1,183 | - | 1,183 | 2,321 |
| Total | | 90,897 | 299,878 | 390,775 | 303,157 |
| Expenditure on: | | | | | |
| Fundraising & Publicity | 4 | 36,842 | 11,366 | 48,208 | 27,764 |
| Governance | 5 | 11,869 | 703 | 12,572 | 10,491 |
| Charitable Activities | 6 | 49,400 | 277,684 | 327,084 | 255,178 |
| Total | | 98,111 | 289,753 | 387,864 | 293,433 |
| Net gains/(losses) on investments | | 11,015 | - | 11,015 | (855) |
| Net income | 7 | 3,801 | 10,125 | 13,926 | 8,869 |
| Transfers between funds | | - | - | - | - |
| Net income before other gains/(losses) | | 3,801 | 10,125 | 13,926 | 8,869 |
| Other gains and losses | | | | | |
| Net movement in funds | | 3,801 | 10,125 | 13,926 | 8,869 |
| Reconciliation of funds: | | | | | |
| Total funds brought forward | | 126,807 | 6,500 | 133,307 | 124,438 |
| Total funds carried forward | | 130,608 | 16,625 | 147,233 | 133,307 |

BEfriend

Balance Sheet

at 31 March 2024

Charity No. 1072538

| | | 2024 | 2023 |
|---|----|-----------------------|-----------------------|
| | | £ | £ |
| Fixed assets | | | |
| Tangible assets | 9 | 86 | 169 |
| Investments | 10 | 78,098 | 67,083 |
| | | <u>78,184</u> | <u>67,252</u> |
| Current assets | | | |
| Debtors | 11 | 1,500 | 1,500 |
| Cash at bank and in hand | | 164,261 | 71,263 |
| | | <u>165,761</u> | <u>72,763</u> |
| Creditors: Amount falling due within one year | 12 | (96,712) | (6,708) |
| Net current assets | | <u>69,049</u> | <u>66,055</u> |
| Total assets less current liabilities | | <u>147,233</u> | <u>133,307</u> |
| Net assets excluding pension asset or liability | | <u>147,233</u> | <u>133,307</u> |
| Total net assets | | <u><u>147,233</u></u> | <u><u>133,307</u></u> |
| The funds of the charity | | | |
| Restricted funds | 13 | | |
| Restricted income funds | | 16,625 | 6,500 |
| | | <u>16,625</u> | <u>6,500</u> |
| Unrestricted funds | 13 | | |
| General funds | | 59,593 | 66,807 |
| Designated funds | | 60,000 | 60,000 |
| | | <u>119,593</u> | <u>126,807</u> |
| Reserves | 13 | | |
| Revaluation reserve | | 11,015 | - |
| | | <u>11,015</u> | <u>-</u> |
| Total funds | | <u><u>147,233</u></u> | <u><u>133,307</u></u> |

Approved by the trustees on 16 January 2025

And signed on their behalf by:

DocuSigned by:

50D2B153A17E474...
J. Macrae

Trustee

16 January 2025

BEfriend

Statement of Cash flows

for the year ended 31 March 2024

| | 2024 £ | 2023 £ |
|--|----------------|---------------|
| Cash flows from operating activities | | |
| Net income per Statement of Financial Activities | 13,926 | 8,869 |
| Adjustments for: | | |
| Depreciation of property, plant and equipment | 83 | 83 |
| Increase in trade and other receivables | | (645) |
| Increase in trade and other payables | 78,989 | 3,845 |
| Net cash provided by operating activities | <u>92,998</u> | <u>12,152</u> |
| Net cash used in investing activities | <u>-</u> | <u>(252)</u> |
| Net cash from financing activities | <u>-</u> | <u>-</u> |
| Net increase in cash and cash equivalents | 92,998 | 11,900 |
| Cash and cash equivalents at the beginning of the year | 71,264 | 59,364 |
| Cash and cash equivalents at the end of the year | <u>164,262</u> | <u>71,264</u> |
| Components of cash and cash equivalents | | |
| Cash and bank balances | 164,262 | 71,264 |
| | <u>164,262</u> | <u>71,264</u> |

BEfriend

Notes to the Accounts

for the year ended 31 March 2024

1 Accounting policies

Basis of preparation

The financial statements have been prepared in accordance with Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

Change in basis of accounting or to previous accounts

There has been no change to the accounting policies (valuation rules and method of accounting) since last year and no changes have been made to accounts for previous years.

Fund accounting

| | |
|--------------------|--|
| Unrestricted funds | These are available for use at the discretion of the trustees in furtherance of the general objects of the charity. |
| Designated funds | These are unrestricted funds earmarked by the trustees for particular purposes. |
| Revaluation funds | These are unrestricted funds which include a revaluation reserve representing the restatement of investment assets at their market values. |
| Restricted funds | These are available for use subject to restrictions imposed by the donor or through terms of an appeal. |

Income

| | |
|-----------------------|---|
| Recognition of income | Income is included in the Statement of Financial Activities (SoFA) when the charity becomes entitled to, and virtually certain to receive, the income and the amount of the income can be measured with sufficient reliability. |
|-----------------------|---|

| | |
|---------------------------------|--|
| Income with related expenditure | Where income has related expenditure the income and related expenditure is reported gross in the SoFA. |
|---------------------------------|--|

| | |
|------------------------|--|
| Donations and legacies | Voluntary income received by way of grants, donations and gifts is included in the the SoFA when receivable and only when the Charity has unconditional entitlement to the income. |
|------------------------|--|

| | |
|-------------------------------------|---|
| Tax reclaims on donations and gifts | Income from tax reclaims is included in the SoFA at the same time as the gift/donation to which it relates. |
|-------------------------------------|---|

| | |
|---------------------------------|--|
| Donated services and facilities | These are only included in income (with an equivalent amount in expenditure) where the benefit to the Charity is reasonably quantifiable, measurable and material. |
|---------------------------------|--|

| | |
|----------------|---|
| Volunteer help | The value of any volunteer help received is not included in the accounts. |
|----------------|---|

| | |
|-------------------|---|
| Investment income | This is included in the accounts when receivable. |
|-------------------|---|

| | |
|---|---|
| Gains/(losses) on revaluation of fixed assets | This includes any gain or loss resulting from revaluing investments to market value at the end of the year. |
|---|---|

| | |
|-------------------------------------|--|
| Gains/(losses) on investment assets | This includes any gain or loss on the sale of investments. |
|-------------------------------------|--|

BEfriend

Notes to the Accounts

Expenditure

| | |
|--------------------------------------|---|
| Recognition of expenditure | Expenditure is recognised on an accruals basis. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates. |
| Expenditure on raising funds | These comprise the costs associated with attracting voluntary income, fundraising trading costs and investment management costs. |
| Expenditure on charitable activities | These comprise the costs incurred by the Charity in the delivery of its activities and services in the furtherance of its objects, including the making of grants and governance costs. |
| Grants payable | All grant expenditure is accounted for on an actual paid basis plus an accrual for grants that have been approved by the trustees at the end of the year but not yet paid. |
| Governance costs | These include those costs associated with meeting the constitutional and statutory requirements of the Charity, including any audit/independent examination fees, costs linked to the strategic management of the Charity, together with a share of other administration costs. |
| Other expenditure | These are support costs not allocated to a particular activity. |

Taxation

The charity is exempt from tax on its charitable activities.

Tangible fixed assets and depreciation

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life:

| | |
|--------------------------------|-------------------|
| Fixtures, fittings & equipment | 33% straight line |
|--------------------------------|-------------------|

Laptops and mobile IT equipment are written off completely in the year of acquisition.

Items costing less than £50 are written off completely in the year of acquisition.

Trade and other debtors

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

Cash and cash equivalents

Cash and cash equivalents comprise cash at bank and on hand, demand deposits with banks and other short-term highly liquid investments with original maturities of three months or less and bank overdrafts. In the statement of financial position, bank overdrafts are shown within borrowings or current liabilities. In the Statement of Cash Flows, cash and cash equivalents are shown net of bank overdrafts that are repayable on demand and form an integral part of the company's cash management.

Trade and other creditors

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

BEfriend

Notes to the Accounts

2 Income from donations and legacies

| | Unrestricted | Restricted | Total 2024 | Total 2023 |
|------------------------|---------------|----------------|----------------|----------------|
| | £ | £ | £ | £ |
| Donations and legacies | 89,714 | 299,878 | 389,592 | 300,836 |
| | <u>89,714</u> | <u>299,878</u> | <u>389,592</u> | <u>300,836</u> |

3 Income from other trading activities

| | Unrestricted | Total 2024 | Total 2023 |
|--------------------------|--------------|---------------|---------------|
| | £ | £ | £ |
| Other trading activities | 1,183 | 1,183 | 2,321 |
| | <u>1,183</u> | <u>1,183</u> | <u>2,321</u> |

4 Expenditure on fundraising and publicity

| | Unrestricted | Restricted | Total 2024 | Total 2023 |
|--|---------------|---------------|---------------|---------------|
| | £ | £ | £ | £ |
| <i>Fundraising trading costs</i> | | | | |
| Fundraising costs | 30,722 | - | 30,722 | 25,911 |
| Staff recruitment | 1,936 | 858 | 2,794 | 429 |
| Publicity/Research/Volunteer Recruitment | 3,886 | 10,508 | 14,394 | 955 |
| Memberships | 298 | - | 298 | 469 |
| | <u>36,842</u> | <u>11,366</u> | <u>48,208</u> | <u>27,764</u> |

5 Expenditure on governance

| | Unrestricted | Restricted | Total 2024 | Total 2023 |
|------------------------------|---------------|------------|---------------|---------------|
| | £ | £ | £ | £ |
| <i>Governance costs</i> | | | | |
| Salaries and other costs | 5,287 | - | 5,287 | 5,035 |
| Accounting and examiner fees | 3,463 | - | 3,463 | 1,860 |
| DBS Checks | 850 | 703 | 1,553 | 1,327 |
| HR Support | 2,269 | - | 2,269 | 2,269 |
| | <u>11,869</u> | <u>703</u> | <u>12,572</u> | <u>10,491</u> |

BEfriend

Notes to the Accounts

6 Expenditure on charitable activities

| | Unrestricted | Restricted | Total 2024 | Total 2023 |
|---|---------------|----------------|----------------|----------------|
| | £ | £ | £ | £ |
| Employee costs | 25,702 | 260,006 | 285,708 | 215,848 |
| Volunteer & project costs | 4,239 | 7,987 | 12,226 | 9,828 |
| Premises costs | 5,872 | 4,688 | 10,560 | 11,690 |
| Amortisation, depreciation, impairment, profit/loss on disposal of fixed assets | 83 | - | 83 | 83 |
| General administrative costs | 13,504 | 5,003 | 18,507 | 17,729 |
| | <u>49,400</u> | <u>277,684</u> | <u>327,084</u> | <u>255,178</u> |

7 Net income before transfers

| | 2024 | 2023 |
|------------------------------------|------|------|
| | £ | £ |
| This is stated after charging: | | |
| Depreciation of owned fixed assets | 83 | 83 |

8 Staff costs

| | 2024 | 2023 |
|--------------------|----------------|----------------|
| | £ | £ |
| Salaries and wages | 316,700 | 241,582 |
| | <u>316,700</u> | <u>241,582</u> |

No employee received emoluments in excess of £60,000.

9 Tangible fixed assets

| | Fixtures, fittings & equipment £ | Total £ |
|-------------------------------------|---|--------------|
| Cost or revaluation | | |
| At 1 April 2023 | 1,128 | 1,128 |
| At 31 March 2024 | <u>1,128</u> | <u>1,128</u> |
| Depreciation and impairment | | |
| At 1 April 2023 | 959 | 959 |
| Depreciation charge for the year | 83 | 83 |
| At 31 March 2024 | <u>1,042</u> | <u>1,042</u> |
| Net book values | | |
| At 31 March 2024 | <u>86</u> | <u>86</u> |
| At 31 March 2023 | <u>169</u> | <u>169</u> |

BEfriend

Notes to the Accounts

10 Investments

| | Other investments - Unlisted £ | Total £ |
|---------------------|---|---------------|
| Cost or revaluation | | |
| At 1 April 2023 | 67,083 | 67,083 |
| Revaluation | 11,015 | 11,015 |
| At 31 March 2024 | <u>78,098</u> | <u>78,098</u> |
| Net book values | | |
| At 31 March 2024 | <u>78,098</u> | <u>78,098</u> |
| At 31 March 2023 | <u>67,083</u> | <u>67,083</u> |

11 Debtors

| | 2024 £ | 2023 £ |
|---------------|--------------|--------------|
| Other debtors | 1,500 | 1,500 |
| | <u>1,500</u> | <u>1,500</u> |

12 Creditors:

amounts falling due within one year

| | 2024 £ | 2023 £ |
|---------------------------------|---------------|--------------|
| Other taxes and social security | 8,143 | 4,603 |
| Accruals | 2,287 | 2,105 |
| Deferred income | 86,282 | - |
| | <u>96,712</u> | <u>6,708</u> |

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Notes to the Accounts

13 Movement in funds

| | At 1 April 2023 | Incoming resources (including other gains/losses) £ | Resources expended £ | At 31 March 2024 £ |
|-----------------------------------|--------------------|--|----------------------------|-----------------------------|
| Restricted funds: | | | | |
| Restricted income funds: | | | | |
| Ealing Befriending | 6,500 | 71,435 | (61,310) | 16,625 |
| Hounslow | - | 105,463 | (105,463) | - |
| Linked Minds | - | 101,495 | (101,495) | - |
| Volunteer Training | - | 2,000 | (2,000) | - |
| Festive Hampers | - | 2,425 | (2,425) | - |
| Carers Short Breaks | - | 17,060 | (17,060) | - |
| <i>Total</i> | <u>6,500</u> | <u>299,878</u> | <u>(289,753)</u> | <u>16,625</u> |
| Unrestricted funds: | | | | |
| General funds | 66,807 | 90,897 | (98,111) | 59,593 |
| Designated funds: | | | | |
| | 60,000 | - | - | 60,000 |
| <i>Total</i> | <u>60,000</u> | <u>-</u> | <u>-</u> | <u>60,000</u> |
| Revaluation Reserves: | | | | |
| Revaluation fund | - | 11,015 | | 11,015 |
| <i>Total revaluation reserves</i> | <u>-</u> | <u>11,015</u> | | <u>11,015</u> |
| Total funds | <u>133,307</u> | <u>401,790</u> | <u>(387,864)</u> | <u>147,233</u> |

Purposes and restrictions in relation to the funds:

Revaluation reserves Represent the amount by which investments exceed their historical cost.

Restricted funds:

Ealing Befriending

Hounslow

Linked Minds

Volunteer Training

Festive Hampers

Carers Short Breaks

BEfriend

Notes to the Accounts

14 Analysis of net assets between funds

| | Unrestricted funds | Restricted funds | Total |
|--------------------|-----------------------|---------------------|----------------|
| | £ | £ | £ |
| Fixed assets | 86 | - | 86 |
| Investments | 78,098 | - | 78,098 |
| Net current assets | 62,200 | 6,849 | 69,049 |
| | <u>140,384</u> | <u>6,849</u> | <u>147,233</u> |

15 Reconciliation of net debt

| | At 1 April 2023 | Cash flows | At 31 March 2024 |
|---------------------------|--------------------|---------------|------------------------|
| | £ | £ | £ |
| Cash and cash equivalents | 71,263 | 92,998 | 164,261 |
| | <u>71,263</u> | <u>92,998</u> | <u>164,261</u> |
| Net debt | <u>71,263</u> | <u>92,998</u> | <u>164,261</u> |

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Detailed Statement of Financial Activities

for the year ended 31 March 2024

| | Unrestricted funds 2024 £ | Restricted funds 2024 £ | Total funds 2024 £ | Total funds 2023 £ |
|--|------------------------------------|----------------------------------|--------------------------|--------------------------|
| Income and endowments from: | | | | |
| Donations and legacies | | | | |
| Donations and legacies | 89,714 | 299,878 | 389,592 | 300,836 |
| | <u>89,714</u> | <u>299,878</u> | <u>389,592</u> | <u>300,836</u> |
| Other trading activities | | | | |
| Other trading activities | 1,183 | - | 1,183 | 2,321 |
| | <u>1,183</u> | <u>-</u> | <u>1,183</u> | <u>2,321</u> |
| Total income and endowments | 90,897 | 299,878 | 390,775 | 303,157 |
| Expenditure on: | | | | |
| Costs of fundraising & publicity | | | | |
| Fundraising costs | 30,722 | - | 30,722 | 25,911 |
| Staff recruitment | 1,936 | 858 | 2,794 | 429 |
| Publicity/Research/Volunteer Recruitment | 3,886 | 10,508 | 14,394 | 955 |
| Memberships | 298 | - | 298 | 469 |
| | <u>36,842</u> | <u>11,366</u> | <u>48,208</u> | <u>27,764</u> |
| Total of expenditure on fundraising & publicity | 36,842 | 11,366 | 48,208 | 27,764 |
| Governance costs | | | | |
| Salaries and other costs | 5,287 | - | 5,287 | 5,035 |
| Accounting and examiner fees | 3,463 | - | 3,463 | 1,860 |
| DBS Checks | 850 | 703 | 1,553 | 1,327 |
| HR Support | 2,269 | - | 2,269 | 2,269 |
| | <u>11,869</u> | <u>703</u> | <u>12,572</u> | <u>10,491</u> |
| Total of expenditure on governance | 11,869 | 703 | 12,572 | 10,491 |
| Employee costs | | | | |
| Salaries/wages | 21,966 | 258,726 | 280,692 | 210,636 |
| Staff training | 1,051 | 847 | 1,898 | 2,750 |
| Staff - Clinical Supervision | 980 | 360 | 1,340 | 1,140 |
| Staff expenses | 1,705 | 73 | 1,778 | 1,322 |
| | <u>25,702</u> | <u>260,006</u> | <u>285,708</u> | <u>215,848</u> |
| Volunteer & Project costs | | | | |
| Volunteers - Expenses | - | 2,651 | 2,651 | 2,652 |
| Volunteers - Training & Safeguarding | 167 | 2,655 | 2,822 | 3,249 |
| Volunteers - Motivation Events | 564 | 256 | 820 | 627 |
| Festive Hampers Project | 10 | 2,425 | 2,435 | 937 |
| Other Project Costs | 3,498 | - | 3,498 | 2,363 |
| | <u>4,239</u> | <u>7,987</u> | <u>12,226</u> | <u>9,828</u> |

BEfriend

Detailed Statement of Financial Activities

| | | | | |
|---|----------------|----------------|----------------|----------------|
| Premises costs | | | | |
| Rent | 5,872 | 4,688 | 10,560 | 11,690 |
| | <u>5,872</u> | <u>4,688</u> | <u>10,560</u> | <u>11,690</u> |
| General administrative costs, including depreciation and amortisation | | | | |
| Depreciation of Fixtures, fittings & equipment | 83 | - | 83 | 83 |
| Bank charges | 60 | - | 60 | 73 |
| General insurances | 1,233 | 1,231 | 2,464 | 1,531 |
| Software, IT support and related costs | 7,521 | 3,083 | 10,604 | 6,474 |
| Stationery and printing | 895 | 170 | 1,065 | 5,359 |
| Sundry expenses | 455 | - | 455 | 132 |
| Telephone, fax and broadband | 3,340 | 519 | 3,859 | 4,160 |
| | <u>13,587</u> | <u>5,003</u> | <u>18,590</u> | <u>17,812</u> |
| Total of expenditure of charitable activities | <u>49,400</u> | <u>277,684</u> | <u>327,084</u> | <u>255,178</u> |
| Total expenditure | 98,111 | 289,753 | 387,864 | 293,433 |
| Net gains on investments | 11,015 | - | 11,015 | (855) |
| | <u>3,801</u> | <u>10,125</u> | <u>13,926</u> | <u>8,869</u> |
| Net income | | | | |
| | <u>3,801</u> | <u>10,125</u> | <u>13,926</u> | <u>8,869</u> |
| Net income before other gains/(losses) | | | | |
| Other Gains | - | - | - | - |
| | <u>3,801</u> | <u>10,125</u> | <u>13,926</u> | <u>8,869</u> |
| Net movement in funds | | | | |
| | <u>3,801</u> | <u>10,125</u> | <u>13,926</u> | <u>8,869</u> |
| Reconciliation of funds: | | | | |
| Total funds brought forward | 126,807 | 6,500 | 133,307 | 124,438 |
| Total funds carried forward | <u>130,608</u> | <u>16,625</u> | <u>147,233</u> | <u>133,307</u> |