

Bristol Black Carers
Report and Accounts
for 1st April 2021 to 31st March 2022

INDEX

Page 2	Legal and Administrative Information
3 to 8	Trustees' Report
9	Independent Examiners Report
10	Statement of Financial Activities
11	Balance Sheet
12 to 15	Notes to the Accounts

Legal and Administrative Information

Status

Members of the Management Committee, who are directors for the purpose of Company Law, who served during the year and up to the date of this report are as set out herein.

Directors

Elaine McCarthy	Chair
Barbara Dettering	Vice-Chair
Naomi Simpson	
Angela Airey	
Enid Smith (resigned 6 th June 2022)	
Ruby Begum (resigned 11 th August 2022)	
Althea Bowen (resigned 26 th August 2022)	
Tesleem Fagade (resigned 21 st September 2022)	

Treasurer

Tesleem Fagade

Registered Office

Whitefriars
2nd Floor, Room 13
Lewins Mead
Bristol
BS1 2NT

Company Number

4139337 (England & Wales)

Charity Number

1084980

Bankers

Unity Trust Bank
Nine Brindley Place
Birmingham
B1 2HB

CAF Bank Ltd
25 Kings Hill Avenue
Kings Hill
West Malling
Kent ME19 4JQ

Independent Examiner

Rupert Taylor
Easton Business Centre
Felix Rd
Bristol BS5 0HE

TRUSTEES' REPORT

The Trustees present their report and the financial statements for the year ended 31 March 2022 (incorporating the Directors' report).

The organisation is a registered charity and a company limited by guarantee. It was incorporated on 11th January 2001 and registered as a charity on 12th February 2001. The company was established under a Memorandum of Association which established the objects and powers of the company and is governed under its Articles of Association.

The trustees of the Charity, who are also the Directors of the Company, delegate responsibility for the day-to-day running of the charity to the Chief Executive Officer, Anndeloris Chacon.

Recruitment and Appointment of Trustees

Trustees are appointed at the Annual General Meeting of the charity. The articles of association specify a minimum level of representation of members of the black and minority ethnic communities and also of carers or former carers.

The Company's objects and principal activities are:

To relieve the mental and physical distress among the black carers of people who are in need of care and who are residents in Bristol by:

1. Providing information, advice, training, outreach, and development services and
2. Providing a forum which brings together carers in order to determine their needs and
3. The provision of advocacy for services relevant to the needs of black carers.

The use of the term "Black" refers to African, African-Caribbean, South Asian, Chinese, and other minority ethnic people who share a common experience of discrimination in the United Kingdom on account of their colour or racial origin.

Ensuring our work delivers our aims

Bristol Black Carers have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities.

Bristol Black Carers through their unique approach called G.E.M.S. provide information, advice, advocacy, support, empowerment, and outreach to Carers (adult, young adults, and children) and their cared-for, which sometimes includes their support network. We support carers/service users to access specific and mainstream health and social care services both physically and emotionally through advocacy, referrals, assisting with financial issues and signposting depending on their need at the time of contact.

We work on educating our carers, the cared-for, family members, communities, professionals, and organisations that the role of a carer is an additional role for the individual. It should not be taken for granted because if they did not carry out this role for the cared-for, health and social care would not be able to cope.

Our events and activities help improve quality of life, emotional and physical wellbeing of our carers/service users as we maintain their dignity with respect and trust, which enables them to retain their independence and reduce their loneliness and isolation.

Bristol Black Carers gives the carers a voice through participation in consultations, research, and conferences.

Public Benefit

Bristol Black Carers aims:

1. To improve the ***Carers' experience and journey*** through the health and social care system to help them gain outcomes that are suitable for them, at the time needed which can improve the wellbeing holistically.
2. To improve the understanding of the ***Carer's role and responsibilities*** to assist organisations, professionals, and individuals to know the difference from that of ***care workers*** who give direct assistance to the cared-for.
3. To help individuals be healthy citizens who contribute to building of Bristol City.

Services delivered:

Bristol City Council – Adult Carers

Advice and information
Carers Assessments
Home visits

Advocacy
Grant applications
Therapy

BNSSG -- C 19 Joint Project with Nilaari and Somali Resource Centre

Supporting mental health and promoting mental wellbeing

Ageing Well Programme – NHS Bristol

Planning of joint pilot for Dementia with Chinese Community Wellbeing Society

Meals on Wheels with Flavour

Ended July 2022

Research

- The Genie Robot – University West of England - Bristol
- Royal College of Psychiatrists - London
- Equality and Human Rights Commission -- London
- Documentary -- The Old Vic Theatres - Bristol
- Life After Stroke – University West of England – Bristol
- Women and Pension Plans -- Faculty of Health Education Medicine and Social Care -- Anglia Ruskin University-- Joint application with the university and other voluntary sector organisations
- Alzheimer's UK – Trial of activity material from Black Dementia Association
Colouring Books Word search Puzzles

Joint Projects -

- Bristol Dementia Alliance – Mp3 player for those with dementia
- BCfm Radio – DAB radios for the elderly
- St Paul's Carnival Committee – Digital Workshop
- National Centre for Integrative Medicine -- Creating a nutrition booklet – The Caribbean meets the Mediterranean
- Rosetta Life – Dance Workshop Heart of care – video to add
- Invisible Army – Carers' stories and photos – Displayed at the vestibule at Bristol City Council

Event -

MTM Awards -- Two service users received Special Recognition Awards

Voice for the Carers on

- Domiciliary Workforce NHS England
- Inner City and East Mental Health Transformation Group
- Stroke Education Committee– Health Integration Team – Bristol Health Partners - Bristol University

Plans for future

Bristol Black Carers will continue the services above in the forthcoming years subject to satisfactory funding arrangements. We are developing services to broaden the level of support we can give to carers/service users and those they care for both in and out of the home.

Bristol Black Carers will be working towards developing partnerships with other organisations to give us a well-rounded delivery of services that addresses home care support, training, and social events. We pride ourselves in looking at care for all aspects of life because every element impacts on physical, emotional, and mental health which affects the wellbeing of our carers/service users.

We are working towards addressing health inequalities that exist in our target groups (Caribbean, African and Asian) and would like to work closer with the Integrated Care Partnerships to influence the changes necessary to reduce these gaps. We have been involved and still involved in different consultations to bring the issues of the carers/service users to the forefront of the commissioners so that the services will address the issues faced by our target groups.

It is our hope that work in promoting health initiatives will contribute towards better health care. We hope to give our carers/service users some opportunities to explore different non-medical ways to manage their needs/issues. Such as the creative arts, help them identify breaks that are ideal for their situations which we can offer to assist with the arrangement and to provide some complementary therapies on regular basis.

Bristol Black Carers is looking forward towards developing our sustainability and increasing our income generation to be able to continue providing the services that help our carers/service users remain as independent as they possibly can.

Risk Management

Bristol Black Carers has identified areas of risk associated with a small publicly funded charity to ensure the achievement and maintenance of its:

- Operational performance
- Aims and objectives
- Image

The main areas of possible risk considered:

- Finances
- Personnel
- Property
- Service delivery

It is acknowledged that the Trustees are fully responsible for the instigation and maintenance of the Bristol Black Carers Risk Management.

Procedures are in place to ensure compliance with health and safety of staff, volunteers, carers and visitors. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

Reserves Policy

We have a Reserve Policy whereby the unrestricted funds not committed should be six months of resources expended on running costs, which is estimated as £99,790 (2021 £98,859).

The reserves are needed to meet the working capital requirements of the charity and the Management Committee feel confident that at this level they would be able to continue the charity's current activities.

The present general funds available to the charity of £58,914 (2021 £35,184) is below target. It is prudent to ensure there are sufficient free reserves to provide financial and operational flexibility.

Trustees' responsibilities in relation to the financial statements

Trustees are required to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and the incoming resources and application of resources, including the net income or expenditure, of the charitable company for the year. In preparing those financial statements the trustees are required to:

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

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Companies Act 2006.

The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The trustees confirm that to the best of their knowledge there is no information relevant to the Independent Examination of which the Examiners are unaware.

The trustees also confirm that they have taken all necessary steps to ensure that they themselves are aware of all relevant financial information and that this information has been communicated to the Examiners.



Elaine McCarthy – Chairperson

Date 4th January 2023

Independent Examiner's report to the trustees of Bristol Black Carers

I report to the charity trustees on my examination of the accounts of the Charitable Company for the year ended 31st March 2022.

Responsibilities and basis of the report

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

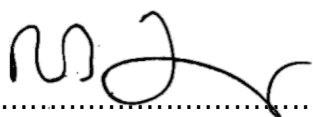
Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the 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:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts 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 accounts 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 accounts to be reached.



5th January 2023

Rupert Taylor
Easton Business Centre
Felix Rd, Bristol BS5 0HE

Statement of Financial Activities
[including Income and Expenditure Account]
for the year ended 31st March 2022

		Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
		2022	2022	2022	2021
		£	£	£	£
	Note				(see Note 11)
Income					
Voluntary income					
Donations		1,799	0	1,799	10,622
		1,799	0	1,799	10,622
Income resources from charitable activities					
Grants	(2)	126,750	72,585	199,335	129,513
Services		20,581	0	20,581	57,583
		147,331	72,585	219,916	187,096
Total incoming resources		149,130	72,585	221,715	197,718
Costs of fundraising	(6)	96	0	96	0
Charitable activities	(7)	128,252	69,439	197,691	173,069
Total resources expended		128,348	69,439	197,787	173,069
Net incoming/[outgoing] resources before transfers		20,783	3,146	23,929	24,649
Transfers between funds		0	0	0	0
Net movements in funds after transfers		20,783	3,146	23,929	24,649
Reconciliation of funds					
Total funds brought forward		35,184	12,000	47,184	22,535
Total funds carried forward		55,967	15,146	71,113	47,184

Balance Sheet as at 31 March 2022

Company number: 4139337

	Note	2022 £	2021 £
Tangible assets			
Fixed assets	(3)	0	0
Current assets			
Cash at bank and in hand		85,910	45,366
Debtors and prepayments	(4)	22,701	12,701
		108,611	58,067
Current liabilities			
Creditors: amounts falling due within 12 months	(5)	37,498	10,833
Net current assets		71,113	47,184
Net assets		71,113	47,184
Funds			
General funds	(8)	55,967	35,184
Restricted funds	(8)	15,146	12,000
Total funds		71,113	47,184

For the year ending 31 March 2022 the company was entitled to exemption from audit under section 477 [2] of the Companies Act 2006 relating to small companies.

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

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

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

The Management Committee approved these financial statements on 30/12/2022

Signed on behalf of the Management Committee



Elaine McCarthy Dated: 4th January 2023

NOTES TO THE ACCOUNTS

(1) Principal Accounting Policies

The principal accounting policies adopted in the preparation of the financial statements are set out below and have remained unchanged from the previous year.

(a) Basis of accounting

The financial statements have been prepared under the historical cost convention, and in accordance with the Companies Act 2006 and the Statement of Recommended Practice: Accounting and Reporting by Charities issued in March 2005.

(b) Fund accounting

[i] Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

[ii] Designated funds are unrestricted funds earmarked by the Management Committee for particular purposes.

[iii] Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

(c) Incoming resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income.

- Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.
- Donated services and facilities are included at the value to the charity where this can be quantified.
- The value of services provided by volunteers has not been included in these accounts.
- Incoming resources from charitable trading activity are accounted for when earned.
- Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

(d) Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes VAT.

Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes. Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them

Notes to the Accounts (continued)

(1) Principal Accounting Policies (continued)

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.

All costs are allocated between the expenditure categories of the SOFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly; others are apportioned on an appropriate basis.

(2) Grant income

	2022	2021
	£	£
Bristol City Council	183,381	60,585
Race Equality Forum	0	29,721
Black South West Network	0	31,931
Other grants	15,954	7,276
Total	199,335	129,513

(3) Tangible Fixed Assets

Tangible fixed assets are written off over the expected useful life of the asset, at the following rates:

Fixtures fittings & computers at 33% reducing balance.

Cost	£
At 1 April 2021	12,808
Additions	0
At 31 March 2022	12,808

Depreciation	
At 1 April 2021	12,808
Charge for the year	0
At 31 March 2022	12,808

Net book value	
At 31 March 2021	0
At 31 March 2022	0

	2022	2021
(4) Debtors and prepayments		
	£	£
Prepayments	701	701
Other debtors	22,000	12,000
	22,701	12,701

(5) Creditors

	£	£
Falling due within 12 months		
Accruals	500	500
Creditors	0	649
HMRC	36,188	8,641
Pensions	810	1,093
	37,498	10,883

Notes to the Accounts (continued)

(6) Costs of fundraising

	Direct Costs £	Support Costs £	Total 2022 £	Total 2021 £
Fundraising	96	-	96	0

(7) Charitable expenditure

	Direct Costs £	Support Costs £	Total 2022 £	Total 2021 £
Salaries & wages	128,508	4,750	133,258	96,672
Staff travel & expenses	695	-	695	336
Project costs	10,280	-	10,280	29,919
Volunteer expenses	9,970	-	9,970	10,073
Advertising & publicity	605	-	605	1,037
Office premises cost	-	19,015	19,015	15,567
Computer support	-	10,201	10,201	9,045
Telephone & internet	-	-	-	293
Postage, printing and stationery	-	2,248	2,248	2,801
Insurance	-	998	998	987
Accounts	-	2,102	2,102	908
Equipment	-	7,459	7,459	1,164
Professional & legal fees	-	348	348	35
Bank charges	-	134	134	72
Consultancy	-	-	-	451
Membership	-	378	378	204
	150,058	47,633	197,691	169,923

(8) Payments to trustees

The trustees received no remuneration or expenses (2021 nil).

(9) Movements in funds

	Balance as at 31st March 2021	Incoming	Outgoing	Balance as at 31st March 2022
Restricted funds				
Bristol City Council	12,000	72,585	69,439	15,146
	12,000	72,585	69,439	15,146
Unrestricted funds				
General funds	35,184	151,909	128,348	55,967
Total funds	47,184	225,403	199,675	71,113

	Balance as at 31st March 2020	Incoming	Outgoing	Balance as at 31st March 2021
Previous year comparison:				
Restricted funds				
Bristol City Council	15,146	60,585	63,731	12,000
St Monica Trust	0	9,000	9,000	0
	15,146	69,585	72,731	12,000
Unrestricted funds				
General funds	7,389	128,133	100,338	35,184
Total funds	22,535	197,718	173,069	47,184

(10) Staffing

	2022 £	2021 £
Salaries and wages	122,641	90,604
Employer's National Insurance	6,888	4,175
Employer pension contributions	3,531	1,893
	133,059	96,672

The average number of staff during the year was 4 (2021 4) and the full-time equivalent 3 (2021 3). No employee earned more than £60,000 during the year.

The key management personnel of the charity are the trustees and the Chief Executive Officer. The total salary and employee benefits paid to key management personnel was £41,196.

(11) Statement of Financial Activities – previous year comparison

	Unrestricted Funds	Restricted Funds	Total Funds
	2022	2022	2021
	£	£	£
Income			
Voluntary income			
Donations	10,622	0	10,622
	10,622	0	10,622
Income resources from charitable activities			
Grants	59,928	69,585	129,513
Services	57,583	0	57,583
	117,511	69,585	187,096
Total incoming resources	128,133	69,585	197,718
Charitable activities	100,338	72,731	173,069
Total resources expended	100,338	72,731	173,069
Net incoming/[outgoing] resources before transfers	27,795	0	24,649
Transfers between funds	0	0	0
Net movements in funds after transfers	27,795	(3,146)	24,649
Reconciliation of funds			
Total funds brought forward	7,389	15,146	22,535
Total funds carried forward	35,184	12,000	47,184