

Charity registration number 1075020

Company registration number 3530606 (England and Wales)

MANCHESTER CARERS CENTRE
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

MANCHESTER CARERS CENTRE

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Ms L D E Fowles Mr A T Hunter Mr A Lazz-Onyenobi Mr D Prior Ms C Stopforth Mr C E Thompson
Secretary	Ms S J Devine
Charity number	1075020
Company number	3530606
Registered office	Bridge 5 Mill 22a Beswick Street Manchester M4 7HR
Independent examiner	P Buck FCA, DChA Champlon TLL Limited 7-9 Station Road Preston Lancashire PR4 6SN

MANCHESTER CARERS CENTRE

CONTENTS

	Page
Trustees' report	1 - 11
Independent examiner's report	12
Statement of financial activities	13 - 14
Balance sheet	15 - 16
Notes to the financial statements	17 - 26

MANCHESTER CARERS CENTRE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2022

The trustees present their annual report and financial statements for the year ended 31 March 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Companies Act 2006 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)" (effective 1 January 2019).

Objectives and activities

The principal activities of our charity are to promote the relief of sick, elderly and disabled persons in the Manchester area by the provision of facilities to relieve the stresses experienced by their Carers; and to provide their Carers with information, support and a wide range of services appropriate to their needs.

Manchester Carers Centre was established as a company on 19th March 1998 and as a registered charity on the 8th April 1999. Manchester City Council, the Co-operative Bank and The Princess Royal Trust for Carers were founding supporters. We are a current network partner and affiliated to the Carers Trust. Carers Trust is a major charity for, with and about Carers. They work to improve support, services and recognition for anyone living with the challenges of caring, unpaid, for a family member or friend who is ill, frail, disabled or has mental health or addiction problems. Their vision is that unpaid Carers count and can access the help they need to live their lives. We share their aims.

Manchester Carers Centre is a small independent local charity serving some of the most deprived communities in Manchester. Our primary purpose is reflected in our mission statement, 'Changing Carers' Lives'. Carers frequently contact the Centre on the brink of breakdown; they can be exhausted, lonely and in desperate need of support. Manchester Carers Centre provides Carers with access to information, practical help, emotional support and a range of services focused on responding to need and bringing about positive change that has a lasting impact on lives. Small changes can make big differences to Carers everyday lives. We have over 24 years' experience and expertise of supporting unpaid Carers and their families in the City of Manchester. Manchester is the 6th most deprived local authority in England (Indices of Deprivation 2019) with some of the most deprived neighbourhoods being based within the North of the City where we are developing a deeper service footprint. There are significant health, economic and employment inequalities experienced by Carers across the City and our activities seek to promote Carers health and wellbeing.

Our Vision:

Manchester is a community where the role and contribution of unpaid carers is universally understood, valued and respected. Carers are empowered to achieve their personal goals and aspirations and stay physically and mentally well. Carers are enabled and sustained in their caring role through quality support and services. Carers assist the individuals they look after to keep healthy, connected and as independent as possible.

MANCHESTER CARERS CENTRE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

We aim to see a society where unpaid Carers are recognised, respected and given access to services that will not only improve but change their lives for the better. We build on the strengths and assets of Carers to strengthen individuals, families and communities in our city of Manchester.

Our mission is to change Carers' lives in the Manchester area. Our passion for Carers drives us. All our activities operate in the interest of our beneficiaries, unpaid Carers.

Our Values:

- Integrity and honesty

We are committed to a culture of openness and continuous improvement.

- Quality

We strive for excellence in all our services. We deliver meaningful outcomes, which change carers' lives for the better.

- Innovation and positivity

Trustees, staff and volunteers share a passion for improving Carers' lives. This drives us forward to search for solutions and better ways of delivering services effectively, in partnership and collaboration with all individuals and organisations in Manchester.

- Equality and respect

We are accessible and inclusive. Carers come from all communities and all walks of life. We celebrate diversity and the skills, strengths and potential that Carers offer our community, and ensure that they are involved as much as possible and are at the heart of everything we do.

Outcomes

Through our activities, we work to ensure the following outcomes for Carers in Manchester are achieved.

With our help Carers....

Are well informed and their financial situations improved..

Carers are aware of their rights and how to access services with our help. They know what support is available in Manchester in line with their needs and are supported to access this help.

Have improved health and wellbeing...

We operate a range of activities to ensure Carers are encouraged to look after themselves and prioritise their own personal mental and physical health needs, and balance the demands of their caring role.

Are connected...

Through our work, Carers have the opportunity to meet others, to share experiences and support one another to combat social isolation. We connect Carers to support services, the wider community, opportunities, experiences and to each other.

Have more equal opportunities...

Carers face disadvantage and are encouraged by us to have a life outside of their caring role and pursue educational and social opportunities and interests to improve their quality of life. We support Carers from all diverse communities and work in partnership with other organisations to improve all Carers access to opportunities.

Are more resilient....

Carers are supported to develop coping strategies and enabled to find the confidence to tackle issues and find the solutions that work for them individually.

Are recognised, respected and valued...

We ultimately work to ensure Carers are listened to, valued and their strengths and contributions are recognized by themselves, the wider community, policy makers and others.

Are better supported....

We work to achieve improved support to Carers from their local community, family and networks and formal public services and voluntary organisations.

MANCHESTER CARERS CENTRE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

Are Heard...

We facilitate and collaborate with voluntary and statutory partners to provide Carers with an opportunity to voice their ideas, thoughts, concerns and needs, through consultation and involvement activities. This work ensures Carers have a voice to influence policy and service developments. Every day we listen to Carers expressing their needs and issues and we use this information to shape our service developments.

Young Adult Carers realise their potential...

We work to ensure Young Adult Carers (16-25) can achieve the opportunities that all young people can access. We support young people to connect with their peers through events and online networks. We support young adult carers to achieve their full potential and fulfill their ambitions, hopes and dreams.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Covid-19 Pandemic – The context we operated in

The Covid-19 pandemic continued to have a significant, unprecedented impact on both unpaid Carers lives and the way we deliver our services to ensure Carers continued to be supported, connected and informed during this challenging time. We are pleased to report that we consistently delivered our full range of services throughout the pandemic with a blended offer of telephone, online, text, email and postal support to reach as many Carers proactively in this crisis. We did not furlough any of our staff and delivered our services to increased demand with 100% operational access and continuity. The complexity of Carers situations and the rapidly changing context enabled us to prove our agility and flexibility to respond to urgent needs and emergency situations. The vaccination programme made a huge difference to Carers, offering tangible hope and reassurance. We promoted the prioritization of the vaccination to unpaid Carers with our colleagues from the Carers Manchester Network at local levels. We encouraged Carers to register with their GPs for easier and tailored access and overall recognition of their role so their health and wellbeing needs could be formally recognised. We worked with health organisations where there was vaccine hesitancy to encourage informed choice and take up. The lifting of social restrictions at various points in the year allowed us to engage with more Carers face to face and be more present in local communities promoting the new Pathway for Carers support in Manchester.

Services Delivered in 2021-2022 and Results / Achievement and Performance

In this year our role continued to change. We were developing more neighbourhood focused work in the North Locality to identify new Carers of all ages and circumstances in partnership with a range of voluntary organisations working to enhance Carers services together in our city. We were an active member of Carers Manchester Network and the lead partner for Carers Manchester North Locality. The new Carers Pathway has a Carers Manchester Contact Point with a telephone helpline service for Carers and our role is to identify Carers in the community with information and advice needs and signpost them to the new service. We also deliver a range of activities in local communities to promote Carers health, wellbeing and connectivity with our five other partners, Alzheimers Society, Moodswings, The Fed, Talbot House and Hopewell, who are also responding to the needs of Carers with their particular expertise. Three locality partnerships, North, Central and South work on common objectives to reach more Carers at an earlier point in their caring journey and to raise awareness of Carers issues with professionals and the general public.

Manchester Carers Centre supported 383 unique Carers from a range of communities across Manchester to connect with services across the Carers Manchester Pathway. 49% of the 383 individual Carers we worked with were new. The pandemic had a detrimental effect on many Carers. It had been an unprecedented time that nobody was prepared for and left many Carers alone, feeling very isolated and in really intensive caring situations. Staff delivered emotional support services, signposted effectively to colleagues across the Carers Manchester Pathway and worked really hard to link Carers with sources of financial help, respite and peer group social activities, as many family budgets were under immense pressure. Of the Carers we supported this year Citywide, 179 were from the North Locality which demonstrates we were developing a much deeper footprint in the North with our colleagues from the North Partnership.

MANCHESTER CARERS CENTRE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

Adaptability and Access Points

We supported a diverse range of Carers of all ages using a range of online and offline methods including telephone support, paper based information through postal mailings, social media platforms, and more recently virtual conferencing. We produced information in a range of formats and mediums. Our new website has a range of access features to ensure all Carers are able to access the information and know how to contact us directly if they need to. The Social Media Team worked hard to get clear, accurate messages out to Carers via Facebook and Twitter, by text and email. Digitally excluded Carers received support by telephone and letters. This adaptability produced a lot of additional work for the Service Team, but ensured those that were least able to access us were included. As pandemic restrictions were lifted or changed at different points in the year we worked hard with all our partners in making our presence known in the community and diverse neighbourhoods. When conditions allowed we delivered as many face to face opportunities and events for isolated carers as we could. We engaged with Carers to listen to and understand their needs as we emerge from the pandemic. We also used the opportunity to connect with professionals and community groups to publicise the new Pathway for Carers services in Manchester.

Activities and Projects

The Carers North Partnership delivered specialist and bespoke services for Carers, keeping Carers engaged and supported in unprecedented conditions. We worked together to market each other's services and share ideas and plans to develop new services in the North Locality and raise awareness of the new Carers Pathway together using diverse methods. The Carers Manchester North Partnership has great expertise working with Carers, looking after people with mental health issues, dementia, learning disabilities and from particular community organisations to reach black and minority ethnic Carers. Manchester Carers Centre specifically delivered 36 different events and activities throughout the year, which is a great achievement in difficult pandemic conditions and evidences our transition to a new outreach role in the community.

We were agile and if conditions allowed we delivered some face to face activities but planned virtual activities as well to cope with changing circumstances, often at short notice. In this year we delivered 26 activities to promote the Health and Wellbeing of Carers and 10 outreach Roadshow activities to publicise the new Carers Pathway service offer for Carers and to engage with professionals. We worked with 117 unique professionals from a range of organisations across Manchester. All these events were instrumental in helping us to attract new Carers. We also attracted those Carers who were particularly isolated and needed to meet and engage with their peers in a safe and supportive environment, carefully facilitated by experienced and empathetic staff.

MANCHESTER CARERS CENTRE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

Young Adult Carers

We are particularly proud to have delivered 2 new projects for our Young Adult Carers Service in this year which allowed us to deliver more in-depth services to Young Adult Carers aged 16 – 25 and achieve particular outcomes for young people. We worked with young people through a range of mediums offering one to one mentoring appointments, opportunities to engage socially, learning and development workshops and producing e-bulletins on a monthly basis to keep young people informed of services and opportunities available during the pandemic. We are grateful to the North West Young People's Development Trust and St James Place Charitable Foundation for their financial support received in 2020-2021 to identify and work with more young Carers in the pandemic and respond to the emerging needs of this group. These projects were delivered in this year, 2021-2022. We remain grateful to Lloyds Bank Foundation for their support to our independent work with young adult Carers. They have been on a real journey with our flagship service and supported our efforts and achievements for six and a half years, giving us additional income during the pandemic so we could extend the delivery of our Lloyds project to March 2022. All these excellent financial supporters have helped us succeed in producing brighter futures for young people with caring responsibilities from many deprived communities and we are very grateful for their belief in our ability and expertise.

Carers Grants Service and Financial Support to Carers

We reacted to the financial stresses that Carers and their families were experiencing by putting a lot of effort into helping Carers to make grant applications for urgent support to benefit Carers. Carers are often experiencing financial hardship, on low incomes. Centre staff provide targeted support to help raise funds from independent grant giving Trusts. This year, staff helped 26 individual Carers and their families achieve a holiday/short break, buy essential household equipment and take part in activities that benefit their health and wellbeing, and improve skills for resilience. £7,120 was awarded in this year from Carers Trust and we were grateful for their support. £9,100 was directly distributed to Carers by us this year from this year's awards and some residual grants from the previous financial year's awards.

Manchester Carers Centre staff also worked in partnership with Carers Manchester Contact Point to refer Carers to Manchester City Council Carers Emergency Support Fund. This enabled Carers access urgent funds from the City Council for much needed household equipment, white goods, and support with utility bills.

Our thanks to Carers Trust and Manchester City Council for their generous grants, which were so well received by Carers to alleviate hardship in difficult conditions. Manchester Carers Centre team also worked hard to connect Young Adult Carers with technology to ensure they were digitally included and 6 Young Adult Carers were awarded mobile phones with a year's data package through Manchester Carers Centre's partnership with Lifeshare. We also developed partnerships with local foodbanks so that we could directly make referrals as a known registered provider to alleviate Carers who were experiencing food instability.

MANCHESTER CARERS CENTRE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

Achievements and performance

Overall Performance

Given that we are a small charity with a small staff team equivalent to 5 full time staff, we have once again produced amazing results for Carers in a year like no other. This is down to the passion, dedication and commitment of the Trustees, management and staff team.

We have the confidence of the Carers that we serve through a long and established record of performance in Manchester of achieving meaningful results for each individual Carer that we can.

We transitioned into a new outreach role in the North and developed great collaborative work with our Carers Manchester North Partnership. We delivered more support to Young Adult Carers through our independent supporters. We continued to respond to Carers financial issues and respite issues by achieving independent grants ourselves or referring Carers to organisations we worked in partnership with.

One of the highlights of the year was undertaking 10 outreach roadshows to make contact with new Carers and new professionals in the local neighbourhoods of North Manchester. We planned and delivered 26 events and activities for Carers of all age groups when social distancing restrictions started to lift.

We trained our staff and implemented a new Charity Log database improving our efficiency. To demonstrate our commitment to being a good Employer we offered flexible working arrangements to staff during the pandemic and we were pleased to obtain National Living Wage status demonstrating our commitment to paying staff a living wage.

The culmination of all our achievements was to achieve formal recognition of the quality of our services and the high standards of how we run our organisations through the award of the Trusted Charity Quality Mark Level 1 in January 2022.

Financial review

Income

Our overall income for this financial year is £246,869.

Our main funding comes from Manchester Local Care Organisation (MLCO) for the Carers North Partnership and the Our Manchester grant which supports our citywide activities with Carers. We were delighted to also receive a Covid Recovery Fund grant from Young Manchester to provide Business Development Support to ourselves and our Carers North Partnership partners.

Overall Expenditure

Overall expenditure was £283,771.

Net Income/expenditure

The accounts show a deficit of £36,902. A significant proportion of this year's expenditure related to restricted income carried forward from 2020-2021 to deliver Young Adult Carers Projects.

The Trustees review their Reserves Policy each year and we aim to hold up to 6 months running costs in unrestricted and accessible reserves and should hold additional funds to deal with contingencies, unexpected losses and liabilities. 6 months running costs based on this year's accounts equates to £141,885.

As at March 2022 the balance on general unrestricted funds was £133,517 that is within the target level in our Reserves Policy. The balance on restricted funds was £12,911.

MANCHESTER CARERS CENTRE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

Fundraising and sustainability

We continue to identify and apply for sources of additional funding to improve our diversity of income streams and for sustainability. This year we have received funding from 5 new and additional sources on top of our 2 main grants from Carers North Partnership Grant and Our Manchester. This is a pleasing result. Fundraising was more limited this year as we focused on implementing a new database and training all staff and concentrated on achieving the Trusted Charity Quality Mark Level 1, these were very challenging pieces of work against the backdrop of the pandemic and offering continuous services to Carers.

The Trustees regularly review the level of funds held.

Risk management

The Trustees have assessed the major risks to which the charitable company is exposed, in particular those related to the operations and finances of the charitable company, and are satisfied that systems and procedures are in place to mitigate our exposure to the major risks.

MANCHESTER CARERS CENTRE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

Plans for future periods

FUTURE PLANS FOR 2022/23

We need to fundraise for New Service Development based on current Carers expressed needs

The following needs are priority areas for development of new or extended services:

- Health and Wellbeing of Carers
- Mental health / emotional support services development needed
- Combatting social isolation of Carers with more connectivity opportunities and activities
- Respite and Short Breaks for Carers
- Influencing appropriate formal service developments for individuals who are cared for, to benefit carers
- Financial support, higher food, energy and transport costs and pressure on family budgets
- Young Adult Carers Service

- We need to expand more formal methods of Carer Involvement and engagement
- Listen to and survey Carers needs and influence service development and demonstrate how this has been done
- Work to ensure all Carers are recognized and respected as expert care partners by all professionals in our awareness raising work in Localities
- Create mechanisms for the voices of Carers to be heard at all levels within our organisation
- Ensure the North Locality Partnership work has a Carers Reference Group or Ambassadors
- Ensure the YACS service has a Carers Reference Group or Ambassadors
- Develop a stronger membership base of local carers / consider how to utilize to strengthen the involvement and voice of Carers locally and to link with Board

Profile, Identity, Independence and Sustainability

- Make sure we have an excellent profile within the city and keep our achievements at the forefront, and utilize all opportunities to build up goodwill towards Manchester Carers Centre and its partners and collaborators
- We need to build new relationships, new opportunities and new partnerships and attract new funding to maintain our independence as a charity through diverse funding streams and a broad range of activity so we can develop our work citywide and in particular in the North Locality.

Fundraising

- The fundraising climate for charities tends to support short term funding and projects, but Carers need long term, reliable services in their communities. We need to attract new funding supporters, with longer term funding to build our staff capacity to deliver sustainable services.

MANCHESTER CARERS CENTRE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

Finance

- Continue to manage our financial resources carefully and prudently for the benefit of Carers.

Staffing

- Going forward we need to ensure we develop the appropriate staffing structure and build capacity to realise our ambition to grow and develop for Carers

Governance

- The Trusted Charly quality mark demonstrated our strong governance but we need to attract additional trustees to share the responsibilities more broadly and enhance the talent and capacity of our Board

Premises

- We need to make the most of our current premises and all the opportunities of mixing with all the other tenants at Bridge 5 Mill. It is a good community of voluntary organisations with expertise in environmental issues.
- We need to consider environmental issues more by connecting with the experts in our building.

IT

- We need to continue to invest in IT applications and infrastructure, staff knowledge and training.

Structure, governance and management

The charity is a company limited by guarantee, company number 3530606, first registered on 19th March 1998. It was registered as a charity, number 1075020 on 8th April 1999.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Ms L D E Fowles

Mr A T Hunter

Mr A Lazz-Onyenobi

Mr D Prior

Ms C Stopforth

Mr C E Thompson

The board is comprised of a minimum of 4 and a maximum of 12 Trustees. The Trustee body, when complete, shall comprise twelve elected members. We currently have 6 members on the Board.

There is a recruitment process managed by the Board of Trustees. All applicants and potential Trustees are invited to fill out an application form and will be interviewed by the Chair and existing Board members to assess suitability and all checks advised by the Charity Commission.

MANCHESTER CARERS CENTRE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

Elections take place annually at the AGM to elect members as Trustees to the Board. The charity currently has 67 members.

Potential Trustees are asked to complete an application form and attend for interview and the selection process is based upon the business and governance skills and relevant experience they can bring to the organisation to enable Manchester Carers Centre to develop. Many of our current Trustees have direct experience of caring themselves, as well as a range of professional skills, but the organisation also seeks to identify any skills gaps and to recruit professionals and individuals with the relevant business skills and experience to strengthen the Board.

The Board of Trustees is responsible for Governance and works alongside the Chief Executive Officer to set the strategic direction for the charity. The Trustees/Directors have important responsibilities and collectively work together as a team for the good of Manchester Carers Centre. The Chief Executive Officer is responsible for working alongside the Board as well as overseeing the overall management of the Centre and its activities, supported by a small, dedicated Staff team.

There is a Trustee Induction and Governance programme and opportunities for Trustees to receive coaching and support from experienced Trustees, as well as to attend relevant training courses, provided by a range of organisations including Carers Trust. Trustees are signposted to governance information on websites as well as resources at the Centre.

Risk management

The Trustees have assessed the major risks to which the charitable company is exposed, in particular those related to the operations and finances of the charitable company, and are satisfied that systems and procedures are in place to mitigate our exposure to the major risks.

Risks are standing agenda item and are reviewed and addressed at Trustee Board Meetings

MANCHESTER CARERS CENTRE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

Public benefit

We considered the Charity Commission's overall guidance and Trustees have had due regard to the Commission's guidance on public benefit. We are clear through all of our regular evaluations of all services that all our operations and activities clearly link to the objects of the charity; to relieve the stresses experienced by Carers and provide them with a range of services to support them. This in turn can have an impact positively, on the quality of life of elderly and disabled individuals that are cared for. Supporting Carers and disabled individuals in our society, who are some of the most marginalised and vulnerable groups, is of obvious general public benefit and builds a stronger and more equitable society.

The Trustees review the aims, objectives and activities of the charity each year. This report looks at what the charity has achieved and the outcome of its work in the reporting period. The trustees report the success of each key activity and the benefits the charity has brought to those groups of people that it is set up to help. The review also helps the trustees ensure the charity's aims, objectives and activities remained focused on its stated purposes.

The trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning its future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives that have been set.

Beneficiaries of our services

Who Benefits?

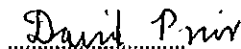
We work with unpaid Carers:

"A Carer is someone of any age who supports, unpaid / unwaged, a relative, partner or friend who due to physical or mental illness, disability, frailty or addiction could not manage without that support."

Our beneficiaries are all unwaged carers in Manchester and the Manchester area. We have specific services for Young Adult Carers 16-25 and for Adult Carers over 18 and upwards. We signpost younger carers to partnership organisations with specific projects. We do not generally charge for our services, they are free to Carers and we enable Carers with financial issues to receive tailored advice and support to relieve financial hardship. We also provide services to former Carers who have been bereaved to help them to adjust to their new circumstances. We are part of Carers Manchester Network, a group of organisations in our City that share information and work together and collaborate on policy and service development so that all our beneficiaries benefit from the partnerships.

Manchester Carers Centre services are targeted at an approximate population of 65,000 unpaid / unwaged adult Carers and younger Carers in the city of Manchester (source: Carers Manchester). Our Services operate within the parliamentary constituency of Manchester but our constitution does enable us to work more broadly in Greater Manchester and the surrounding area.

The trustees' report was approved by the Board of Trustees.



Mr D Prior
Trustee

Date: 31/8/22

MANCHESTER CARERS CENTRE

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF MANCHESTER CARERS CENTRE

I report to the trustees on my examination of the financial statements of Manchester Carers Centre (the charity) for the year ended 31 March 2022.

Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

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

- 1 accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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.



Champion TLL Limited

P Buck FCA, DChA

7-9 Station Road

Hesketh Bank

Preston

Lancashire

PR4 6SN

Dated: 31/8/22

MANCHESTER CARERS CENTRE

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2022

Current financial year

		Unrestricted funds general 2022 £	Unrestricted funds designated 2022 £	Restricted funds 2022 £	Total 2022 £	Total 2021 £
	Notes					
Income from:						
Donations and legacies	3	11,515	-	38,198	49,713	195,800
Charitable activities	4	197,113	-	-	197,113	156,776
Investments	5	43	-	-	43	92
Total Income		208,671	-	38,198	246,869	352,668
Expenditure on:						
Charitable activities	6	191,943	3,109	88,719	283,771	279,739
Net incoming/(outgoing) resources before transfers		16,728	(3,109)	(50,521)	(36,902)	72,929
Gross transfers between funds		(19,406)	20,000	(594)	-	-
Net (expenditure)/income for the year/ Net movement in funds		(2,678)	16,891	(51,115)	(36,902)	72,929
Fund balances at 1 April 2021		136,195	10,652	64,026	210,873	137,944
Fund balances at 31 March 2022		133,517	27,543	12,911	173,971	210,873

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

MANCHESTER CARERS CENTRE

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2022

Prior financial year

		Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £
	Notes			
<u>Income from:</u>				
Donations and legacies	3	6,490	189,310	195,800
Charitable activities	4	156,776	-	156,776
Investments	5	92	-	92
Total income		163,358	189,310	352,668
<u>Expenditure on:</u>				
Charitable activities	6	188,656	91,083	279,739
Net incoming/(outgoing) resources before transfers		(25,298)	98,227	72,929
Net (expenditure)/income for the year/ Net movement in funds		(25,298)	98,227	72,929
Fund balances at 1 April 2020		105,215	32,729	137,944
Fund balances at 31 March 2021		79,917	130,956	210,873

MANCHESTER CARERS CENTRE

BALANCE SHEET

AS AT 31 MARCH 2022

	Notes	2022 £	£	2021 £	£
Fixed assets					
Tangible assets	11		7,544		10,652
Current assets					
Debtors	13	256		1,243	
Investments	14	85,001		85,001	
Cash at bank and in hand		84,966		125,209	
		170,223		211,453	
Creditors: amounts falling due within one year	15	(3,796)		(11,232)	
Net current assets			166,427		200,221
Total assets less current liabilities			173,971		210,873
Income funds					
Restricted funds			12,911		130,956
Unrestricted funds - designated			27,543		-
<u>Unrestricted funds - general</u>					
Designated funds	16	27,544		10,652	
General unrestricted funds		105,973		69,265	
			133,517		79,917
			173,971		210,873

MANCHESTER CARERS CENTRE

BALANCE SHEET (CONTINUED)

AS AT 31 MARCH 2022

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2022.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 31/8/22

David Prior

Mr D Prior
Trustee

Christine Stopforth

Ms C Stopforth
Trustee

Company registration number 3530606

MANCHESTER CARERS CENTRE
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies

Charity Information

Manchester Carers Centre is a private company limited by guarantee incorporated in England and Wales. The registered office is Bridge 5 Mill, 22a Beswick Street, Manchester, M4 7HR.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's [governing document], the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Designated funds are free reserves that have been designated by the trustees for specific purposes. These are further disclosed in the notes to the accounts.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

MANCHESTER CARERS CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies

1.5 Expenditure

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

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

Support costs

All activity relates to one charitable cost heading and any costs relating to fundraising are immaterial. Support costs consist of governance as shown in the notes to the accounts and are allocated to the direct charitable costs heading.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Leasehold improvements	20% straight line
Fixtures and fittings	25% straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

MANCHESTER CARERS CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

MANCHESTER CARERS CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

3 Donations and legacies

	Unrestricted funds general 2022 £	Restricted funds 2022 £	Total 2022 £	Unrestricted funds general 2021 £	Restricted funds 2021 £	Total 2021 £
Donations and gifts	5,265	-	5,265	942	-	942
Grants	6,250	38,198	44,448	5,374	189,310	194,684
Other	-	-	-	174	-	174
	<u>11,515</u>	<u>38,198</u>	<u>49,713</u>	<u>6,490</u>	<u>189,310</u>	<u>195,800</u>
Grants receivable for core activities						
Individual Carer's Grant	-	7,920	7,920	-	14,780	14,780
Lloyds Bank Foundation - Young Adult Carers	-	-	-	-	33,128	33,128
MCC - Our Manchester Funding	-	-	-	5,000	60,000	65,000
St James Trust	-	-	-	-	7,500	7,500
North West Young People's Development Trust	-	-	-	-	15,000	15,000
National Lottery	-	-	-	-	15,000	15,000
Children in Need - Chrysalis Project	-	-	-	-	14,039	14,039
Forever Manchester	-	-	-	-	5,000	5,000
Connecting Carers	-	-	-	-	11,987	11,987
Carers Trust - CAN Project	-	-	-	-	8,250	8,250
Carers Trust – Creative Writing	-	-	-	-	5,000	-5,000
Eric Wright	-	10,000	10,000	-	-	-
Carers Trust – Young Carers Action Day	-	750	750	-	-	-
Young Manchester	-	19,528	19,528	-	-	-
MCC – Expanded Additional Restrictions Grant	6,163	-	6,613	-	-	-
Manchester City Council	87	-	87	-	-	-
	<u>6,250</u>	<u>38,198</u>	<u>44,448</u>	<u>5,374</u>	<u>189,310</u>	<u>194,684</u>

MANCHESTER CARERS CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

4 Charitable activities

	Charitable activities 2022 £	Charitable activities 2021 £
Grants	197,113	156,776
Performance related grants		
MCC - Our Manchester Funding	80,446	80,446
MCC - Carers North Partnership Grant	116,667	76,330
Other	-	-
	<u>197,113</u>	<u>156,776</u>

5 Investments

	Unrestricted funds general 2022 £	Unrestricted funds general 2021 £
Interest receivable	43	92

MANCHESTER CARERS CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

6 Charitable activities

	Charitable Activities 2022 £	Charitable Activities 2021 £
Staff costs	195,372	181,275
Depreciation and impairment	3,109	3,109
Charitable activities	81,300	91,083
	<u>279,781</u>	<u>275,467</u>
Share of governance costs (see note 8)	3,990	4,272
	<u>283,771</u>	<u>279,739</u>
Analysis by fund		
Unrestricted funds - general	191,943	188,656
Unrestricted funds - designated	3,109	-
Restricted funds	88,719	91,083
	<u>283,771</u>	<u>279,739</u>

7 Grants payable

Grants paid to individuals amount to £9,100 (2021: £14,280).

-

8 Support costs

	Support costs £	Governance costs £	2022 Support costs £	Governance costs £	2021 £
Charitable activities	-	3,990	3,990	-	4,272
	<u>-</u>	<u>3,990</u>	<u>3,990</u>	<u>-</u>	<u>4,272</u>
Analysed between					
Charitable activities	-	3,990	3,990	-	4,272
	<u>-</u>	<u>3,990</u>	<u>3,990</u>	<u>-</u>	<u>4,272</u>

9 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

MANCHESTER CARERS CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

10 Employees

The average monthly number of employees during the year was:

	2022 Number	2021 Number
	8	9
Employment costs	2022 £	2021 £
Wages and salaries	140,152	165,049
Social security costs	41,533	10,469
Other pension costs	13,687	5,757
	<u>195,372</u>	<u>181,275</u>

There were no employees whose annual remuneration was more than £60,000.

11 Tangible fixed assets

	Leasehold improvements £	Fixtures and fittings £	Total £
Cost			
At 1 April 2021	38,122	52,475	90,597
At 31 March 2022	<u>38,122</u>	<u>52,475</u>	<u>90,597</u>
Depreciation and impairment			
At 1 April 2021	38,122	41,822	79,944
Depreciation charged in the year	-	3,109	3,109
At 31 March 2022	<u>38,122</u>	<u>44,931</u>	<u>83,053</u>
Carrying amount			
At 31 March 2022	<u>-</u>	<u>7,544</u>	<u>7,544</u>
At 31 March 2021	<u>-</u>	<u>10,652</u>	<u>10,652</u>

12 Financial Instruments

	2022 £	2021 £
Carrying amount of financial assets		
Instruments measured at fair value through profit or loss	<u>85,001</u>	<u>85,001</u>

MANCHESTER CARERS CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

13 Debtors

	2022	2021
	£	£
Amounts falling due within one year:		
Trade debtors	85	210
Prepayments and accrued income	171	1,033
	<u>256</u>	<u>1,243</u>

14 Current asset investments

	2022	2021
	£	£
Unlisted investments	<u>85,001</u>	<u>85,001</u>

15 Creditors: amounts falling due within one year

	2022	2021
	£	£
Trade creditors	6	8
Accruals and deferred income	3,790	11,226
	<u>3,796</u>	<u>11,232</u>

16 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Movement in funds				
	Incoming resources £	Balance at 1 April 2021 £	Resources expended £	Transfers £	Balance at 31 March 2022 £
Fixed Assets	10,652	10,652	(3,108)	-	7,544
Staff Provision	-	-	-	20,000	20,000
	<u>10,652</u>	<u>10,652</u>	<u>(3,108)</u>	<u>20,000</u>	<u>27,544</u>

MANCHESTER CARERS CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

17 Analysis of net assets between funds	Unrestricted funds		Designated funds		Restricted funds		Total		Unrestricted funds		Restricted funds		Total	
	2022	£	2022	£	2022	£	2022	£	2021	£	2021	£	2021	£
Fund balances at 31 March 2022 are represented by:														
Tangible assets	-		7,544		-		7,544		10,652		-		10,652	
Current assets/(liabilities)	133,516		20,000		12,911		166,427		125,571		64,025		200,221	
	133,516		27,544		12,911		173,971		136,223		64,025		210,873	

The restricted fund balance at 31 March 2022 of £12,911 is made up of £168 re: Carers Trust Young Carers Action Day Grant, £2,979 re North Partnership and £9,764 re: Young Manchester Covid Recovery Fund Grant.

MANCHESTER CARERS CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

18 Related party transactions

Neither the management committee nor any persons connected with them received any remuneration or reimbursed expenses during the year.

There are no donations from related parties which are outside the normal course of business and no restricted donations from related parties.

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity, including any guarantees, during the year.

