

Caring for Carers since 2001



Trustees' Annual Report & Accounts

For the 14 months ended

February 28th 2021



Registered with
**FUNDRAISING
REGULATOR**



All of the banner quotes are genuine quotes received from clients during 2020

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Thank you, this has made my week!

Charity Information

Patron	Miss Joanna Lumley OBE, FRGS
Current Trustees (at 28 th February 2021)	Hon. Alderman Alex Bentley - Honorary Chair Miss Valerie England - Honorary Co-Treasurer Miss Rosemary England - Honorary Co-Treasurer Mr Ashley Free Miss Caroline Watson
Charity Number	1086598
Address	Highfield Barn Lewdown Okehampton Devon EX20 4DS help@respiteassociation.org
Independent Examiner	Mr Martin Cronin MAAT FCIE MICB Bowhill Bookkeeping Services 172 Newman Road Exeter Devon EX4 1PQ
Bankers (Main)	CAF Bank Ltd 25 Kings Hill West Malling Kent ME19 4JQ
Bankers (Reserve Account)	CAF Bank Ltd 25 Kings Hill West Malling Kent ME19 4JQ
Bankers (Regular Payments Account)	NatWest Bank Plc 10 Market Place Boston Lincolnshire PE21 6EJ

It gave me a much needed boost of hope & brought tears to my eyes knowing I was being thought of.
Thank you sooooo much

Trustees' report for the 14 months ended February 28th 2021

Trustees

The Trustees who served during the period 1st January 2020 to 28th February 2021 were as follows:

Hon. Alderman Alex Bentley - Honorary Chair
Mr Barry Andrew - Honorary Treasurer (Retired 19th November 2020)
Mrs Katherine Turner - Honorary Secretary (Resigned 30th April 2020)
Miss Valerie England - Honorary Co-Treasurer (elected 1st April 2020)
Miss Rosemary England - Honorary Co-Treasurer (elected 1st April 2020)
Mrs Anouska Zanellotti (Resigned 1st May 2020)
Mr Ashley Free
Miss Caroline Watson

The Charity is governed by an executive committee of between 4 and 9 members. The power of appointing new trustees is vested in the surviving or continuing trustees.

Investment Powers

The constitution authorises the trustees to make and hold investments using the general funds of the charity, but no such investments are presently held.

Structure, governance and management

The charity is established as an unincorporated association by written constitution dated 22nd January 2000. Its objects are:

The relief of sickness and poverty of elderly, disabled, sick or infirm persons, and their Carers within the United Kingdom, by offering assistance to enable those in need to secure respite care. The policy of the charity continues to be to seek additional finance and support to run the charity for the benefit of current and future beneficiaries. Throughout the year the trustees delegate the day to day responsibility for managing the charity to the administrator/chief executive Mr John Turner MBE.

The charity was registered with the charity commission on May 16th 2001.

Objectives and Summary of activities in their support

As described in our Governing Document the objectives of the Charity remain as above. In support of these objectives our main activities during this reporting/accounting period have continued to involve us enabling Carers to obtain alternative care, either in the home or via residential provision, for the person or persons (almost always a close family member) for whom they normally provide assistance so that they may take a much-needed break to recharge their batteries. We continue to work closely with a number of other charities, and with statutory authorities, whilst ensuring that our help is in addition to their funding not a replacement.

Really cheered us up.. such a lovely gesture and so thoughtful during these difficult times

Recruitment and training of Trustees

Trustees are encouraged to take part in and attend appropriate external training courses as are staff. Recruitment of Trustees is open to any suitable individual regardless of race, religion or gender. New Trustees will be required to take part in an induction course organised by the Chair of Trustees and will be issued with a copy of the Charity Commission's 'The Essential Trustee Guide'.

Achievements and performance

This year saw the charity achieving its objectives in several ways, key amongst which were:

- ✓ Our Carers' support line remained open throughout the pandemic and the various lockdowns and tiers, in addition to our normal support services. We found having a friendly, helpful voice on the telephone made a world of difference to some very stressed and isolated carers.
- ✓ In recognition of the closure of many day centres during the pandemic, we partnered with the Aiming Higher charity based in Lancashire to provide 125 Carers of children with a range of disabilities with activity packs to help them through the lockdowns.
- ✓ We have worked to provide support throughout the Covid 19 pandemic and the lockdowns for the many unpaid Carers who come to us, often at breaking point, from around the Country desperately seeking a much-needed break from their daily caring role. The breaks enabled many of the Carers to maintain some level of normality in their lives, as it is all too easy for them to become socially isolated. In the main, cases involved three distinct groups of unpaid Carers:
 - a) Elderly wives or husbands caring for a spouse with some form of Dementia or other debilitating condition. While social isolation affects most types of carers, it is particularly common amongst this group as their visitors generally become rarer due to embarrassment.
 - b) Adult children caring for an elderly parent who has, in many cases, moved into their home to be cared for.
 - c) Parents of a long-term sick or disabled child. In these instances it is often the case that other children in the family miss out and the parents want to spend a little quality time with them.
- ✓ Given the challenges of Covid-19, 2020 was our busiest year since we were formed in 2001, with an increase in applications of 73% over the previous year. Many Carers could not utilise the grant they were awarded until after the lockdown(s) had ended, but they reported that having the grant available gave them something to look forward to and helped them to continue to care.
- ✓ We continued to operate our smaller scheme in which we are able to provide suitable unpaid Carers with a Carers' break in one of our two static Caravans, based at Blackpool and Skegness. Although, this activity was severely curtailed due to lockdown restrictions. Both caravans were fully booked for 2020 pre pandemic, but we only managed to fit in 15 weeks of breaks between lockdowns. These caravan breaks are an important part of our work as they allow us to provide respite breaks to Carers who might not otherwise be able to access our core grants offering.
- ✓ Over previous years we have supported families to send their disabled children and young adults to summer camps, thus giving the family a break as well as giving the youngsters themselves a significant life experience. In 2020 these camps had to be delivered differently, as day camps, but the feedback continued to show the importance of the camps in the changing and challenging times of Covid.

Thank you so very much for awarding your support for my son. The day camp has truly been a lifesaver
We really appreciate the kind and generous work your charity does.

- ✓ We have continued our working partnership with a charity supporting families in the Jewish community in London. They work with those suffering significant deprivation and who often have literacy issues, which makes accessing services like ours difficult. Whilst our core activities remain unchanged, and the bulk of our applications are directly from individuals, the trustees are excited to be able to be proactive and to add value to our services whilst not totally over stretching our resources both in staff time and cost.
- ✓ We partnered with Devon Carers this year to provide a Carers' break helpline for their clients. Unfortunately, this experimental short term project was also severely curtailed due to the pandemic. We hope to see this repeated once the pandemic is over.
- ✓ Thanks to some significant donations for specific locations we have been able to increase our activities in Wales, London and on Merseyside, working in partnership with organisations such as Sefton Carers and Swansea Carers.
- ✓ Perhaps the most significant action taken during this extended financial year was to change the legal status of the Charity. With the support of Big Issue Invest, we became a Charitable Incorporated Organisation (CIO) in January 2021 and the majority of the old unincorporated Charity's assets were transferred over to the new Charity at the end of February 2021 (hence the extended date of this accounting period over the usual period of 12 months).
- ✓ We remain incredibly grateful to our Patron, Miss Joanna Lumley, for her amazing support and generosity of spirit. This year, in recognition of the increased need for our support from within the Carer community due to the pandemic and the challenges of fundraising during lockdowns, Joanna wrote to over 300 companies to ask them if they would consider us for some support to enable us to continue and expand our vital work.



Planned actions for 2021

At the time of writing this report we, like every other Charity across the UK, are still facing an unprecedented challenge in the face of Covid-19. Whilst the first part of 2020 saw our income plummet, increased fundraising effort, and the generosity of our donors both corporate and charitable trust, saw our income return to a good level by the end of the year. During the early months of 2021 we have seen the same increased level of interest in our support services. Technically, of course, this will be the last Trustees' Report and Annual Accounts under this Charity number due to our legal change of status to a CIO. However, nothing has really changed in terms of our objectives to continue to support unpaid Carers. The level of need remains extremely high and we go forward determined to continue to provide as many of our services as we can to Carers who, frequently, have nowhere else to turn.

Thank you again, and may you all be blessed with health and happiness.

Key actions under the new CIO status will be:

- ★ To continue to provide respite support to Carers throughout England, Wales and Scotland and to identify areas not fully represented with a view to raising our profile in order to reach those most in need.
- ★ To focus on raising funds for those living in areas for which we have little or no specified income, specifically Scotland and the North East of England.
- ★ To continue to work with partner organisations and to develop new and innovative ways of supporting Carers in these extraordinary times.
- ★ To continue to move our application processes online to enable easier access for Carers, whilst maintaining offline processes for the few who do not have access to the internet.
- ★ To purchase a bricks and mortar holiday cottage to ensure we can provide carers breaks for the foreseeable future and potentially to purchase a further caravan after our existing caravans came to the end of their useful lives at the end of the 2020 season.
- ★ To reconvene our Carers' Retreat (cancelled in 2020 due to lockdown) whereby a group of Carers can spend a week at a house on the Kent coast, which has been very kindly donated for this purpose. This will allow Carers space away from their caring duties and the opportunity to meet with others in the same position as a means of peer support.

Statement of Public Benefit

The Trustees of the Respite Association have complied with their duty to have due regard for the Charity Commission's public benefit guidance. The work of the Respite Association benefits significant numbers of unpaid Carers, these being persons who are caring for someone who is terminally ill, long-term sick or physically or mentally disabled. The Charity helps unpaid Carers without any bias regarding gender, age, religion or ethnicity.

The support provided benefits not only the Carer but frequently their whole family. Many Carers of young disabled/sick children have other children who are unintentionally given less attention than these parents would themselves prefer due to the needs of the other child. Our Respite Care breaks allow the parents to spend quality time with such children. The provision of a Respite Break for a Carer also has a beneficial effect for the person who they usually care for who may otherwise become distressed at the degree of stress (physical and mental) the Carer may be suffering.

Beneficiary quotes have been utilised throughout this report and a feedback (kind words) page is also provided on page 10 by way of demonstration of the public benefit and individual impact of our work.

PLEASE NOTE:

It is not the policy of the Charity to publish the names of any private individuals who may have donated during the year, however we do wish to express our sincerest thanks to them for their support.

We are so grateful to the Respite Association for the award of this grant
I already know that it will make such a difference.

DONATIONS RECEIVED DURING THE 14 MONTHS ENDING FEBRUARY 28th 2021

Our sincere thanks go to the following organisations for their much appreciated financial support during 2020/21. We also send our thanks to those organisations that asked not to be named publicly.

Abbfest	The Carriejo Charitable Trust
Andor Charitable Trust	The Charles Wolfson Charitable Trust
Astor of Hever Trust	The Dorcas Trust
Barnard Kenneth Hufton Charity	The E. Alec Colman Charitable Fund Limited
Barratt Developments Plc	The Edgar Lee Foundation
Bartlett Taylor Charitable Trust	The Eva Reckitt Trust Fund
Bellway Homes Ltd	The Family Rich Charities Trust
Bicker United Charity	The Fitton Trust
Big Issue Invest	The Florence Turner Trust
Blakemore Foundation	The Forest Hill Charitable Trust
British Humane Association	The Helen Rice Foundation
De La Ru Charitable Trust	The Hudson Charitable Trust
DM Charitable Trust	The John & Ruth Howard Charitable Trust
Edward Vinson 1957 Charity Settlement	The Kingsgrove Trust
Eleanor Hamilton Educational Trust	The L&R Gilley Charitable Trust
Elizabeth Rathbone Charitable Trust	The Maud Elkington Charitable
Gale Family Charity Trust	The Moore Trust
Great Portland Estates - GPE Community Fund	The Mrs Yvonne Flux Charitable Trust
Harford Charitable Trust	The Oakdale Trust
Ladbroke's Coral Trust	The Pat Newman Memorial Trust
Marsh Christian Trust	The Pennycress Trust
Marshall & Viggars Charitable Trust	The Phillips and Rubens Charitable Trust
Matthews Wrightson Charitable Trust	The Phillips Family Charitable Trust
Medicash Foundation	The Reuben Foundation
Melton Mowbray Blding Soc Charitable Foundation	The Robert Gavron Charitable Trust
Miss Pannett Charitable Trust	The Robert McAlpine Foundation
Murphy-Neumann Charity Company Ltd	The Rothley Trust
Olive Woolf Holiday Trust Fund	The Sir James Roll Charitable Trust
Percy Lea Charitable Trust	The Spear Charitable Trust
Prudential Plc Small Donations Fund	The Talric Charitable Trust
R S Brownless Charitable Trust	The Thomas Sivewright Catto Charitable Settlement
Robert Orpwood Blott Settlement	The Vandervell Foundation
Rotary Club of South Holland	The W O Street Charitable Foundation
S C and M E Morland's Charitable Trust	The Worshipful Company of Gold and Silver Wyre Drawers
Santa Barbara Heights Charitable Trust	Thoresby Charitable Trust
Sir John and Lady Amory's Charitable Trust	W G Edwards Charitable Foundation
Sir Robert Gooch Charitable Trust	Waterloo Foundation
Thales Charitable Trust	William Arthur Rudd Memorial Trust
The Albert Hunt Trust	
The Arthur Stevens Charitable Trust	
The Bergne-Coupland Charity	



Kind Words

Extracts from genuine letters and emails received.

Thank you John, that is absolutely fantastic, and really appreciated. It has made me feel really emotional knowing there is some support.

We are all incredibly grateful. The world turned so quickly and our dear parents got caught up in it. You have really been so kind and supportive, many thanks

The family are overwhelmingly grateful for the support you have provided them. As you are aware they have many challenges as a family and this support will give them some peace of mind in the coming months.

***** is actually looking forward to the childcare Club, some socialising with others which he has been unable to do for some time and being able to play outside and enjoy because even the outside Parks were chained and locked so to give all this to ***** he will definitely be delighted to have. As for me an extra 40 winks sleep would be good, since lockdown ***** has been so unsettled and has been restless throughout many nights and it's took strength and will-power to get through those nights and a full day entertaining and teaching. It would be nice to spend time with my eldest as it has had such an impact on him, he has missed so much important education for his GCSEs next year, was unable to do work experience and was given little to do at home, I feel next year will be his biggest challenge when it comes to his exams, I only hope I've done enough to support him too at home with him revising.

My Family and Myself cannot Thank You All Enough.

Thank you so much, just the thought of someone being out there to support me and recognise the importance of our role as carer's has cheered me up no end. I feel like I have a spring in my step today.

I am speechless!! I am so so grateful to you.

This is absolutely incredible news and I couldn't personally thank you enough if I tried

*We can't thank you enough, it will mean the world to the girls and give ***** a little bit of freedom for herself. You really have gone above and beyond and we are truly grateful.*

In the aftermath of losing Mum, and now Dad two years later, it is such a comfort to know that organisations like yours exist, as certainly there were some very dark times for Dad during his caring role and with his advanced age he was pushed to his limits.

We don't have the words to possibly thank you enough!!!

Risk Assessment

The Board receives a report from the Administrator each year addressing any perceived risk. Due to the Covid-19 pandemic an interim report specifically focussing on the risks associated with Covid-19 and potential impact on the Charity was produced and approved in April 2020. This report identified a significant risk if either or both members of staff became incapacitated or died as a result of the pandemic. Actions were put in place to mitigate this risk including staff undertaking training in each other's role and identification of an alternative administrator (Sir Preston Keeling, the former CEO/administrator), who agreed to step in to keep the Charity running if required. An additional report for 2020-21 was presented to the Trustees in December 2020 and approved by them. The report did not identify any serious risks to the charity either financial or physical, save for the ongoing challenges of Covid-19 as noted above.

Investment Policy

The Charity has identified that, in line with Charity Commission guidelines, 6 months' running costs should be held in reserve. At the present time this equates to £50,000 which is currently held in a CAF Bank Gold interest bearing account, although the interest rate for this is poor and investigations will be made to identify if there is a more suitable option available with higher interest.

Financial Review & Reserves Policy

The charity made a cash surplus of £102,618 in the 14 month period prior to the transfer of funds to the CIO (Year to 31st Dec 2019 - surplus £32,319). Total cash receipts increased by 62% compared to the previous year with significant increases in grants/donations from Trusts/Corporate donors, including a donation of £35,000 towards a new holiday facility. We also received sizeable grants restricted to specific locations. For example, £10,000 each to London and Wales and £7,500 for Merseyside. At the year-end, cash funds totalled £320,164 of which £136,475 was held in restricted funds as detailed in the note on page 16. £319,833 cash funds were transferred to the CIO at the end of the reporting period leaving a balance of £331 cash funds in the unincorporated association.

The policy of the Trustees is to hold adequate Reserves to provide a safety net should a sudden drop in income occur. This year's annual review of the Reserves Policy took place on December 6th 2020 and it was agreed that we should place £104,000 in reserve. This figure includes £50,000 for 6 months' running costs (based on the previous three years' actual figures) and £54,000 towards the purchase of a bricks and mortar holiday facility. Actual reserves, transferred to the CIO at the end of the period were £183,358. In addition, the charity had liabilities of £35,908 at the end of the period including £34,708 of grants committed to carers. They also held in other monetary assets an employment allowance rebate of £2,818. The liabilities, other monetary assets and an estimated value of equipment held in fixed assets totalling £2,066 were all transferred to the CIO at the end of the period.

The trustees appreciate that current reserves held and transferred to the CIO exceed their reserves policy. However, they are mindful that due to the Covid 19 pandemic, future income is uncertain but that the charity services will almost certainly need to expand and therefore having an additional financial buffer is deemed prudent at this time.

Thankyou so so much you put a smile on our faces through this stressful time.

Fundraising Policy

During the extended financial year covered by this report the Charity did not engage in any fundraising that involved mailing, telephoning or directly approaching individual members of the public for monies in any way. The Charity's formal Fundraising Policies, along with all other policies, were reviewed by the Trustee Board in December 2020.

- | | |
|---------------------------------------|-------------------------------------|
| ◆ Disciplinary Code | ◆ Volunteer policy |
| ◆ Conflict of Interest Policy | ◆ Safeguarding policy |
| ◆ Grievance Procedure/Policy | ◆ Fundraising Charter |
| ◆ General complaints | ◆ Data Protection Policy |
| ◆ Fundraising Complaints | ◆ Trustee and Staff Expenses Policy |
| ◆ Grant making & respite break policy | ◆ Financial Controls |

Serious Incidents

There were no serious incidents to report during the period covered by this Trustees' Report.

Approval

The Trustees approved this report on 26th November 2021 and it is signed on their behalf by:



Hon. Alderman Alex Bentley
Trustee & Hon. Chairman

The Respite Association

Receipts and Payments accounts for the extended financial period January 1st 2020 to February 28th 2021

	Notes	2020-21 Unrestricted	2020-21 Restricted	2020-21 Total	2019 Total
<u>RECEIPTS</u>					
Trusts and Corporate Donors		83,720	99,375	183,095	109,480
National Lottery		-	-	-	5,500
Donations from individuals		4,002	-	4,002	8,890
Gift Aid tax refunds		429	-	429	-
Bank interest		60	-	60	96
CJRS furlough grants (Covid-19)		3,375	-	3,375	-
Sale of fixed assets	1	-	10,970	10,970	-
Event sponsorship		-	-	-	1,069
TOTAL RECEIPTS		91,586	110,345	201,931	125,035
<u>PAYMENTS</u>					
Direct charitable expenditure					
Charitable support costs	2	54,221	27,323	81,544	77,221
Other expenditure					
Training and travel costs		-	1,147	1,147	1,593
Equipment		2,253	-	2,253	3,530
Fundraising		7,414	-	7,414	6,192
Subscriptions (Fundraising Regulator etc)		167	-	167	443
Utilities and rent	3	1,953	-	1,953	1,956
Legal fees (Change to CIO status)		-	1,920	1,920	-
Governance	4	2,915	-	2,915	1,781
TOTAL PAYMENTS		68,923	30,390	99,313	92,716
Net receipts/ (Payments)		22,663	79,955	102,618	32,319
Transfers between funds	5	3,320	(3,320)	-	-
Cash funds brought forward (1/1/2020)		157,706	59,840	217,546	185,227
Transfer to CIO (charity number 1193232)		(183,358)	(136,475)	(319,833)	-
Cash funds carried forward (28/2/2021)		331	-	331	217,546

The Respite Association
Statement of assets and liabilities as at February 28th 2021

	28 th February 2021	31 st December 2019
<u>CASH FUNDS</u>		
CAF Current Account	-	142,080
CAF Gold account (reserves)	-	75,027
NatWest (regular donors account)	331	439
	<u>331</u>	<u>217,546</u>
<u>TOTAL CASH FUNDS</u>		
Represented by funds:		
Unrestricted funds (The general fund)	331	82,706
Designated funds (reserves)	-	75,000
Restricted funds (specified location and item grants)	-	59,840
	<u>331</u>	<u>217,546</u>
<u>TOTAL FUNDS</u>		
	<u>331</u>	<u>217,546</u>
<u>FIXED ASSETS FOR CHARITY USE</u>		
Holiday caravans	-	6,120
Equipment	-	2,553
	<u>-</u>	<u>8,673</u>
<u>TOTAL FIXED ASSETS FOR CHARITY USE</u>		
	<u>-</u>	<u>8,673</u>
<u>OTHER MONETARY ASSETS</u>		
HMRC: Gift Aid & Employment Allowance Rebate	-	375
	<u>-</u>	<u>375</u>
<u>TOTAL OTHER MONETARY ASSETS</u>		
	<u>-</u>	<u>375</u>
<u>LIABILITIES</u>		
Grant commitments to Carers	-	(28,656)
Independent examiner's fee	-	(800)
	<u>-</u>	<u>(29,456)</u>
<u>TOTAL LIABILITIES</u>		
	<u>-</u>	<u>(29,456)</u>

The Trustees approved these accounts on 26th November 2021 and they are signed on their behalf by:



Hon. Alderman Alex Bentley
Trustee & Hon. Chairman

Charities like yours have never been more needed by Carers than they are at the present time.

The Respite Association

Notes to the accounts for the extended financial period ending February 28th 2021

Note 1:

We sold our two caravans (one in Blackpool and one in Skegness) at the end of the 2020 holiday season as they were coming to the end of their useful lives. We were very pleased to generate £10,970 from the sale of these two caravans and their contents. The income from the sale of these two caravans has been restricted for the purchase of replacement holiday provision later in 2021.

Note 2:

Charitable support costs appear to have only increased marginally on 2019 (£81,544 against £77,221). However, given the restrictions of Covid-19 whereby alternative care provision was difficult to engage during most of 2020, it is also important to consider grants awarded but not yet paid at the year end (see page 14). This allows for a fuller and more accurate picture of our Charitable support cost activity during the period under review:

	Charitable Support Costs	Grants carried forward	Total
2019	£77,221	£28,656	£105,577
2020	£81,544	£34,708	£116,252

This is an increase of 10% year on year.

Note 3:

Rent relates to the cost of a small storage unit as The Respite Association does not (by choice) have a formal office space, with the two part time staff members working from home. This cost saving measure has proved a very wise choice as, while similar Charity employers experienced significant disruption associated with moving their staff to 'working from home' status during the Covid-19 pandemic, The Respite Association already had this system in place. This enabled us to keep providing our services to Carers, without interruption, at a time when they needed us the most. Our staff will continue to work from home for the foreseeable future.

Note 4:

Governance costs are those costs that enable the proper legal running and oversight of the Charity. These include a proportion of staff and administrative costs allocated to Trustee meetings, the cost of holding a bank account with the Charities Aid Foundation, insurance costs and the cost of the independent examination of the accounts.

Note 5:

The caravan respite break costs are paid for from the general unrestricted funds. Transfers between funds at year end related to the cost of caravan breaks for Carers residing in areas supported by trusts who wished to restrict their grant making to beneficiaries from specific geographical locations. Transfers were done at year end to ensure that we had an accurate figure for the cost of each caravan per week provided.

Accounting Policies and Basis of preparation of accounts

The Charity's Trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (The Charities Act) and that an independent examination is needed. The accounts are prepared on a Receipts and Payments Basis and comply with the Charities Act 2011.

we'd like to thank you for your service, when i spoke to you, you were so caring and understanding and it meant so much.

Income

Income and donations are accounted for as received. No permanent endowments have been received in the period.

Value Added Tax

Value added tax is not recoverable by the Charity, and as such is included in the relevant costs in the Accounts.

Non-Monetary Assets

The Charity owns a desktop computer, two printers and two laptops together with some additional office equipment. All non-monetary assets and liabilities were calculated as estimates at the period end. All non-monetary assets were transferred to the CIO on 26th February 2021, along with the majority of the cash assets.

Related Parties

Mrs Katherine Turner is related to Mr John Turner, MBE. Mrs Turner resigned her Trustee position in April 2020 as intended as she had only agreed to remain in place as a long standing Trustee while new Trustee Board members settled into their role. During this four month period, as previously, Mrs Turner absented herself from any decision making in relation to employment matters.

Trustees' Remuneration and Expenses

During the period no Trustee received any remuneration for the time they gave to the Charity. No Trustee claimed nor was paid any expenses in relation to their duties, during the period under review or in the year to the 31st December 2019. The Trustees' insurance included Trustee indemnity insurance.

Restricted Income

Restricted Income is income that is to be strictly used (at the donor's request) for the benefit of Carers who reside within specific geographical locations or sometimes in cases involving people within certain age categories e.g. elderly persons or children. Occasionally donors may sponsor a piece of equipment, part of the cost of our carers break facilities and their running costs or perhaps the printing of one of our information leaflets. In all such cases the monies are used solely for the purpose(s) the donor has specified

Charitable Support costs breakdown

	2020 - 21	2019
Employee costs	37,688	32,362
Direct respite care provision	41,903	42,846
Utilities	544	549
Postage & stationery	1,409	1,464
	81,544	77,221

Employee Costs

Total staff costs (we received £3,375 furlough pay towards this cost)	42,827	36,775
Staff in 2020/21 (1 x 24 hours, 1 x 14 hours, 1 x 2 hours/week*).	3 p/t	2 p/t

*There was some crossover at the end of 2020 when this increased to 1 x 24 hours and 2 x 14 hours to allow for staff handovers following the retirement of Mrs Eilene Keeling as Holidays Manager.

Please pass on our thanks to the Respite Association and tell them that their generosity is invaluable to families with SEN children

Post Balance Sheet Events/Going Concern

As previously noted, The Respite Association changed its legal status to that of a CIO in January 2021 and the majority of the unincorporated Charity's assets were transferred to the new CIO (registered Charity number 1193232) on 26th February 2021. The unincorporated Charity will remain open on the Charity Commission's register to allow for any future donations and legacies that may be made under the old Charity Commission number. A bank account has also been left in the old Charity's name for this same purpose, with a legal transfer of assets document allowing for regular transfers of any monies received in the old Charity's name/number to the new CIO. Anyone who wishes to follow the work of The Respite Association (CIO) should now refer to the new Charity Commission Registration number of 1193232. As the financial year structure of The Respite Association (CIO) will remain the same (January to December each year), the first set of accounts covering the period March to December 2021 (which is a partial financial year to allow for this extended one) will be lodged with the Charity Commission by end October 2022.

The last words in this year's Trustees' annual report and accounts go to one of our clients...

We are so grateful for the support you gave us for Camp as this is our 1st opportunity for real respite since our daughter was born 4 and a half years ago.

We are enjoying spending time with our other children who need our time and attention and even a few minutes for us to be alone as a couple too. We are greatly enjoying this break and we are so thankful to you for enabling it to happen! May you be blessed with all you need to continue to help others, making a difference by helping to make this world a better place!

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE RESPITE ASSOCIATION**

I report to the Trustees on my examination of the accounts of The Respite Association for the period ended 28th February 2021 which are set out on pages 13 to 17.

Responsibilities and basis of report

As the Charity Trustees of the Association, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

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

Independent examiner's statement

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:

1. accounting records were not kept in respect of the Association as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.

Mr M Cronin MAAT FCIE MICB
Bowhill Bookkeeping Services
172 Newman Road
Exeter
EX4 1PQ

Martin Cronin

Date *30th November*
2021