



Trustees Report and Financial Statements Year to the 31st March 2023

Charity number: 1084980

Company number: 4139337



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Reference 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 6th June 2022)
Ruby Begum (resigned 11th August 2022)
Althea Bowen (resigned 26th August 2022)
Tesleem Fagade (resigned 21st September 2022)

Registered Office

Whitefriars
2nd Floor, Room 10
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

Structure, Governance and Management

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 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 Caribbean, African, South Asian, 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

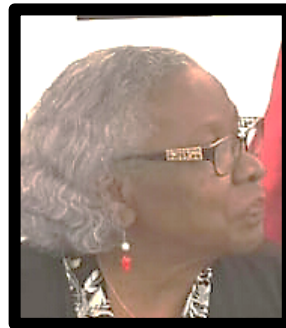
Bristol Black Carers aims:

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.
-

Board of Trustees



Elaine McCarthy – Chair



Barbra Dettering – Vicechair



Naomi Simpson -- Trustee



Angela Airey -- Trustee

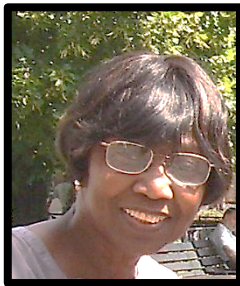
Chair's Message

Greetings to staff, service users and trustees.

This year has been challenging for us in terms of finding financial sustainability, we have been able to keep our head above water to deliver services that our community needs.

The current crises of cost of living increasing and the delayed effects of the COVID 19 pandemic we have seen an increase in the number of service users.

Our team of both staff and trustees are working together to build the charity to be able to cope with the demands as they increase.



Sadly, we had to say goodbye to one of our founding members and trustee Mrs Enid Smith on the 13th of December 2022.

We look forward to the year ahead with positivity and hope.

Thank you to everyone.

Elaine McCarthy

Chair

CEO Message

I would like to say thank you to everyone for their support for this financial year.

We have been able to expand our service in many directions according to the needs of our service users thus helping us to provide the holistic support according to an individual's priority.

Our charity has a focus on carers, but we know that they are not living alone therefore we include the whole family to be better able to help reduce their stress and help find solutions with them with the issues that they face.

Each day we learn something new in the community from our service users and we try our best to respond appropriately. An example of this is helping them to complete and register a Lasting Power of Attorney.

To improve understanding of prevention or how to minimise the effects of ill-health and to better manage care of and others.

One of the major areas to be destigmatised is that around talk therapy/counselling because individuals do not realise that their mental wellbeing can be improved, when they speak to the relevant professional. This is an area that we are working on to help service users feel comfortable to attend and to request.

We have a core team of four staff with me and we use the G.E.M.S. approach to connect with our service users. **Greet Engage Meet Support**

Our greatest tool is active listening because sometimes our service users just want someone to listen to them. This can be challenging at times.

Our goal is to get financial stability that will allow us the freedom to deliver continuous services without the threat of funding cuts. The skills mix and experiences of the team has now afforded us the opportunity to focus and plan for the future of the charity. We share the vision of being self-sufficient and having a building of our own to deliver all the services we have identified for our service users to build our communities to be resilient and solution focused.

I stepped out of the NHS framework with over forty years' experience in nursing, which I believe has given me an advantage to better support, advice, and advocate for our service users. Both statutory and voluntary organisations should be working to set standards for the services they deliver. When this is in place then the balance would be addressed because we would then be making service equitable when we have holistic, person centred care/education.

We enjoy delivering the services and reap the reward of putting a smile on someone's face.

Anndeleoris Chacon

Registered Nurse/CEO/Support Worker

❖ Achievements and Performance

Support provided according to the individual's issues/needs -

- ❖ Listening
- ❖ Advice and information
- ❖ Advocacy
- ❖ Home/hospital visits
- ❖ Carers simple assessments
- ❖ Home care assessments – to assist with care package & care worker/s
- ❖ Grant applications –
 - Bristol City Council
 - St Monica Trust
 - Florence Nightingale
 - other organisations
- ❖ Referrals –
 - Social Services for care package
 - Safeguarding
 - Occupational Health
 - Therapy/Counselling
- ❖ Respite for Carers to have time for themselves -
 - Activities
 - Events
 - Day Trip
 - Dinner
 - Theatre
 - etc
- ❖ Employment –
 - Application
 - Interviews
 - References
- ❖ Education – support in schools
- ❖ Immigration
- ❖ Lasting Power of Attorney
- ❖ Mental Wellbeing
- ❖ Benefits – applications/appeals/tribunal –
 - Personal Independent Payment
 - Employment Support Allowance
 - Universal Credit
 - Housing
 - Attendance Allowance
 - Carers Allowance

Adult Service

This service is mainly funded by Bristol City Council with additional funds from other organisations like The Grateful Society and ALD Automotives. We have provided support in various ways through the services we provided according to their needs or issues for the assistance they require. Providing a holistic person centred approach allows us to deliver services that are equitable and which give the service users a sense of being valued and heard. The approach we use is called G.E.M.S. – Greet, Engage, Meet and Support. All our service users have accessed the services highlighted above according to their needs.

Some feedback after sessions:

Interesting.
Enjoyable.
I felt welcome.






It is fun.
The day out, was what I needed.
I learnt something new.

General comments:

“So glad they made contact.”
“You saved my life.”
“I feel confident and empowered.”

“Thank you for listening.”
“Thank you for being here.”
“You are approachable.”

Events:

-  Day Out @ Bristol Zoo
-  Lunch and Cabaret @ the Golden Goose
-  Brims and Bows Tea Party
-  Tobacco Factory Theatre -- ‘Revealed’
-  MTM Awards – Three service users recognised – Mrs Hazel Bailey, Mrs. Barbara Dettering and Mrs, Clementina Johnson-Martin

Key messages:

1. **CARERS** know that this is another role in their life, like that of which they do at work, or as a family member.
2. The individuals who assist the carers to provide care, are **CARE WORKERS**.

We have provided respite for our service users -- examples are colouring, relaxation sessions, evening out to awards dinner. We were able to provide financial support and transport to sessions for some of our service users through the unrestricted funds that we received.



Dementia Service

This has been funded through Ageing Well Programme. Through this service we have been able to help our carers to have a better understanding of their feelings and the different stages their cared-for may go through the diagnosis of Dementia. We have been able to refer some of the carers to talk therapy and help them with other ways to relieve their emotions. Many people do not realise the roller coaster of feelings that the carers experience while caring for a loved one with Dementia. Anger, confusion, love, tiredness and over worked to name just a few.

We would like to share more information to our communities to create a better understanding of Dementia.

Demographics:

| | |
|--|--|
| Service users | Carers = 28 Care-for = 18 |
| Gender ratio | 30% more females service users |
| Ethnic background | Caribbean, Black British, Asian, and Dual heritage |
| Postcodes | BS1 BS2 BS4 BS5 BS7 BS23 BS10 BS16 BS30 |
| Medical and mental conditions identified for both the carers and cared-for | Anxiety, depression, hypertension, diabetes, stroke, arthritis, epilepsy, cancer, hearing & sight impairment, sickle cell disorders, heart attack – post angiogram, glaucoma, Parkinson, Wernicke-Korsakoff syndrome, leg ulcers on both legs, vertigo, incontinence, asthma, Sjogren's symptoms, prolapse disc, sciatica, and others. |
| Support visits | We visited the service users with Dementia in their homes and others in care homes. We assisted with connecting care workers and carers to agree care packages at home for self-funders. We give advice on the level of care that may be required. |

Feedback:

"Thank you for the opportunity to talk."

"I would like to be a buddy for Mrs J so that she does not feel alone. I can call her occasionally if she agrees."

"They heard of us via someone who received assistance from us."

"Thank you for being there when I needed the support."

"Thank you for all the support and help."

"If it was not for Bristol Black Carers, they did not know where they would be without our support and help."

"I am happy that I call for advice and it was helpful."

"It was good speaking to you because you understand what I am talking about."

Mrs D shared her experience and cried. She felt comfortable in the group to do so. We purchased protective mattress covers and the service user was very thankful.

Educational sessions:

- Lasting Power of Attorney
- Relaxation technique and therapy

Mental Wellbeing Service

We received funding from Bristol North Somerset and South Gloucestershire (BNSSG) Clinical Commissioning Group (CCG) now Integrated Care Board (ICB) to address mental ill-health in the early stages with our service users. We identified presently; the services are not reaching our services users at their first point of contact. We see the service users before they breakdown and want to help as much as possible before they start to fall apart. Some service users present at breaking point when dealing with an issues which seems to have no way forward. The NHS does not address those issues but only intervenes when the individual's mental ill-health has broken down.

We have had the joy of our service user stating that they are thankful we are here. Sometimes we answer out of hours which has been a life line for some of our service users. Our greatest asset is our active listening to allow our service users the chance to vent before we work on their issues/need when they ask for help.

Brief Case Study – to show the multiple factors in one person's life. Thus the need for the G.E.M.S. Approach

Profile

| | |
|---------------|---|
| First Contact | Referred to us and accompanied by sibling |
| Category | Cared-for |
| Age group | 50 - 64 |
| Ethnicity | Caribbean British |
| Diagnosis | Medical and mental conditions with drug and alcohol – experiences memory loss |

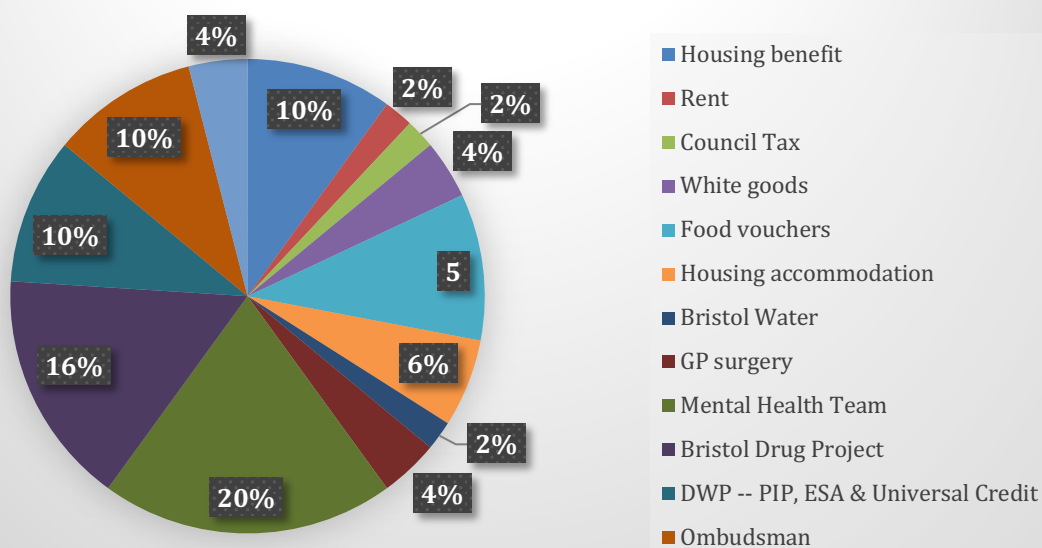
Background

| | |
|---------------------|--|
| History | Suffers with seizures and blacking out spontaneous and unpredictable. Drinking of alcohol and smoking drug affects medical and mental conditions. Parent of two children. |
| Issues presented | Housing rent arrears. Council tax arrears Financial stress. Benefits stopped. |
| Actions carried out | Referred to Mental Health Recovery team Referred to Bristol Drug and Alcohol We have assisted with support from sibling to address housing, council tax and benefits issues. Referred to Occupational Therapist – possibility of getting a walk-in shower. Arranged weekly follow-up appointments. |
| Present status | Frequent interventions are needed to support this person |

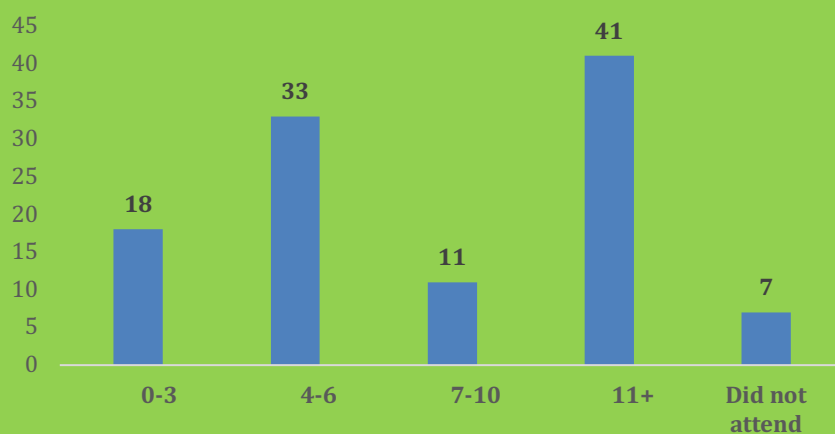
Demographics:

| | |
|-------------------|---|
| Ethnic background | Caribbean, White and Black African (non-Somali), Pakistani, Other |
| Areas in Bristol | Easton, Eastville, Clifton, Kingsdown, Long Ashton, Montepelier, St Pauls |
| Religion | Christian, Muslim, Prefer not to say |

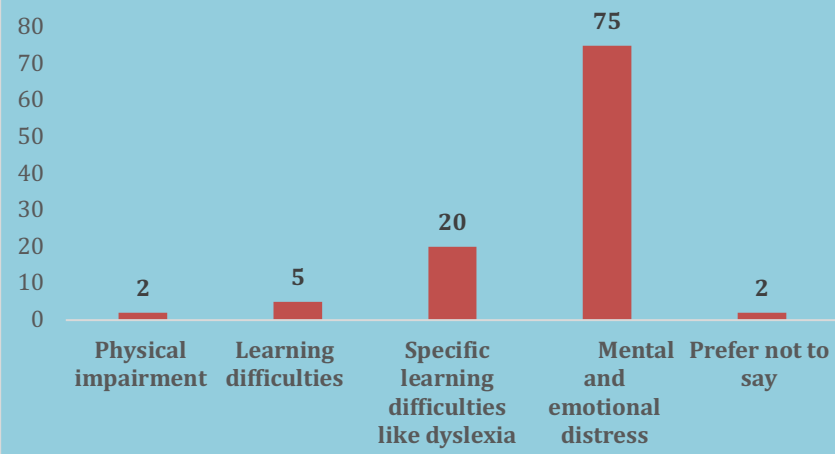
Agencies contacted



Number of sessions



Disabilities Identified by service users



Young People Service

We provide adhoc services to the young carers and actively seeking funding to restart this service in our charity. We are working with other organisations to keep up to date and involved around what is happening in the young people's sector. We assist their parents with issues at school so to minimise the possibility of exclusion from the education system.

We have included young carers and their families on our day out and this was very rewarding to see them all enjoying being out together. The intergenerational aspect of the day was beautiful, and questions were asked from all age groups.

Demographics:

| | |
|-------------------|---|
| Ethnic background | Asian, Caribbean, Mixed. Other |
| Age groups | Under 15yrs to over 75yrs – oldest was 90yrs. |

We have engaged in activities with the Carers Support Centre and the young people were very happy to attend.

❖ Joint Projects

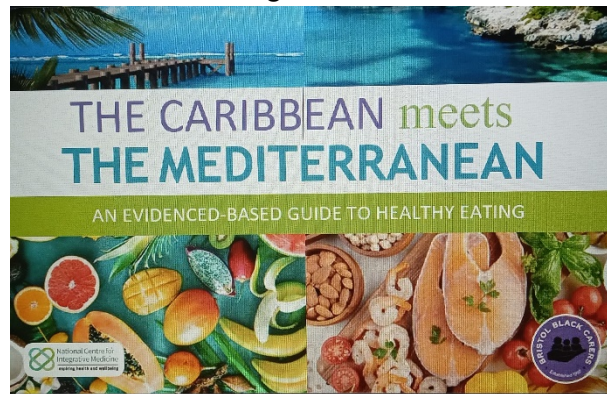
Organisation: National Centre for Integrative Medicine

Duration: April 2021 to July 2022

Topic: Nutrition

Outcome: Booklet published 100 - sharing the food that can be substituted to have healthier options. Launched on 27 July 2022 via webinar.

Plan to get funding to print more copies because the information was well received. We have also shared the PDF version with other organisations.



➤ **Organisation – Chinese Community Wellbeing Society**

Project – Dementia

Educational Sessions:

- Lasting Power of Attorney
- Relaxation technique and therapy

Outcome – Service users requested the forms so that they can read and share with other family members. A few have been submitted and approved.

Feedback –

Very Informative.

Learnt the difference between a Will and the Lasting Power of Attorney.

➤ **Organisations – Old Vic and UWE – (students from film and media)**

Duration – one session – interview and filming

Topic: “Change”

Participants: 5 shared their stories of some change they experienced in Bristol

Outcome: Featured in the film shown at St. Paul's Carnival Launch @ Old Vic.

➤ **Organisation: The Wellspring Care**

Duration: one year – August 2022 – March 2023

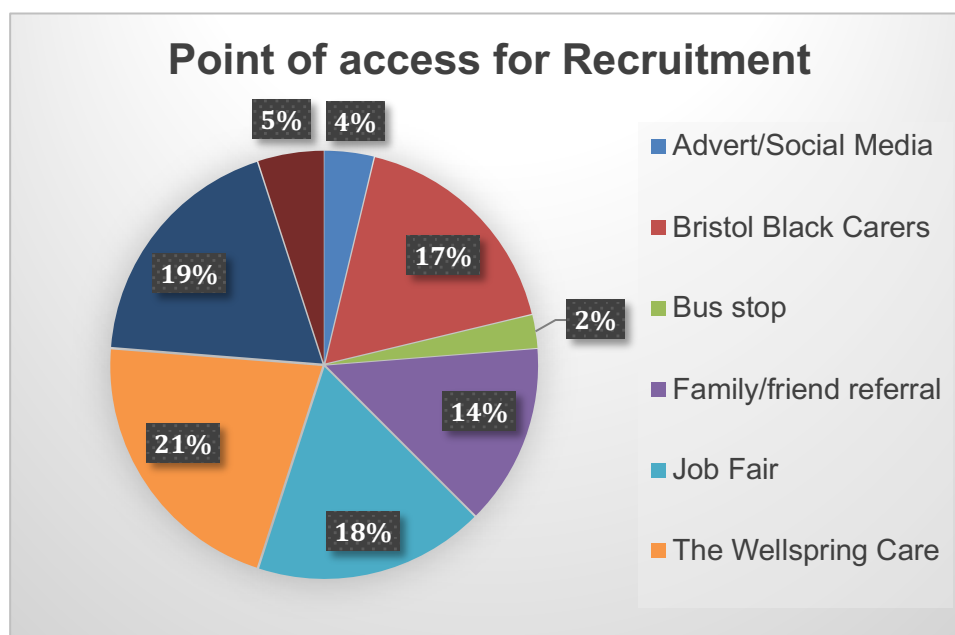
Pilot: Recruitment of domiciliary workforce in Bristol from the following communities – Caribbean, African, Chinese, and South Asian (i.e. Pakistan and Bangladesh)

Outline: Aim to employ individuals from these communities and assist them to remain in employment for at least six months.

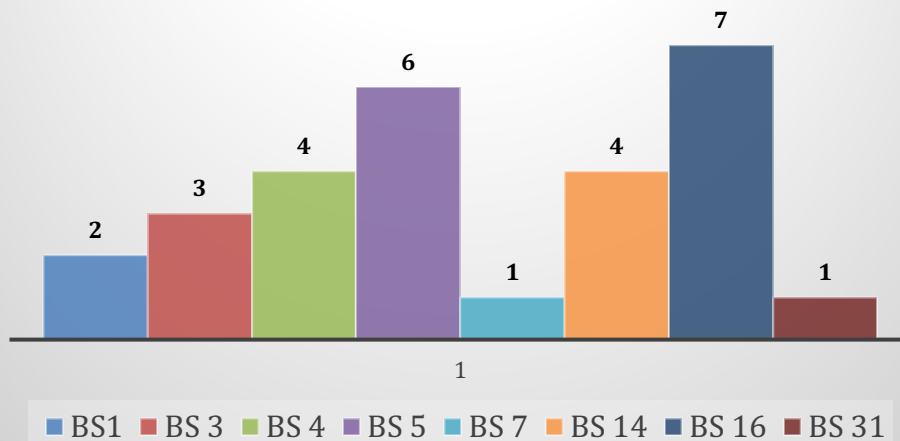
Outcome: Within this seven month – advertising was delivered through word of mouth, flyers and on our website. Care workers were recruited from Caribbean, African and Asian backgrounds. We worked towards placing them as close to home as possible but we were not able to achieve this because of where the cared-for were located and the timeframe from obtaining the package from Social Services. The pilot will end in July 2023.



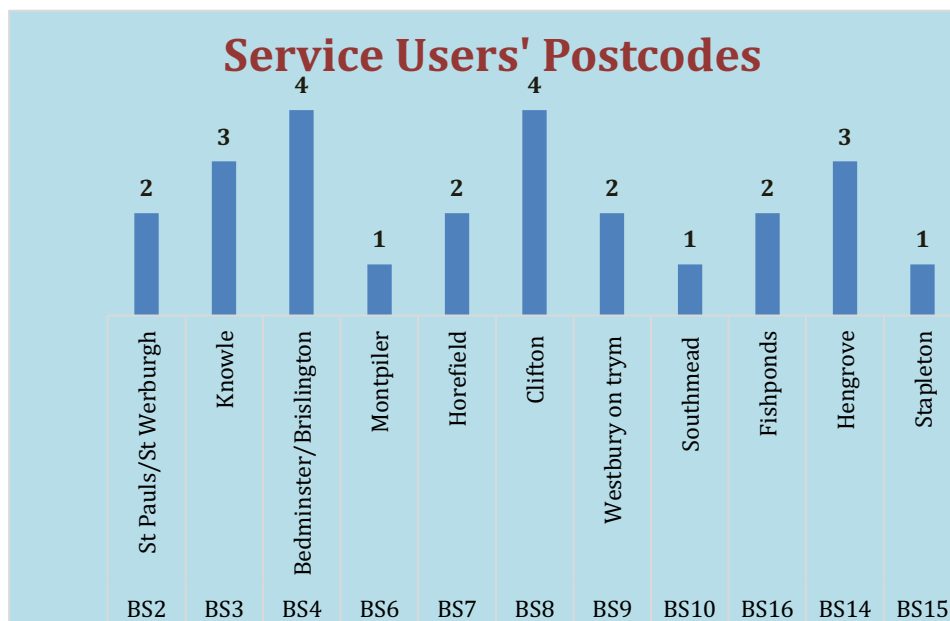
Statics



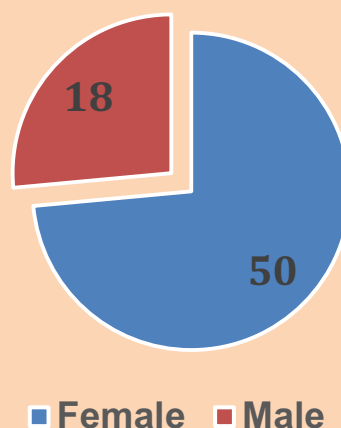
Careworkers' Postcodes



Service Users' Postcodes



Gender



Recommendations:

Workforce Pilot -

- Assessment process should start with the inclusion of the cared-for and all individuals involved in their support and care.
- Physical (structural and activities), emotional, financial, and environmental needs must be considered and discussed.
- Impact on all involved e.g., someone having to give up their job.
- A discharge form should be developed to ask the relevant questions about the care at home, the facilities present and the input from the carer about their role and responsibilities in the home.
- The timing of the support that must be put in place should be organised to coincide with discharge.
- Assumptions should not be made about the care at home and direct questions should be asked respectfully.

➤ **Organisation - Ujima Radio**

Duration – 12 shows – March to August 2022

Topic: “Control Your Health”

Outline: Programmes were aimed at highlighting peoples’ views – fears, belief and understanding around the COVID19 vaccination and a few health conditions.

Listen to the last three programmes on the links below:

Control Your Health 9th August 2022

<https://mega.nz/file/U7xBjzC#TxdlewwasJ603vdML3wLX9Yfr3na-zC8cnCXDQqQtAY>

Control Your Health 16th August 2022

<https://mega.nz/file/cuQxBKBA#Ld7AG2CJVXs1-qbcAonx4lgVbd5oqSs-IWa6rDNfMyE>

Control Your Health 23rd August 2022

<https://mega.nz/file/NuZzCaRI#jqRhNDIXXriFguObkStfLlcKIPQJXfw-fO1MiU6chCs>

➤ **Organisation : Carers Support Centre – lead**

Duration: 2 hrs/session

Events: Bowling, Crazy Golf, and meeting for them to discuss the celebration of Young Carers Awareness Day – 15/03/2023

Outline: For young carers to meet each other from different schools and areas.

Outcome: They enjoyed the session

It had both positive and negative feedback which were discussed to help both the organisations and young carers to build better relationships.

➤ **Organisation – Black South West Network (BSWN)**

Duration – April 2022 – Mar 2023

Programme – Make It Work

Outcomes and impact –

- Attended the workshops presented by BSWN and Bristol City Council.
- Met other organisations we would not of been in contact with.
- Lead on developing a collaborative named Holistic Care United comprising of six organisations.
- This has helped us to build a relationship with Bristol City Council and to have a voice for carers at the table.

❖ **Participation in Research**

➤ **Organisation:** University of Bristol Dental School

Number of participants: 7

Topic: The 'Oral Health for Brain Health' study

Outline: They were recruiting people with a diagnosis of Early Alzheimer's disease or Mild Cognitive Impairment for a feasibility study running in Bristol and the surrounding areas, in which we will aim to improve the health of participants' gums.

Outcome: Participants learnt of the possible connection between oral health and the brain.

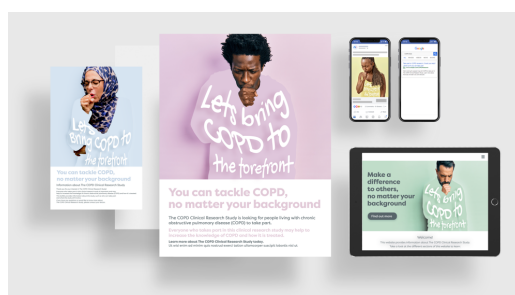
➤ **Organisation:** COUCH Research

Number of participants: 3

Topic: Consultation on the leaflet produced for Asthma/Chronic Obstructive Pulmonary Disease (COPD)

Outline: Individuals with asthma/COPD to share their views on different versions of the leaflet and to make suggestions of it can best share the information about these conditions.

Outcome: Participants reviewed several versions of the leaflet, and we were pleased with the end product.



- **Organisation:** Race Equality Foundation & Welcome Trust

Duration: 3 sessions x 2 hrs [March & April 2022]

Number of participants: 5

Topic: Help to improve the recording of ethnicity in health-related datasets

Outline: The project aims were to explore how individuals are asked about their ethnicity and how this in turn was recorded, which may potentially affect the understanding of health experiences and outcomes of different ethnic groups.

Outcome:

The participants stated they enjoyed sharing their experiences and the healthy discussions.

- **Organisation – KURE Water**

Duration – one month

Trial – Sick Cell Patients to drink Kure Oxygenated Water and note any difference.

Outcome –

Possible improvement on energy level and further investigations to be planned.

.....

❖ *Presentations*

| Organisation | Topic |
|---|--|
| Bristol City Council | Holistic Care United - development |
| NHS | Hypertension |
| International Women's Day - Easton Community Centre | Human Library |
| Montpelier GP Surgery | Cultural Etiquette |
| Bristol City Council - Independent living team | Bristol Black Carers |
| All Party Parliamentary Group | Arts and Care |
| Carers Support Centre | Bristol Black Carers |
| Bristol City Council and Black South West Network | Collaborative working with the council |

❖ Organisational Meetings attended

| Organisation | Topic |
|---|---------------------------------------|
| NHS England | Dementia Diagnosis |
| VCSE + Locality Leads | |
| Bristol Inner City Primary Care Network Community | |
| Black South West Network | Make It Work |
| | South West Race Equality Forum |
| | HCU |
| | Community Researcher Project |
| VCSE Partnership | Falls |
| Stroke HIT Education & Training | Review & development of programme |
| Inner City & East Locality Board | C19 Mental health services |
| | IPCT prototype |
| | Learning Collaborative |
| | Workforce Steering Group/Peer support |
| | Shared Caseload |
| | Mental health event |
| | Community Health Programme |
| | Ageing Well Partnership |
| | MHTG/locality Board |
| CANN | relaunch |
| Rosetta Life | Carers' Voice through the Arts |
| Dementia | Working Group |
| | CCSAA/Partnership |
| Bristol City Council | Adult Social Care Equality Forum |
| | Workforce Development |
| | Bristol Race & Health Equity Group |
| | Community Exchange |
| NHS | Hypertension Working Group |
| St Pauls Carnival | Reference Group |
| South West Carers Collaborative | Personalised Care and Support Plan |
| All Party Parliamentary Group Health Wellbeing/NCCH | Arts and health |
| National Centre for Integrative Medicine | Eat Well Guide booklet |
| The World Reimagined | Consultation |
| Community Collective | Young People |
| Ujima Radio | Control Your Health |
| BSWN | Housing |
| Carers Support Centre | Young Carers |
| BNSSG | Carers Partnership |
| Alive | Collaborative working |
| Penny Braun | Talking Equity in Cancer Outcomes |
| Support Hub | Information |

❖ Memory Lane



Visited by The President of The Grateful Society—2022 Prof. Bhupinder Sandhu, OBE, DSc (hon) MBBS, MD, FRCP, FRCPCH



Dinner and Cabaret at Ashton Gate Community Centre



Lunch at the Greedy Goose



Day at the Zoo



Brims

&



Bows

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.

Financial Review

The charity broke even on unrestricted charitable activities during the year, but reports a deficit of £11,343 on unrestricted funds (2022 surplus of £20,782) due to the necessity to provide for a potential bad debt.

Budgets are set according to the funds available, and no activity is undertaken without sufficient funding. Therefore the trustees are satisfied that the charity remains a going concern on an ongoing basis.

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 £105,891 (2022 £99,790).

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 £44,623 (2022 £55,967) is below target. It is prudent to ensure there are sufficient free reserves to provide financial and operational flexibility.

Statement of Responsibilities of the Trustees

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

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and of the income and expenditure of the charity for that period. In preparing those financial statements the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the 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 are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

Approved by trustees on 25th January 2024 and signed on their behalf by



Elaine McCarthy

Chair

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

I report to the trustees on my examination of the accounts of Bristol Black Carers (the charitable company) for the year ended 31st March 2023, which are set out on pages 25 to 31.

Respective responsibilities of trustees and examiner

As the trustees of the charitable 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 charitable 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 the charitable company'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 material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- accounting records were not kept in respect of the charitable company as required by section 386 of the 2006 Act; or
- the accounts do not accord with those records; or
- 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
- 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.



..... 29th January 2024

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

Bristol Black Carers

Statement of Financial Activities (incorporating Income & Expenditure Account)

Year to 31st March 2023

| | | Unrestricted funds 2023 | Restricted funds 2023 | Total funds 2023 | Total funds 2022 [see Note 13] |
|------------------------------------|-------|-------------------------------|-----------------------------|------------------------|---|
| | Notes | £ | £ | £ | £ |
| Income | | | | | |
| Donations | [2] | 9,763 | - | 9,763 | 1,799 |
| Charitable activities | [3] | 42,502 | 179,469 | 221,971 | 219,916 |
| Total Income | | 52,265 | 179,469 | 231,734 | 221,715 |
| Expenditure | | | | | |
| Fundraising costs | [4] | 180 | - | 180 | 96 |
| Total charitable activities | [5] | 51,946 | 159,655 | 211,601 | 197,691 |
| Other expenditure | [6] | 11,482 | - | 11,482 | - |
| Total Expenditure | | 63,608 | 159,655 | 223,263 | 197,787 |
| Net Income / (Expenditure) | | (11,343) | 19,814 | 8,471 | 23,929 |
| Transfers between funds | | - | - | - | - |
| Net Movement in Funds | | (11,343) | 19,814 | 8,471 | 23,929 |
| Total funds brought forward | | 55,967 | 15,146 | 71,113 | 47,184 |
| Total funds carried forward | | 44,623 | 34,960 | 79,583 | 71,113 |

Bristol Black Carers

Balance Sheet

As at 31st March 2023

Company no: 04139337

| | Notes | 2023 £ | 2022 £ |
|----------------------------|-------|----------------|----------------|
| Fixed Assets | [7] | - | - |
| Current Assets | | | |
| Cash at bank and on hand | | 101,467 | 85,910 |
| Debtors and prepayments | [8] | 18,197 | 22,701 |
| | | <u>119,664</u> | <u>108,611</u> |
| Current Liabilities | | | |
| Creditors and accruals | [9] | 40,081 | 37,498 |
| | | <u>79,583</u> | <u>71,113</u> |
| Net Current Assets | | | |
| | | <u>79,583</u> | <u>71,113</u> |
| Net Assets | | 79,583 | 71,113 |
| Statement of funds | | | |
| Unrestricted funds: | | | |
| General funds | [10] | 44,623 | 55,967 |
| Restricted funds | [10] | 34,960 | 15,146 |
| | | <u>79,583</u> | <u>71,113</u> |

- For the year ending 31st March 2023 the company was entitled to exemption from audit under Section 477 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.

Approved by the Board of Trustees on 25th January 2024 and signed on its behalf by



Elaine McCarthy

Chair

Bristol Black Carers

Notes to the Accounts

Year to 31st March 2023

[1] Principal Accounting Policies

The principal accounting policies adopted in the preparation of the financial statements are set out below.

(a) **Basis of preparation**

The financial statements have been prepared in accordance with the 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) 2nd edition and the Charities Act 2011 and the Companies Act 2006.

Bristol Black Carers meets the definition of a public benefit entity under FRS 102.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

(b) **Preparation of the accounts on a going concern basis**

The charity's general funds remained in surplus throughout the year, and there are adequate designated funds to cover an unexpected drop in funding. Budgeted expenditure is planned each year within available funds. Therefore the trustees are satisfied that the charity is a going concern on an ongoing basis – for further information see the "Financial Review" on Page 24.

(c) **Income**

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the items of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from grants is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of activities is deferred until the criteria for income recognition have been met; there was no such income during the year.

(d) **Donated services and facilities**

Donated professional services and facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity is probable and that economic benefit can be measured reliably. There were no such donations during the year in question. In accordance with the Charities SORP (FRS 102), the general volunteer time of trustees and volunteers is not recognised with any monetary value.

(e) **Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

(f) **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 set aside 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.

(g) **Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. The charity is not registered for Value Added Tax, therefore all expenditure is expressed inclusive of VAT. Expenditure is classified under the following activity headings:

[i] Costs of raising funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes.

[ii] 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.

[iii] Other expenditure represents those items not falling into any other heading. There were no such costs during the year in question.

(h) **Allocation of support costs**

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. These include office costs, finance, personnel, payroll and governance costs which support the charity's charitable activities.

(i) **Fixed Assets**

Tangible fixed assets are written off over the expected useful life of the asset, at 33% per annum on the reducing balance method. Individual items costing less than £500 are not treated as fixed assets.

(j) **Taxation**

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

(k) **Debtors**

Trade and other debtors are recognised at the settlement amount due after any trade discount offered.

Bristol Black Carers
Notes to the Accounts (cont.)
Year to 31st March 2023

(l) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

(m) Creditors

Creditors 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 are normally recognised at their settlement amount after allowing for any trade discounts due.

(n) Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

[2] Income from donations

| | 2023 | 2023 | 2023 | 2022 | 2022 | 2022 |
|------------------------|--------------|------------|--------------|--------------|------------|--------------|
| | Unrestricted | Restricted | Total | Unrestricted | Restricted | Total |
| | £ | £ | £ | £ | £ | £ |
| Individual donations | 2,263 | - | 2,263 | 1,799 | - | 1,799 |
| Trusts and foundations | 7,500 | - | 7,500 | - | - | - |
| | <u>9,763</u> | <u>-</u> | <u>9,763</u> | <u>1,799</u> | <u>-</u> | <u>1,799</u> |

[3] Income from charitable activities

| | 2023 | 2023 | 2023 | 2022 | 2022 | 2022 |
|-------------------|---------------|----------------|----------------|----------------|---------------|----------------|
| | Unrestricted | Restricted | Total | Unrestricted | Restricted | Total |
| | £ | £ | £ | £ | £ | £ |
| Government grants | - | 179,469 | 179,469 | 110,796 | 72,585 | 183,381 |
| Other grants | - | - | - | 15,954 | - | 15,954 |
| Service fees | 42,502 | - | 42,502 | 20,581 | - | 20,581 |
| | <u>42,502</u> | <u>179,469</u> | <u>221,971</u> | <u>147,331</u> | <u>72,585</u> | <u>219,916</u> |

The charity received government grants during the year from Bristol City Council and the NHS totalling £179,469 (2022 £183,381). There are no unfulfilled conditions or contingencies attaching to these grants in 2022-23.

[4] Analysis of expenditure on fundraising

| | 2023 | 2022 |
|---------------------------|------------|-----------|
| Fees to payment platforms | 180 | 96 |
| | <u>180</u> | <u>96</u> |

[5] Analysis of expenditure on charitable activities

| | Total | Total |
|---------------------------|----------------|----------------|
| | 2023 | 2022 |
| | £ | £ |
| <u>Direct costs:</u> | | |
| Salaries (see Note 12) | 138,369 | 128,508 |
| Travel expenses | 2,420 | 695 |
| Project direct costs | 7,585 | 10,280 |
| Volunteer expenses | 80 | 9,970 |
| Advertising and publicity | 9,234 | 605 |
| | <u>157,688</u> | <u>150,058</u> |
| Total Direct Costs | 157,688 | 150,058 |

Bristol Black Carers

Notes to the Accounts (cont.)

Year to 31st March 2023

[5] Analysis of expenditure on charitable activities (continued)

| | Total 2023 | Total 2022 |
|-------------------------------------|----------------|----------------|
| <u>Support costs:</u> | £ | £ |
| Salaries (see Note 12) | 5,500 | 4,750 |
| Premises costs | 24,444 | 19,015 |
| IT costs | 8,589 | 10,201 |
| Post, printing and stationery | 2,595 | 2,248 |
| Telephone | 631 | - |
| Insurance | 1,071 | 998 |
| Accountancy | 2,831 | 1,766 |
| Fee for Independent Examination | 392 | 336 |
| Small equipment and repairs | 908 | 7,459 |
| Legal and professional fees | 5,784 | 348 |
| Bank charges | 128 | 134 |
| Membership | 717 | 378 |
| Sundry expenses | 324 | - |
| Total Support Costs | 53,913 | 47,633 |
| Total Charitable Expenditure | 211,601 | 197,691 |

As the charity only undertook one area of activity, support costs have not been apportioned.

[6] Other expenditure

| | 2023 | 2022 |
|--------------------|---------------|----------|
| | £ | £ |
| Bad debt provision | 11,482 | - |
| | 11,482 | - |

[7] Tangible Fixed Assets

| | |
|-----------------------------|----------------|
| | Equipment £ |
| <u>Cost</u> | |
| Opening balance | 12,808 |
| Additions | - |
| | 12,808 |
| <u>Depreciation</u> | |
| Opening balance | 12,808 |
| Charge for the year | - |
| | 12,808 |
| Net Book Value at 31/03/23: | - |
| Net Book Value at 31/03/22: | - |

[8] Debtors and prepayments

| | 2023 | 2022 |
|---------------|---------------|---------------|
| | £ | £ |
| Prepayments | 766 | 701 |
| Other debtors | 17,431 | 22,000 |
| | 18,197 | 22,701 |

[9] Creditors and accruals

| | 2023 | 2022 |
|-------------------------------|---------------|---------------|
| | £ | £ |
| Amounts due within 12 months: | | |
| Accruals | 1,500 | 500 |
| Trade creditors | 1,067 | - |
| PAYE & National Insurance | 16,795 | 36,188 |
| Pensions | 1,012 | 810 |
| Prepaid income | 8,225 | - |
| Bad debt provision | 11,482 | - |
| | 40,081 | 37,498 |

Bristol Black Carers
Notes to the Accounts (cont.)
Year to 31st March 2023

| [10] <u>Movements in funds</u> | Balance at 31/03/2022 | Income | Expenditure | Transfers between funds | Balance at 31/03/2023 |
|----------------------------------|--------------------------|----------------|------------------|-------------------------------|--------------------------|
| <u>Restricted Funds:</u> | £ | £ | £ | £ | £ |
| Bristol City Council | 15,146 | 60,585 | (60,585) | - | 15,146 |
| NHS BAME dementia support | - | 118,884 | (99,070) | - | 19,814 |
| Total Restricted Funds: | 15,146 | 179,469 | (159,655) | - | 34,960 |
| <u>General Funds</u> | 55,967 | 52,265 | (63,608) | - | 44,623 |
| Total Unrestricted Funds: | 55,967 | 52,265 | (63,608) | - | 44,623 |
| Total Funds: | 71,113 | 231,734 | (223,263) | - | 79,583 |

Purposes of restricted funds:

The Bristol City Council funding is to provide advice and information to BAME carers and support their wellbeing.
The NHS funding is to reduce the health inequalities gap within dementia services through supporting early diagnosis
and increasing access to service provision for those living with dementia and their carers from BAME communities.

| <u>Movements in funds 2021-22</u> | Balance at 31/03/2021 | Income | Expenditure | Transfers between funds | Balance at 31/03/2022 |
|-----------------------------------|--------------------------|----------------|------------------|-------------------------------|--------------------------|
| <u>Restricted Funds:</u> | £ | £ | £ | £ | £ |
| Bristol City Council | 12,000 | 72,585 | (69,439) | - | 15,146 |
| Total Restricted Funds: | 12,000 | 72,585 | (69,439) | - | 15,146 |
| <u>General Funds</u> | 35,184 | 149,130 | (128,348) | - | 55,967 |
| Total Unrestricted Funds: | 35,184 | 149,130 | (128,348) | - | 55,967 |
| Total Funds: | 47,184 | 221,715 | (197,787) | - | 71,113 |

[11] Payments to trustees and related party transactions

The trustees received no remuneration or expenses payments during the year (2022 nil).
There were no other related party transactions during the year.

| [12] <u>Staff costs</u> | 2023 | 2022 |
|--------------------------------|----------------|----------------|
| | £ | £ |
| Wages and salaries | 132,505 | 122,641 |
| Employer's National Insurance | 7,399 | 6,888 |
| Employer pension contributions | 3,964 | 3,531 |
| | 143,869 | 133,059 |

The average number of staff employed during the year was 5 (2022: 4) and the average full time equivalent number of posts was 4 (2022: 3). No employee earned over £60,000 per annum during the year.
The key management personnel of the charity are the trustees and the Chief Executive Officer. The total employee benefits paid to the key management personnel during the year was £41,200 (2022 £41,196).

Bristol Black Carers
Notes to the Accounts (cont.)
Year to 31st March 2023

[13] Statement of Financial Activities 2021-22

| | Unrestricted funds 2022 £ | Restricted funds 2022 £ | Total funds 2022 £ |
|------------------------------------|------------------------------------|----------------------------------|-----------------------------|
| Income | | | |
| Donations | 1,799 | - | 1,799 |
| Charitable activities | 147,331 | 72,585 | 219,916 |
| Total Income | 149,130 | 72,585 | 221,715 |
| Expenditure | | | |
| Fundraising | 96 | - | 96 |
| Charitable activities | 128,252 | 69,439 | 197,691 |
| Total Expenditure | 128,348 | 69,439 | 197,787 |
| Net Income / (Expenditure) | 20,782 | 3,146 | 23,929 |
| Transfers between funds | - | - | - |
| Net Movement in Funds | 20,782 | 3,146 | 23,929 |
| Total funds brought forward | 35,184 | 12,000 | 47,184 |
| Total funds carried forward | 55,966 | 15,146 | 71,113 |

*Thank You to
Staff, Trustees,
Funders & Partners
and our
Service Users, whom
we are here to serve.*

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