

# **Trustees Annual Report**

**2022/23**

## **REPORT OF THE TRUSTEES:**

The Trustees have examined the major strategic, business and operational risks to which Cartref may be exposed. Through the office of Cartref, adequate systems are in place to manage potential risks as the Trustees have identified. The Trustees continue to be vigilant and keep all processes under review including investment strategy and monitoring financial performance.

In the year under review, the Trustees responsibly sought advice from professionals including Asbri Planning Consultants, Dolmans Solicitors, Hugh James Solicitors, Grant Thornton Accountants, Savills and Refreshing Law Limited. Professional reports were provided following instruction from Trustees. The Trustees continued to meet regularly with the Chief Executive Officer, in order to discuss operational matters, the impact of Covid-19 and regulatory changes and decisions. Trustees met with staff in March 2023 as necessary.

Trustees carefully considered the current investments were suitable for Cartref and met its investment objectives. Further consideration will be given to investments moving forward upon which expert professional advice will be sought. Trustees continued to review the current investments at appropriate intervals.

### **Related Party Transactions:**

No Trustees were paid during 2022/2023 and there were no related party transactions.

### **Activities:**

Following pandemic restrictions, Co-ordinators and Trustees recognised the need to plan and provide a diverse range of activities for all residents. Trustees shared ideas with activities staff which led to Wynne James and Fenella Bowden collaborating in order to provide a schedule of activities focused on maintaining the mental and physical health and wellbeing of residents.

Local community connections were maintained with volunteers visiting both homes to read to residents and engage in activities such as indoor and outdoor craft, raffles and quiz sessions. All monies raised went to the Residents Social Fund.

Residents enjoyed a variety of trips to theatres, shopping excursions and other destinations such as Watermill at Ogmere, Weston-super-Mare, Cowbridge and the

RHS exhibition/show. Roath Park continued to provide a wonderful place for residents to spend time, meeting locals whilst enjoying the rose gardens and wildlife.

Residents engaged with many local people who stopped to chat and find out more about the residents themselves and Cartref. Ministers from Christchurch, Lakeside, visited in addition to visits from Reverend Cathy Gale who visited on the first Wednesday of each month.

Short stories and singing sessions were popular as a result of Susan from Rhydypenau Library engaging so well. Cathedral School Year 9 soloists performed at Lake Road East with the Forget-me-Not choir performing during the latter part of the year. For those preferring quiet time, one-to-one sessions were arranged ensuring nobody felt isolated in any way whatsoever.

Residents were naturally upset to learn of the passing of Her Majesty Queen Elizabeth II and out of respect the state funeral service was screened for those who wished to view.

The Remembrance Day display at Lake Road East was particularly poignant featuring the War Horse, soldiers and delicate poppies. Residents, staff and the general public found this display respectful and subtle. Residents and Trustees reminisced of loved ones who had selflessly served their country.

The festive season was full of joy with choirs visiting and plenty of activities building up to Christmas Day. Spring and Easter planning was a priority for residents who expressed a desire to plan plenty of outdoor activities during the warmer months.

### **Management:**

All staff at both homes should be commended as they helped ensure steps were taken to afford residents the best possible quality of life. Catering staff provided well balanced, nutritious and wholesome meals aligned with choice. Housekeeping and laundry staff ensured the homes were clean, orderly and tidy with residents clothing laundered to an immaculate standard. Care and support staff continued to assist residents in a most appropriate and respectful manner.

The maintenance team worked hard to resolve day to day issues arising within both homes. As in previous years, the upkeep of both homes remained substantial.

Outside seating areas and gardens were well maintained affording fragrant, peaceful areas for residents and their visitors to enjoy.

Carpets were replaced within both homes with a choice of neutral colour so those with disability and/or cognitive impairment could see their environment as clearly as reasonably possible. Previous busy patterns were deemed an obstacle due to many residents finding it difficult to determine a change in floor levels. New televisions were positioned with the use of Amazon Alexa to encourage resident participation. Large clocks were placed throughout the homes which residents found easy to view.

**REPORT OF THE TRUSTEES (CONTINUED) STATEMENT OF TRUSTEES RESPONSIBILITIES:**

Law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the period and of its financial position at the end of the period. In preparing financial statements giving a true and fair view, the Trustees should follow best practice and:

- Select suitable accounting policies and then apply them consistently
  - Observe the methods and principles in the Charities SORP
  - Make judgements and estimates that are reasonable and prudent
  - State whether applicable UK Accounting Standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements
  - 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 that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011.

They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The Trustees' Report has been approved by the Trustees on 14<sup>th</sup> August 2023 and signed on their behalf by:

..... **TRUSTEE and**  
**CHAIRMAN Joel Williams**

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**Charity number: 1113855**  
**Company number: 05626413**

**Cartref Limited**  
**(A company limited by guarantee)**

**Trustees' report and financial statements**  
**for the year ended 31 March 2023**



**Cartref Limited**  
**(A company limited by guarantee)**

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**Cartref Limited**  
**(A company limited by guarantee)**

**Legal and administrative information**

<b>Charity number</b>	1113855	
<b>Trading name</b>	Cartref Care Homes	
<b>Business address</b>	88-90 Lake Road East Cardiff CF23 5NP	85-91 Station Road Cardiff CF14 5UU
<b>Registered office</b>	88-90 Lake Road East Cardiff CF23 5NP	
<b>President</b>	Sir Norman Lloyd Edwards KCYO, GCStJ, RD*, GOMLJ, JP, RNR.	
<b>Trustees</b>	<p>Mr J Williams (Chair of the Board)</p> <p>Mr P D Boobier (Vice Chair of the Board)</p> <p>Mr P Hudson (Treasurer)</p> <p>Mrs E Green  Mr S W L James  Mrs J A Collinge  Mrs J Rogers  Mrs E Reid-Jones  Mrs F Bowden</p>	
<b>CEO</b>	Ms A Ravenscroft	
<b>Management committees</b>	<p>1. The Board</p> <p>The Trustees</p> <p>CEO</p> <p>The Treasurer</p> <p>Mrs J A Rogers</p> <p>Mrs E Reid-Jones</p>	<p>2. Managers</p> <p>CEO</p> <p>Mrs D Jones (Home Manager)</p> <p>Ms R Rogers (Home Manager)</p> <p>Mr G Hill (Hospitality Manager)</p> <p>Mr S Ellis (Buildings Manager)</p> <p>Miss R Bartlett (Finance/Office Manager)</p>
<b>Auditors</b>	<p>Naunton Jones Le Masurier</p> <p>12 York Place</p> <p>Barry</p> <p>CF62 7ED</p>	
<b>Bankers</b>	<p>Barclays Bank plc</p> <p>42 Wellfield Road</p> <p>Cardiff</p> <p>CF24 3YR</p>	
<b>Solicitors</b>	<p>Dolmans Solicitors</p> <p>Capital Tower</p> <p>Greyfriars Road</p> <p>Cardiff</p> <p>CF10 3AG</p>	

**Report of the trustees (incorporating the Directors' report)**  
**for the year ended 31 March 2023**

The trustees present their report and the financial statements for the year ended 31 March 2023. The trustees, who are also directors of Cartref Limited for the purposes of company law and who served during the year and up to the date of this report, are set out on page 1.

**Structure, governance and management**

*Status and governing document*

The organisation is a registered charity and company limited by guarantee, incorporated on 18 November 2005. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed by its Articles of Association. In the event of the company being wound up, members are each required to contribute an amount not exceeding £10 and any remaining assets shall be given or transferred to some other charity or charities having similar objects to Cartref Limited.

*Organisational structure*

The policy to which the charity is run is determined by the trustees. Their duties include taking steps to introduce change where necessary in order to make effective use of the charity's resources.

*Trustee induction and training*

The Board of Trustees comprises of eight trustees and the trustees remain unremunerated and serve Cartref in a voluntary capacity. The Board welcomed the appointment of Peter Hudson as a trustee and Treasurer and this appointment provided a suitable conduit on financial matters between the Board and Senior Management Team. The trustees possess a wealth of experience, knowledge and skills and these skill sets complement each other respectively.

Throughout the period this report relates, trustees met on a regular basis to ensure our responsibilities were discharged conscientiously. All new trustees and board members are given an in-depth briefing on the charity itself and the relevant information and requirements of the Charity Commission in order to ensure that their role and responsibilities are fully understood.

*Risk management*

The trustees have examined the major strategic, business and operational risks to which Cartref may be exposed. Through the office of Cartref, adequate systems are in place to manage potential risks as the Trustees have identified. The trustees continue to be vigilant and keep all processes under review including investment strategy and monitoring financial performance.

**Objectives and activities**

Following pandemic restrictions, co-ordinators and trustees recognised the need to plan and provide a diverse range of activities for all residents. Trustees shared ideas with activities staff which led to Wynne James and Fenella Bowden collaborating in order to provide a schedule of activities focused on maintaining the mental and physical health and wellbeing of residents.

Local community connections were maintained with volunteers visiting both homes to read to residents and engage in activities such as indoor and outdoor craft, raffles and quiz sessions. All monies raised went to the Residents Social Fund.

Residents enjoyed a variety of trips to theatres, shopping excursions and other destinations such as Watermill at Ogmere, Weston-Super-Mare, Cowbridge and RHS exhibition/show. Roath Park continued to provide a wonderful place for residents to spend time, meeting locals whilst enjoying the rose gardens and wildlife.

**Report of the trustees (incorporating the Directors' report)**  
**for the year ended 31 March 2023**

Residents engaged with many local people who stopped to chat and find out more about the residents themselves and Cartref. Ministers from Christchurch, Lakeside, visited in addition to visits from Reverend Cathy Gale who visited on the first Wednesday of each month. Short stories and singing sessions were popular as a result of Susan from Rhydypenau Library engaging so well. Cathedral School Year 9 soloists performed at Lake Road East with the Forget-me-Not choir performing during the latter part of the year. For those preferring quiet time, one-to-one sessions were arranged ensuring nobody felt isolated in any way whatsoever.

Residents were naturally upset to learn of the passing of Her Majesty Queen Elizabeth II and out of respect the state funeral service was screened for those who wished to view. The Remembrance Day display at Lake Road East was particularly poignant featuring the War Horse, soldiers and delicate poppies. Residents, staff and the general public found this display respectful and subtle. Residents and trustees reminisced of loved ones who had selflessly served their country.

The festive season was full of joy with choirs visiting and plenty of activities building up to Christmas Day. Spring and Easter planning was a priority for residents who expressed a desire to plan plenty of outdoor activities during the warmer months.

All staff at both homes should be commended as they helped ensure steps were taken to afford residents the best possible quality of life. Catering staff provided well balanced, nutritious and wholesome meals aligned with choice. Housekeeping and laundry staff ensured the homes were clean, orderly and tidy with residents clothing laundered to an immaculate standard. Care and support staff continued to assist residents in a most appropriate and respectful manner.

The maintenance team worked hard to resolve day to day issues arising within both homes. As in previous years, the upkeep of both homes remained substantial. Carpets were replaced within both homes with a choice of neutral colour so those with disability and/or cognitive impairment could see their environment as clearly as reasonably possible. Previous busy patterns were deemed an obstacle due to many residents finding it difficult to determine a change in floor levels. New televisions were positioned with the use of Amazon Alexa to encourage resident participation. Large clocks were placed throughout the homes which residents found easy to view.

*Public benefit*

The charity contracts with the local authority meeting the requirements necessary to allow residents who are entitled access to, and benefit from, social care funding.

To further avoid exclusion to services by clients in reduced circumstances the charity invites applications for dispensation on the fees. These dispensations are governed and allocated within the limitations of the charity's economic constraints.

The charity aims to ensure that access is available to all without discrimination irrespective of nationality, gender or personal means.

**Achievements and performance**

In the early months to which this report relates, capital projects took place to improve both homes and upgrade facilities, including new carpets at the Lake and decoration works at Station Road. The trustees met with the Buildings Manager to receive an update on capital projects and undertook frequent discovery walks around both homes.

**Report of the trustees (incorporating the Directors' report)**  
**for the year ended 31 March 2023**

As Cartref emerged from the pandemic, the care sector faced and continues to face significant and sustained challenges and the withdrawal of government funding, that provided a lifeline to residential homes, has compounded these challenges. In a Cardiff context, the Council announced their 'Ageing Well' strategy, predicated on keeping potential care home residents in their own homes for longer, with domiciliary care and household adaptations favoured.

Although Cartref marketed itself as a compassionate organisation, providing excellence in service and care for residents, the trustees identified a change in demand from the community, with dampened demand for residential and EMI care provision. The trustees met with Cardiff Council in Autumn 2022 to proactively seek to address these material risks and maintained close contact following this meeting.

The trustees provided comprehensive and measured scrutiny of the Chief Executive and the activities of the organisation. This included consideration of monthly operational accounts and oversight of income and expenditure. The trustees identified a mismatch in the inflow of revenue and the outflow of expenditure and the erosion of reserves presented a material risk to the existence of the organisation.

The trustees commissioned Grant Thornton Accountants to provide specialist tailored advice on the options available to the trustees to responsibly respond to the dampened demand facing Cartref. The trustees felt timely and early advice provided suitable options to best manage these circumstances.

With dampened demand for residential and EMI care provision the trustees explored whether Cartref could provide nursing care to the community and also considered a sale of the organisation by way as a going concern. The trustees identified the layout and age of the care homes as a prohibitive factor in seeking to vary the care provision. Despite best efforts to explore alternative options, the trustees met with staff during March 2023 to announce a statutory consultation on proposals to close both homes and cease operating as a care homes provider. Prior to commencing this consultation suitable advice was sought and provided from employment specialists, Refreshing Law Limited.

Throughout this period, staff continued to show the professionalism and care which has earned Cartref its enviable reputation as one of Wales' best care home providers. As trustees we are sincerely appreciative to the efforts and commitment of our staff. As Chairman, I am most grateful to the trustees for their continued and unwavering support.

In the year under review, the trustees responsibly sought advice from professionals including Asbri Planning Consultants, Dolmans Solicitors, Hugh James Solicitors, Grant Thornton Accountants, Savills and Refreshing Law Limited. Professional reports were provided following instruction from Trustees. The trustees continued to meet regularly with the Chief Executive Officer, in order to discuss operational matters, the impact of Covid-19 and regulatory changes and decisions.

**Report of the trustees (incorporating the directors' report)**  
**for the year ended 31 March 2023**

**Financial review**

*Performance review*

The financial performance of the charity is comprehensively disclosed in the attached financial statements.

*Reserves policy*

It is the policy of the charity that funds not committed or invested in tangible assets should be equivalent to at least two months of resources expended.

*Plans for future periods*

The charity has a fifteen month plan which includes income from investments to be used for grant making purposes in line with its constitution. The trustees shall continue to obtain professional advice whenever necessary and shall not make grants directly to individuals or to fund research. The trustees are exploring an annual small grants programme and shall continue to rely upon professional advice prior to and following grant making. The trustees have called for and await the Margaret Dain interim estate accounts, IHT400 and residue information from the executors.

**Statement as to disclosure of information to auditors**

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

**Statement of trustees' responsibilities**

The trustees (who are also directors of Cartref Limited for the purpose of company law) are responsible for preparing the trustees' annual report and the financial statements in accordance with applicable law and 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards 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 charitable company will continue in operation.

**Cartref Limited (A company limited by guarantee)**  
**Charity No. 1113855 Company No. 05626413**

**Report of the trustees (incorporating the directors' report)**  
**for the year ended 31 March 2023**

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and which enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees have complied with the duty in section 4 of the Charities Act to have due regard to guidance published by the Charity Commission, including public benefit guidance. The trustees have referred to the guidance on public benefit when considering the charity's aims and activities and consider that the charity is providing a service for the benefit of the public.

**Auditors**

Naunton Jones Le Masurier are deemed to be reappointed in accordance with Section 487(2) of the Companies Act 2006.

**Small company provisions**

This report has been prepared in accordance with the special provisions applicable to companies entitled to the small companies exemption.

This report was approved by the board on 6<sup>th</sup> October 2023 and signed on its behalf by

**Mr J Williams**  
**Chairman of the Board of Trustees**

A handwritten signature in black ink, appearing to be 'Mr J Williams', written over a large, loopy, circular flourish.

**Cartref Limited**  
**(A company limited by guarantee)**

**Independent auditor's report to the members of Cartref Limited**

We have audited the financial statements of Cartref Limited for the year ended 31 March 2023, which comprise the statement of financial activities, the balance sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice, including SORP FRS 102 "The Financial Reporting Standard applicable in the UK and Ireland").

This report is made solely to the company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

**Opinion on the financial statements**

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31<sup>st</sup> March 2023 and of its deficit for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been properly prepared in accordance with the requirements of the Companies Act 2006.

**Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

**Conclusions relating to going concern**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

**Other information**

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.



**Cartref Limited**  
**(A company limited by guarantee)**

**Independent auditor's report to the members of Cartref Limited**

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appear to be materially misstated. If we identify such material inconsistencies or apparent misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

**Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' report has been prepared in accordance with applicable legal requirements.

**Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and the returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

**Responsibilities of the trustees**

The trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

**Auditor's responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

**Cartref Limited**  
**(A company limited by guarantee)**

**Independent auditor's report to the members of Cartref Limited**

As part of an audit in accordance with ISAs (UK), we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the internal control.
- evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the committee.
- conclude on the appropriateness of the trustee's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charitable company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charitable company to cease to continue as a going concern.
- evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



**Peter Vivian Knight Chaffey FCCA**  
**Senior Statutory Auditor**  
**Naunton Jones Le Masurier**  
**Chartered Certified Accountants**  
**Registered Auditors**  
**12 York Place**  
**Barry**  
**CF62 7ED**

6/10/23

**Cartref Limited**  
**(A company limited by guarantee)**

**Statement of financial activities (incorporating the income and expenditure account)**

**For the year ended 31 March 2023**

		<b>Unrestricted funds</b>	
		<b>2023</b>	<b>2022</b>
	<b>Notes</b>	<b>Total</b>	<b>Total</b>
		<b>£</b>	<b>£</b>
<b>Incoming resources</b>			
Incoming resources from generating funds:			
Voluntary income	<b>2</b>	357,755	1,974
Activities for generating funds	<b>3</b>	--	--
Investment income	<b>4</b>	6,428	2,733
Incoming resources from charitable activities	<b>5</b>	1,972,744	2,752,079
Other incoming resources	<b>6</b>	<u>91,378</u>	<u>192,050</u>
<b>Total incoming resources</b>		<b><u>2,428,305</u></b>	<b><u>2,948,836</u></b>
<b>Resources expended</b>			
Costs of generating funds:			
Investment management costs	<b>7</b>	2,670	949
Costs of charitable activities	<b>8</b>	3,099,969	2,515,453
Governance costs	<b>9</b>	<u>28,649</u>	<u>7,931</u>
<b>Total resources expended</b>		<b><u>3,131,288</u></b>	<b><u>2,524,333</u></b>
<b>Net income / (outgoing) resources before other recognised gains and losses</b>		<b>(702,983)</b>	<b>424,503</b>
<b>Other recognised gains and losses</b>			
Gains/(losses) on disposal and revaluation of investment assets	<b>10</b>	<u>(10,167)</u>	<u>(1,462)</u>
<b>Net incoming / (outgoing) resources</b>		<b>(713,150)</b>	<b>423,041</b>
Total funds brought forward		<u>2,684,099</u>	<u>2,261,058</u>
<b>Total funds carried forward</b>		<b><u>1,970,949</u></b>	<b><u>2,684,099</u></b>

The notes on pages 10 to 18 form an integral part of these financial statements.

**Cartref Limited**  
(A company limited by guarantee)

**Company number – 05626413**

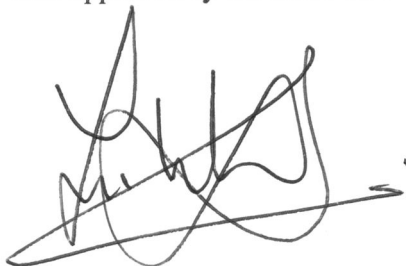
**Balance sheet as at 31 March 2023**

	Notes	2023 <u>£</u>	2023 <u>£</u>	2022 <u>£</u>	2022 <u>£</u>
<b>Fixed assets</b>					
Tangible assets	16		1,809,853		1,825,960
Investments	17		<u>–</u>		<u>184,037</u>
			1,809,853		2,009,997
<b>Current assets</b>					
Debtors	18	184,650		278,903	
Cash at bank and in hand		<u>729,994</u>		<u>693,488</u>	
			914,644		972,391
<b>Creditors: amounts falling due within one year</b>	19	<u>(721,048)</u>		<u>(255,789)</u>	
<b>Net current assets/(liabilities)</b>			193,596		716,602
<b>Creditors: amounts falling due after more than one year</b>	20		<u>(32,500)</u>		<u>(42,500)</u>
<b>Net assets</b>			<u>1,970,949</u>		<u>2,684,099</u>
<b>Funds</b>					
Unrestricted income funds	22		<u>1,970,949</u>		<u>2,684,099</u>
<b>Total funds</b>	23		<u>1,970,949</u>		<u>2,684,099</u>

The financial statements are prepared in accordance with the provisions applicable to companies subject to the small companies' regime and in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

The financial statements were approved by the board on 6<sup>th</sup> October 2023 and signed on its behalf by

**Mr J Williams**  
**Director**



**The notes on pages 10 to 18 form an integral part of these financial statements.**

**Cartref Limited**  
**(A company limited by guarantee)**

**Notes to financial statements**

**For the year ended 31 March 2023**

**1. Accounting policies**

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and the preceding year.

**1.1. Basis of accounting**

The financial statements are prepared under the historical cost convention, except for investments which are included at market value, and in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Companies Act 2006.

The charity constitutes a public benefit entity as defined by FRS 102.

Following the closure of both care homes, the charity will become a grant making organisation, following professional investment advice, the proceeds of the sale of both properties will be invested and grants made to organisations in line with our charitable objectives. We are and continue to be a going concern.

The grant policy will be adopted by the trustees in due course, however this will be in line with our charitable objectives. Examples may include grants to support dementia services such as dementia cafes and support for organisations who assist the elderly.

**1.2. Fund accounting**

The charity only holds unrestricted funds. These are funds received or generated that are available for use at the discretion of the trustees in furtherance of the general objectives and purpose of the charity.

**1.3. 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.
- Legacies are included when the charity is advised by the personal representative of an estate that payment will be made or property transferred and the amount involved can be quantified.
- Income from investments is included in the year in which it is receivable.
- Incoming resources from fundraising, sundry sources and charitable trading activity are accounted for as and when earned.

**Cartref Limited**  
**(A company limited by guarantee)**

**Notes to financial statements**

**For the year ended 31 March 2023**

**1.4. Resources expended**

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

- Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes including the charity's vending machine, payphone and investment portfolio.
- 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.
- 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.

**1.5. Tangible fixed assets and depreciation**

Tangible fixed assets donated to the charity by a connected unincorporated charity in 2008 are stated at their estimated fair value on transfer less depreciation. Depreciation is provided based on the remaining estimated useful economic lives of the assets at the time the assets were donated.

Tangible fixed assets bought by the charity are stated at cost less accumulated depreciation. Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life.

Land and buildings	- over expected useful economic life of 50 years with residual value of £50,000
Fixtures, fittings and equipment	- 10 – 33% straight line
Motor vehicles	- 20% straight line

**1.6. Investments**

Investments held as fixed assets are revalued at mid-market value at the balance sheet date and the gain or loss taken to the statement of financial activities.

**1.7. Leasing**

Rentals payable under operating leases are charged against income on a straight line basis over the lease term.

**1.8. Defined contribution pension schemes**

The pension costs charged in the financial statements represent the contribution payable by the charity during the year.

<b>2. Voluntary income</b>	<b>2023</b>	<b>2022</b>
	<b>Total</b>	<b>Total</b>
	<b>£</b>	<b>£</b>
Frazer trust	1,500	1,500
Staff and memorial donations	6,255	474
Legacy received	<u>350,000</u>	<u>--</u>
	<u>357,755</u>	<u>1,974</u>

**Cartref Limited**  
**(A company limited by guarantee)**

**Notes to financial statements**

**For the year ended 31 March 2023**

<b>3. Activities for generating funds</b>	<b>2023 Total £</b>	<b>2022 Total £</b>
Fundraising events	--	--
	--	--
<b>4. Investment income</b>	<b>2023 Total £</b>	<b>2022 Total £</b>
Bank interest receivable	1,304	446
Dividends received	5,124	2,287
	6,428	2,733
<b>5. Incoming resources from charitable activities</b>	<b>2023 Total £</b>	<b>2022 Total £</b>
Accommodation fees	1,972,744	2,752,079
<b>6. Other incoming resources</b>	<b>2023 Total £</b>	<b>2022 Total £</b>
Government grants	91,378	192,050
	91,378	192,050
<b>7. Investment management costs</b>	<b>2023 Total £</b>	<b>2022 Total £</b>
Investment management fees	2,670	949

**Cartref Limited**  
**(A company limited by guarantee)**

**Notes to financial statements**

**For the year ended 31 March 2023**

<b>8. Costs of charitable activities</b>	<b>Activities undertaken directly <u>£</u></b>	<b>Support costs <u>£</u></b>	<b>2023 Total <u>£</u></b>	<b>2022 Total <u>£</u></b>
<i>Provision of residential care for the elderly</i>				
Staff costs (see note 12)	2,446,118	186,781	2,632,899	2,080,216
Staff training	7,264	--	7,264	3,467
Staff uniforms	2,999	--	2,999	2,534
Catering	67,852	--	67,852	71,081
Services to residents	7,590	--	7,590	7,232
Household expenses	33,974	--	33,974	30,700
Rates	19,304	--	19,304	24,415
Insurance	33,431	--	33,431	25,298
Light and heat	72,487	--	72,487	73,020
Repairs and renewals	114,910	--	114,910	95,487
Hire and maintenance of equipment	25,005	--	25,005	22,574
Printing, postage and stationery	--	8,096	8,096	13,644
Computer costs	--	11,197	11,197	8,475
Telephones and internet	--	7,285	7,285	6,608
Advertising	--	1,584	1,584	1,663
Motor expenses	3,716	--	3,716	3,819
Bad debts	--	--	--	--
General expenses	3,560	--	3,560	1,917
Subscriptions	--	1,998	1,998	1,318
Bank interest and charges	--	771	771	1,147
Loan interest	--	949	949	870
Depreciation and amortisation	<u>36,902</u>	<u>6,196</u>	<u>43,098</u>	<u>39,968</u>
	<u>2,875,112</u>	<u>224,857</u>	<u>3,099,969</u>	<u>2,515,453</u>

Support costs have been allocated and apportioned on the basis of estimated staff time (staff costs) and equipment usage (telephone and internet and depreciation).



**Cartref Limited**  
**(A company limited by guarantee)**

**Notes to financial statements**

**For the year ended 31 March 2023**

<b>9. Governance costs</b>	<b>2023</b>	<b>2022</b>
	<b>Total</b>	<b>Total</b>
	<b>£</b>	<b>£</b>
Auditor remuneration	6,720	6,000
Legal and professional	20,711	948
General expenses	<u>1,218</u>	<u>983</u>
	<u>28,649</u>	<u>7,931</u>
<b>10. Other recognised gains / (losses)</b>	<b>2023</b>	<b>2022</b>
	<b>Total</b>	<b>Total</b>
	<b>£</b>	<b>£</b>
Realised gains / (losses) on disposal of investments	--	--
Unrealised gains / (losses) on revaluation of investments	(10,167)	(1,462)
	<u>(10,167)</u>	<u>(1,462)</u>
<b>11. Net (outgoing)/incoming resources for the year</b>	<b>2023</b>	<b>2022</b>
	<b>Total</b>	<b>Total</b>
	<b>£</b>	<b>£</b>
Net (outgoing)/incoming resources is stated after charging:		
Depreciation and other amounts written off tangible fixed assets	43,098	39,968
Auditors' remuneration	<u>6,720</u>	<u>6,000</u>

**Cartref Limited**  
**(A company limited by guarantee)**

**Notes to financial statements**

**For the year ended 31 March 2023**

<b>12. Employees</b>	<b>2023 Total £</b>	<b>2022 Total £</b>
<b>Employment costs</b>		
Wages and salaries	1,948,377	1,869,063
Social security costs	142,212	120,946
Pension costs	86,171	90,207
Staff redundancy and holiday pay	<u>456,139</u>	<u>--</u>
	<u>2,632,899</u>	<u>2,080,216</u>

No employee received emoluments of more than £60,000 (2022: None).

**Number of employees**

The average monthly numbers of employees (including the trustees) during the year, calculated on the basis of full time equivalents, was as follows:

	<b>2023 Number</b>	<b>2022 Number</b>
Direct employees	100	106
Management and administration	5	5
Maintenance	<u>4</u>	<u>4</u>
	<u>109</u>	<u>115</u>

**13. Trustees' emoluments and transactions**

No payments were made to the trustees for remuneration or reimbursements for expenses during the year (2022 - Nil). No trustee, or other person related to the charity, had any other personal interest in any contract or transaction entered into by the charity during the year (2022 - Nil).

**14. Pension costs**

The company operates a defined contribution pension scheme in respect of its employees. The scheme and its assets are held by independent managers. The pension charge represents contributions due from the company and was as follows:

	<b>2023 £</b>	<b>2022 £</b>
Pension charge	<u>86,171</u>	<u>90,207</u>

Premiums outstanding at 31 March 2023 and included within accruals amounted to £9,764 (2022 - £9,359)

**Cartref Limited**  
(A company limited by guarantee)

**Notes to financial statements**

**For the year ended 31 March 2023**

**15. Taxation**

The activities of the charity fall within the exemptions afforded by the provisions of the Corporation Tax Act 2010. Accordingly, there is no taxation charge in these accounts.

<b>16. Tangible fixed assets</b>	<b>Land and buildings freehold £</b>	<b>Fixtures fittings and equipment £</b>	<b>Motor Vehicles £</b>	<b>Total £</b>
<b>Cost</b>				
At 1 April 2022	2,019,321	249,422	26,129	2,294,872
Additions	--	27,929	--	27,929
Disposals	--	--	(22,113)	(22,113)
At 31 March 2023	<u>2,019,321</u>	<u>277,351</u>	<u>4,016</u>	<u>2,300,688</u>
<b>Depreciation</b>				
At 1 April 2022	219,089	223,694	26,129	468,912
Charge for the year	27,386	16,650	--	44,036
Disposals	--	--	(22,113)	(22,113)
At 31 March 2023	<u>246,475</u>	<u>240,344</u>	<u>4,016</u>	<u>490,835</u>
<b>Net book values</b>				
At 31 March 2023	<u>1,772,846</u>	<u>37,007</u>	<u>--</u>	<u>1,809,853</u>
At 31 March 2022	<u>1,800,232</u>	<u>25,728</u>	<u>--</u>	<u>1,825,960</u>

<b>17. Fixed asset investments</b>	<b>Listed investments £</b>	<b>Total £</b>
<b>Valuation</b>		
At 1 April 2022	184,037	184,037
Additions	13,988	13,988
Disposals	(198,025)	(198,025)
Revaluations	--	--
At 31 March 2023	<u>--</u>	<u>--</u>
Historical cost as at 31 March 2023	<u>--</u>	<u>--</u>

All fixed asset investments were held within the United Kingdom.

**Cartref Limited**  
**(A company limited by guarantee)**

**Notes to financial statements**

**For the year ended 31 March 2023**

<b>18. Debtors</b>	<b>2023</b>	<b>2022</b>
	<b><u>£</u></b>	<b><u>£</u></b>
Trade debtors	114,606	261,433
Prepayments and other debtors	<u>70,044</u>	<u>17,470</u>
	<u>184,650</u>	<u>278,903</u>

<b>19. Creditors: amounts falling due within one year</b>	<b>2023</b>	<b>2022</b>
	<b><u>£</u></b>	<b><u>£</u></b>
Bank overdraft	29,804	15,918
Trade creditors	19,808	44,065
Other taxes and social security	24,709	22,534
Accruals and deferred income	<u>646,727</u>	<u>173,272</u>
	<u>721,048</u>	<u>255,789</u>

	<b>2023</b>	<b>2022</b>
	<b><u>£</u></b>	<b><u>£</u></b>
<b>20. Creditors: amounts falling due after more than one year</b>		
Bounce back loan	<u>32,500</u>	<u>42,500</u>
	<u>32,500</u>	<u>42,500</u>

**21. Financial commitments**

At 31 March 2023 the company had annual commitments under non-cancellable operating leases as follows:

	<b>2023</b>	<b>2022</b>
	<b><u>£</u></b>	<b><u>£</u></b>
<b>Expiry date:</b>		
Within one year	45,119	--
Between two and five years	47,265	--
Over five years	--	<u>115,711</u>
	<u>92,384</u>	<u>115,711</u>

**Cartref Limited**  
(A company limited by guarantee)

**Notes to financial statements**

**For the year ended 31 March 2023**

<b>22. Unrestricted funds</b>	<b>At 1 April 2022 £</b>	<b>Incoming £</b>	<b>Outgoing £</b>	<b>Other gains/ (losses) £</b>	<b>At 31 March 2023 £</b>
General unrestricted fund	216,699	2,421,877	(3,128,618)	--	(490,042)
Investment fund	40,104	6,428	(2,670)	(10,167)	33,695
Cartref Committee donated fund	<u>2,427,296</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>2,427,296</u>
	<u>2,684,099</u>	<u>2,428,305</u>	<u>(3,131,288)</u>	<u>(10,167)</u>	<u>1,970,949</u>

**Purposes of unrestricted funds**

The purpose of the unrestricted funds is to enable the charity to carry out its aim of the provision of residential care for the elderly.

<b>23. Unrestricted funds analysis</b>	<b>2023 £</b>	<b>2022 £</b>
Fund balances at 31 March as represented by:		
Tangible fixed assets	1,809,853	1,825,960
Investment assets	--	184,037
Bank and cash	729,994	693,488
Net money due to/(from) the charity	<u>(568,898)</u>	<u>(19,386)</u>
	<u>1,970,949</u>	<u>2,684,099</u>

**24. Company limited by guarantee**

Cartref Limited is a company limited by guarantee and accordingly does not have a share capital.

Every member of the company undertakes to contribute such amount as may be required not exceeding £10 to the assets of the charitable company in the event of its being wound up while he or she is a member, or within one year after he or she ceases to be a member.

**25. Going Concern Note**

Following professional advice the decision was taken to close the care homes. A forty five day consultation followed. Following the sale of both properties, sale proceeds will be invested with income from investments to be used for grant making purposes in line with its constitution. The Trustees shall continue to obtain professional advice whenever necessary and shall not make grants directly to individuals or to fund research. The trustees are exploring an annual small grants programme and shall continue to rely upon professional advice prior to and following grant making.

In June 2023, the charity took out a short term loan for £570,000. This was taken out for cash flow purposes to pay redundancy payments, notice pay and holiday pay upon closure. The loan is to be repaid within 12 months.

**Charity number: 1113855**  
**Company number: 05626413**

**Cartref Limited**  
**(A company limited by guarantee)**

**Trustees' report and financial statements**  
**for the year ended 31 March 2023**

**Cartref Limited**  
**(A company limited by guarantee)**

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**Cartref Limited**  
**(A company limited by guarantee)**

**Legal and administrative information**

<b>Charity number</b>	1113855	
<b>Trading name</b>	Cartref Care Homes	
<b>Business address</b>	88-90 Lake Road East Cardiff CF23 5NP	85-91 Station Road Cardiff CF14 5UU
<b>Registered office</b>	88-90 Lake Road East Cardiff CF23 5NP	
<b>President</b>	Sir Norman Lloyd Edwards KCYO, GCStJ, RD*, GOMLJ, JP, RNR.	
<b>Trustees</b>	<p>Mr J Williams (Chair of the Board)</p> <p>Mr P D Boobier (Vice Chair of the Board)</p> <p>Mr P Hudson (Treasurer)</p> <p>Mrs E Green  Mr S W L James  Mrs J A Collinge  Mrs J Rogers  Mrs E Reid-Jones  Mrs F Bowden</p>	
<b>CEO</b>	Ms A Ravenscroft	
<b>Management committees</b>	<p>1. The Board</p> <p>The Trustees</p> <p>CEO</p> <p>The Treasurer</p> <p>Mrs J A Rogers</p> <p>Mrs E Reid-Jones</p>	<p>2. Managers</p> <p>CEO</p> <p>Mrs D Jones (Home Manager)</p> <p>Ms R Rogers (Home Manager)</p> <p>Mr G Hill (Hospitality Manager)</p> <p>Mr S Ellis (Buildings Manager)</p> <p>Miss R Bartlett (Finance/Office Manager)</p>
<b>Auditors</b>	<p>Naunton Jones Le Masurier</p> <p>12 York Place</p> <p>Barry</p> <p>CF62 7ED</p>	
<b>Bankers</b>	<p>Barclays Bank plc</p> <p>42 Wellfield Road</p> <p>Cardiff</p> <p>CF24 3YR</p>	
<b>Solicitors</b>	<p>Dolmans Solicitors</p> <p>Capital Tower</p> <p>Greyfriars Road</p> <p>Cardiff</p> <p>CF10 3AG</p>	



**Report of the trustees (incorporating the Directors' report)**  
**for the year ended 31 March 2023**

The trustees present their report and the financial statements for the year ended 31 March 2023. The trustees, who are also directors of Cartref Limited for the purposes of company law and who served during the year and up to the date of this report, are set out on page 1.

**Structure, governance and management**

*Status and governing document*

The organisation is a registered charity and company limited by guarantee, incorporated on 18 November 2005. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed by its Articles of Association. In the event of the company being wound up, members are each required to contribute an amount not exceeding £10 and any remaining assets shall be given or transferred to some other charity or charities having similar objects to Cartref Limited.

*Organisational structure*

The policy to which the charity is run is determined by the trustees. Their duties include taking steps to introduce change where necessary in order to make effective use of the charity's resources.

*Trustee induction and training*

The Board of Trustees comprises of eight trustees and the trustees remain unremunerated and serve Cartref in a voluntary capacity. The Board welcomed the appointment of Peter Hudson as a trustee and Treasurer and this appointment provided a suitable conduit on financial matters between the Board and Senior Management Team. The trustees possess a wealth of experience, knowledge and skills and these skill sets complement each other respectively.

Throughout the period this report relates, trustees met on a regular basis to ensure our responsibilities were discharged conscientiously. All new trustees and board members are given an in-depth briefing on the charity itself and the relevant information and requirements of the Charity Commission in order to ensure that their role and responsibilities are fully understood.

*Risk management*

The trustees have examined the major strategic, business and operational risks to which Cartref may be exposed. Through the office of Cartref, adequate systems are in place to manage potential risks as the Trustees have identified. The trustees continue to be vigilant and keep all processes under review including investment strategy and monitoring financial performance.

**Objectives and activities**

Following pandemic restrictions, co-ordinators and trustees recognised the need to plan and provide a diverse range of activities for all residents. Trustees shared ideas with activities staff which led to Wynne James and Fenella Bowden collaborating in order to provide a schedule of activities focused on maintaining the mental and physical health and wellbeing of residents.

Local community connections were maintained with volunteers visiting both homes to read to residents and engage in activities such as indoor and outdoor craft, raffles and quiz sessions. All monies raised went to the Residents Social Fund.

Residents enjoyed a variety of trips to theatres, shopping excursions and other destinations such as Watermill at Ogmere, Weston-Super-Mare, Cowbridge and RHS exhibition/show. Roath Park continued to provide a wonderful place for residents to spend time, meeting locals whilst enjoying the rose gardens and wildlife.

**Report of the trustees (incorporating the Directors' report)**  
**for the year ended 31 March 2023**

Residents engaged with many local people who stopped to chat and find out more about the residents themselves and Cartref. Ministers from Christchurch, Lakeside, visited in addition to visits from Reverend Cathy Gale who visited on the first Wednesday of each month. Short stories and singing sessions were popular as a result of Susan from Rhydypenau Library engaging so well. Cathedral School Year 9 soloists performed at Lake Road East with the Forget-me-Not choir performing during the latter part of the year. For those preferring quiet time, one-to-one sessions were arranged ensuring nobody felt isolated in any way whatsoever.

Residents were naturally upset to learn of the passing of Her Majesty Queen Elizabeth II and out of respect the state funeral service was screened for those who wished to view. The Remembrance Day display at Lake Road East was particularly poignant featuring the War Horse, soldiers and delicate poppies. Residents, staff and the general public found this display respectful and subtle. Residents and trustees reminisced of loved ones who had selflessly served their country.

The festive season was full of joy with choirs visiting and plenty of activities building up to Christmas Day. Spring and Easter planning was a priority for residents who expressed a desire to plan plenty of outdoor activities during the warmer months.

All staff at both homes should be commended as they helped ensure steps were taken to afford residents the best possible quality of life. Catering staff provided well balanced, nutritious and wholesome meals aligned with choice. Housekeeping and laundry staff ensured the homes were clean, orderly and tidy with residents clothing laundered to an immaculate standard. Care and support staff continued to assist residents in a most appropriate and respectful manner.

The maintenance team worked hard to resolve day to day issues arising within both homes. As in previous years, the upkeep of both homes remained substantial. Carpets were replaced within both homes with a choice of neutral colour so those with disability and/or cognitive impairment could see their environment as clearly as reasonably possible. Previous busy patterns were deemed an obstacle due to many residents finding it difficult to determine a change in floor levels. New televisions were positioned with the use of Amazon Alexa to encourage resident participation. Large clocks were placed throughout the homes which residents found easy to view.

*Public benefit*

The charity contracts with the local authority meeting the requirements necessary to allow residents who are entitled access to, and benefit from, social care funding.

To further avoid exclusion to services by clients in reduced circumstances the charity invites applications for dispensation on the fees. These dispensations are governed and allocated within the limitations of the charity's economic constraints.

The charity aims to ensure that access is available to all without discrimination irrespective of nationality, gender or personal means.

**Achievements and performance**

In the early months to which this report relates, capital projects took place to improve both homes and upgrade facilities, including new carpets at the Lake and decoration works at Station Road. The trustees met with the Buildings Manager to receive an update on capital projects and undertook frequent discovery walks around both homes.

**Report of the trustees (incorporating the Directors' report)**  
**for the year ended 31 March 2023**

As Cartref emerged from the pandemic, the care sector faced and continues to face significant and sustained challenges and the withdrawal of government funding, that provided a lifeline to residential homes, has compounded these challenges. In a Cardiff context, the Council announced their 'Ageing Well' strategy, predicated on keeping potential care home residents in their own homes for longer, with domiciliary care and household adaptations favoured.

Although Cartref marketed itself as a compassionate organisation, providing excellence in service and care for residents, the trustees identified a change in demand from the community, with dampened demand for residential and EMI care provision. The trustees met with Cardiff Council in Autumn 2022 to proactively seek to address these material risks and maintained close contact following this meeting.

The trustees provided comprehensive and measured scrutiny of the Chief Executive and the activities of the organisation. This included consideration of monthly operational accounts and oversight of income and expenditure. The trustees identified a mismatch in the inflow of revenue and the outflow of expenditure and the erosion of reserves presented a material risk to the existence of the organisation.

The trustees commissioned Grant Thornton Accountants to provide specialist tailored advice on the options available to the trustees to responsibly respond to the dampened demand facing Cartref. The trustees felt timely and early advice provided suitable options to best manage these circumstances.

With dampened demand for residential and EMI care provision the trustees explored whether Cartref could provide nursing care to the community and also considered a sale of the organisation by way as a going concern. The trustees identified the layout and age of the care homes as a prohibitive factor in seeking to vary the care provision. Despite best efforts to explore alternative options, the trustees met with staff during March 2023 to announce a statutory consultation on proposals to close both homes and cease operating as a care homes provider. Prior to commencing this consultation suitable advice was sought and provided from employment specialists, Refreshing Law Limited.

Throughout this period, staff continued to show the professionalism and care which has earned Cartref its enviable reputation as one of Wales' best care home providers. As trustees we are sincerely appreciative to the efforts and commitment of our staff. As Chairman, I am most grateful to the trustees for their continued and unwavering support.

In the year under review, the trustees responsibly sought advice from professionals including Asbri Planning Consultants, Dolmans Solicitors, Hugh James Solicitors, Grant Thornton Accountants, Savills and Refreshing Law Limited. Professional reports were provided following instruction from Trustees. The trustees continued to meet regularly with the Chief Executive Officer, in order to discuss operational matters, the impact of Covid-19 and regulatory changes and decisions.

**Report of the trustees (incorporating the directors' report)**  
**for the year ended 31 March 2023**

**Financial review**

*Performance review*

The financial performance of the charity is comprehensively disclosed in the attached financial statements.

*Reserves policy*

It is the policy of the charity that funds not committed or invested in tangible assets should be equivalent to at least two months of resources expended.

*Plans for future periods*

The charity has a fifteen month plan which includes income from investments to be used for grant making purposes in line with its constitution. The trustees shall continue to obtain professional advice whenever necessary and shall not make grants directly to individuals or to fund research. The trustees are exploring an annual small grants programme and shall continue to rely upon professional advice prior to and following grant making. The trustees have called for and await the Margaret Dain interim estate accounts, IHT400 and residue information from the executors.

**Statement as to disclosure of information to auditors**

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

**Statement of trustees' responsibilities**

The trustees (who are also directors of Cartref Limited for the purpose of company law) are responsible for preparing the trustees' annual report and the financial statements in accordance with applicable law and 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards 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 charitable company will continue in operation.

**Cartref Limited (A company limited by guarantee)**  
**Charity No. 1113855 Company No. 05626413**

**Report of the trustees (incorporating the directors' report)**  
**for the year ended 31 March 2023**

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and which enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees have complied with the duty in section 4 of the Charities Act to have due regard to guidance published by the Charity Commission, including public benefit guidance. The trustees have referred to the guidance on public benefit when considering the charity's aims and activities and consider that the charity is providing a service for the benefit of the public.

**Auditors**

Naunton Jones Le Masurier are deemed to be reappointed in accordance with Section 487(2) of the Companies Act 2006.

**Small company provisions**

This report has been prepared in accordance with the special provisions applicable to companies entitled to the small companies exemption.

This report was approved by the board on 6<sup>th</sup> October 2023 and signed on its behalf by

**Mr J Williams**  
**Chairman of the Board of Trustees**

A handwritten signature in black ink, appearing to be 'J Williams', written over a large, loopy, circular flourish.

**Cartref Limited**  
**(A company limited by guarantee)**

**Independent auditor's report to the members of Cartref Limited**

We have audited the financial statements of Cartref Limited for the year ended 31 March 2023, which comprise the statement of financial activities, the balance sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice, including SORP FRS 102 "The Financial Reporting Standard applicable in the UK and Ireland").

This report is made solely to the company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

**Opinion on the financial statements**

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31<sup>st</sup> March 2023 and of its deficit for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been properly prepared in accordance with the requirements of the Companies Act 2006.

**Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

**Conclusions relating to going concern**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

**Other information**

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.



**Cartref Limited**  
**(A company limited by guarantee)**

**Independent auditor's report to the members of Cartref Limited**

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appear to be materially misstated. If we identify such material inconsistencies or apparent misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

**Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' report has been prepared in accordance with applicable legal requirements.

**Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and the returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

**Responsibilities of the trustees**

The trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

**Auditor's responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

**Cartref Limited**  
**(A company limited by guarantee)**

**Independent auditor's report to the members of Cartref Limited**

As part of an audit in accordance with ISAs (UK), we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the internal control.
- evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the committee.
- conclude on the appropriateness of the trustee's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charitable company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charitable company to cease to continue as a going concern.
- evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



**Peter Vivian Knight Chaffey FCCA**  
**Senior Statutory Auditor**  
**Naunton Jones Le Masurier**  
**Chartered Certified Accountants**  
**Registered Auditors**  
**12 York Place**  
**Barry**  
**CF62 7ED**

6/10/23



**Cartref Limited**  
**(A company limited by guarantee)**

**Statement of financial activities (incorporating the income and expenditure account)**

**For the year ended 31 March 2023**

		<b>Unrestricted funds</b>	
		<b>2023</b>	<b>2022</b>
	<b>Notes</b>	<b>Total</b>	<b>Total</b>
		<b>£</b>	<b>£</b>
<b>Incoming resources</b>			
Incoming resources from generating funds:			
Voluntary income	<b>2</b>	357,755	1,974
Activities for generating funds	<b>3</b>	--	--
Investment income	<b>4</b>	6,428	2,733
Incoming resources from charitable activities	<b>5</b>	1,972,744	2,752,079
Other incoming resources	<b>6</b>	<u>91,378</u>	<u>192,050</u>
<b>Total incoming resources</b>		<b><u>2,428,305</u></b>	<b><u>2,948,836</u></b>
<b>Resources expended</b>			
Costs of generating funds:			
Investment management costs	<b>7</b>	2,670	949
Costs of charitable activities	<b>8</b>	3,099,969	2,515,453
Governance costs	<b>9</b>	<u>28,649</u>	<u>7,931</u>
<b>Total resources expended</b>		<b><u>3,131,288</u></b>	<b><u>2,524,333</u></b>
<b>Net income / (outgoing) resources before other recognised gains and losses</b>		<b>(702,983)</b>	<b>424,503</b>
<b>Other recognised gains and losses</b>			
Gains/(losses) on disposal and revaluation of investment assets	<b>10</b>	<u>(10,167)</u>	<u>(1,462)</u>
<b>Net incoming / (outgoing) resources</b>		<b>(713,150)</b>	<b>423,041</b>
Total funds brought forward		<u>2,684,099</u>	<u>2,261,058</u>
<b>Total funds carried forward</b>		<b><u>1,970,949</u></b>	<b><u>2,684,099</u></b>

**The notes on pages 10 to 18 form an integral part of these financial statements.**

**Cartref Limited**  
(A company limited by guarantee)

**Company number – 05626413**

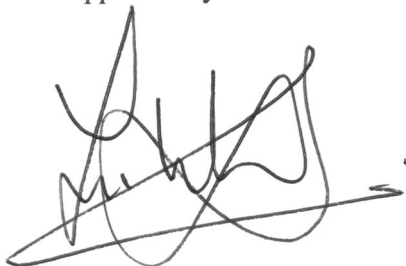
**Balance sheet as at 31 March 2023**

	Notes	2023 <u>£</u>	2023 <u>£</u>	2022 <u>£</u>	2022 <u>£</u>
<b>Fixed assets</b>					
Tangible assets	16		1,809,853		1,825,960
Investments	17		<u>–</u>		<u>184,037</u>
			1,809,853		2,009,997
<b>Current assets</b>					
Debtors	18	184,650		278,903	
Cash at bank and in hand		<u>729,994</u>		<u>693,488</u>	
			914,644		972,391
<b>Creditors: amounts falling due within one year</b>	19	<u>(721,048)</u>		<u>(255,789)</u>	
<b>Net current assets/(liabilities)</b>			193,596		716,602
<b>Creditors: amounts falling due after more than one year</b>	20		<u>(32,500)</u>		<u>(42,500)</u>
<b>Net assets</b>			<u>1,970,949</u>		<u>2,684,099</u>
<b>Funds</b>					
Unrestricted income funds	22		<u>1,970,949</u>		<u>2,684,099</u>
<b>Total funds</b>	23		<u>1,970,949</u>		<u>2,684,099</u>

The financial statements are prepared in accordance with the provisions applicable to companies subject to the small companies' regime and in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

The financial statements were approved by the board on 6<sup>th</sup> October 2023 and signed on its behalf by

**Mr J Williams**  
**Director**



**The notes on pages 10 to 18 form an integral part of these financial statements.**

**Cartref Limited**  
**(A company limited by guarantee)**

**Notes to financial statements**

**For the year ended 31 March 2023**

**1. Accounting policies**

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and the preceding year.

**1.1. Basis of accounting**

The financial statements are prepared under the historical cost convention, except for investments which are included at market value, and in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Companies Act 2006.

The charity constitutes a public benefit entity as defined by FRS 102.

Following the closure of both care homes, the charity will become a grant making organisation, following professional investment advice, the proceeds of the sale of both properties will be invested and grants made to organisations in line with our charitable objectives. We are and continue to be a going concern.

The grant policy will be adopted by the trustees in due course, however this will be in line with our charitable objectives. Examples may include grants to support dementia services such as dementia cafes and support for organisations who assist the elderly.

**1.2. Fund accounting**

The charity only holds unrestricted funds. These are funds received or generated that are available for use at the discretion of the trustees in furtherance of the general objectives and purpose of the charity.

**1.3. 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.
- Legacies are included when the charity is advised by the personal representative of an estate that payment will be made or property transferred and the amount involved can be quantified.
- Income from investments is included in the year in which it is receivable.
- Incoming resources from fundraising, sundry sources and charitable trading activity are accounted for as and when earned.

**Cartref Limited**  
**(A company limited by guarantee)**

**Notes to financial statements**

**For the year ended 31 March 2023**

**1.4. Resources expended**

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

- Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes including the charity's vending machine, payphone and investment portfolio.
- 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.
- 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.

**1.5. Tangible fixed assets and depreciation**

Tangible fixed assets donated to the charity by a connected unincorporated charity in 2008 are stated at their estimated fair value on transfer less depreciation. Depreciation is provided based on the remaining estimated useful economic lives of the assets at the time the assets were donated.

Tangible fixed assets bought by the charity are stated at cost less accumulated depreciation. Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life.

Land and buildings	- over expected useful economic life of 50 years with residual value of £50,000
Fixtures, fittings and equipment	- 10 – 33% straight line
Motor vehicles	- 20% straight line

**1.6. Investments**

Investments held as fixed assets are revalued at mid-market value at the balance sheet date and the gain or loss taken to the statement of financial activities.

**1.7. Leasing**

Rentals payable under operating leases are charged against income on a straight line basis over the lease term.

**1.8. Defined contribution pension schemes**

The pension costs charged in the financial statements represent the contribution payable by the charity during the year.

<b>2. Voluntary income</b>	<b>2023 Total £</b>	<b>2022 Total £</b>
Frazer trust	1,500	1,500
Staff and memorial donations	6,255	474
Legacy received	<u>350,000</u>	<u>--</u>
	<u>357,755</u>	<u>1,974</u>

**Cartref Limited**  
**(A company limited by guarantee)**

**Notes to financial statements**

**For the year ended 31 March 2023**

<b>3. Activities for generating funds</b>	<b>2023 Total £</b>	<b>2022 Total £</b>
Fundraising events	--	--
	--	--
<b>4. Investment income</b>	<b>2023 Total £</b>	<b>2022 Total £</b>
Bank interest receivable	1,304	446
Dividends received	5,124	2,287
	6,428	2,733
<b>5. Incoming resources from charitable activities</b>	<b>2023 Total £</b>	<b>2022 Total £</b>
Accommodation fees	1,972,744	2,752,079
<b>6. Other incoming resources</b>	<b>2023 Total £</b>	<b>2022 Total £</b>
Government grants	91,378	192,050
	91,378	192,050
<b>7. Investment management costs</b>	<b>2023 Total £</b>	<b>2022 Total £</b>
Investment management fees	2,670	949

**Cartref Limited**  
**(A company limited by guarantee)**

**Notes to financial statements**

**For the year ended 31 March 2023**

<b>8. Costs of charitable activities</b>	<b>Activities undertaken directly</b>	<b>Support costs</b>	<b>2023 Total</b>	<b>2022 Total</b>
	<b><u>£</u></b>	<b><u>£</u></b>	<b><u>£</u></b>	<b><u>£</u></b>
<i>Provision of residential care for the elderly</i>				
Staff costs (see note 12)	2,446,118	186,781	2,632,899	2,080,216
Staff training	7,264	--	7,264	3,467
Staff uniforms	2,999	--	2,999	2,534
Catering	67,852	--	67,852	71,081
Services to residents	7,590	--	7,590	7,232
Household expenses	33,974	--	33,974	30,700
Rates	19,304	--	19,304	24,415
Insurance	33,431	--	33,431	25,298
Light and heat	72,487	--	72,487	73,020
Repairs and renewals	114,910	--	114,910	95,487
Hire and maintenance of equipment	25,005	--	25,005	22,574
Printing, postage and stationery	--	8,096	8,096	13,644
Computer costs	--	11,197	11,197	8,475
Telephones and internet	--	7,285	7,285	6,608
Advertising	--	1,584	1,584	1,663
Motor expenses	3,716	--	3,716	3,819
Bad debts	--	--	--	--
General expenses	3,560	--	3,560	1,917
Subscriptions	--	1,998	1,998	1,318
Bank interest and charges	--	771	771	1,147
Loan interest	--	949	949	870
Depreciation and amortisation	<u>36,902</u>	<u>6,196</u>	<u>43,098</u>	<u>39,968</u>
	<u>2,875,112</u>	<u>224,857</u>	<u>3,099,969</u>	<u>2,515,453</u>

Support costs have been allocated and apportioned on the basis of estimated staff time (staff costs) and equipment usage (telephone and internet and depreciation).

**Cartref Limited**  
**(A company limited by guarantee)**

**Notes to financial statements**

**For the year ended 31 March 2023**

<b>9. Governance costs</b>	<b>2023</b>	<b>2022</b>
	<b>Total</b>	<b>Total</b>
	<b>£</b>	<b>£</b>
Auditor remuneration	6,720	6,000
Legal and professional	20,711	948
General expenses	<u>1,218</u>	<u>983</u>
	<u>28,649</u>	<u>7,931</u>
<b>10. Other recognised gains / (losses)</b>	<b>2023</b>	<b>2022</b>
	<b>Total</b>	<b>Total</b>
	<b>£</b>	<b>£</b>
Realised gains / (losses) on disposal of investments	--	--
Unrealised gains / (losses) on revaluation of investments	(10,167)	(1,462)
	<u>(10,167)</u>	<u>(1,462)</u>
<b>11. Net (outgoing)/incoming resources for the year</b>	<b>2023</b>	<b>2022</b>
	<b>Total</b>	<b>Total</b>
	<b>£</b>	<b>£</b>
Net (outgoing)/incoming resources is stated after charging:		
Depreciation and other amounts written off tangible fixed assets	43,098	39,968
Auditors' remuneration	<u>6,720</u>	<u>6,000</u>

**Cartref Limited**  
**(A company limited by guarantee)**

**Notes to financial statements**

**For the year ended 31 March 2023**

<b>12. Employees</b>	<b>2023 Total £</b>	<b>2022 Total £</b>
<b>Employment costs</b>		
Wages and salaries	1,948,377	1,869,063
Social security costs	142,212	120,946
Pension costs	86,171	90,207
Staff redundancy and holiday pay	<u>456,139</u>	<u>--</u>
	<b><u>2,632,899</u></b>	<b><u>2,080,216</u></b>

No employee received emoluments of more than £60,000 (2022: None).

**Number of employees**

The average monthly numbers of employees (including the trustees) during the year, calculated on the basis of full time equivalents, was as follows:

	<b>2023 Number</b>	<b>2022 Number</b>
Direct employees	100	106
Management and administration	5	5
Maintenance	<u>4</u>	<u>4</u>
	<b><u>109</u></b>	<b><u>115</u></b>

**13. Trustees' emoluments and transactions**

No payments were made to the trustees for remuneration or reimbursements for expenses during the year (2022 - Nil). No trustee, or other person related to the charity, had any other personal interest in any contract or transaction entered into by the charity during the year (2022 - Nil).

**14. Pension costs**

The company operates a defined contribution pension scheme in respect of its employees. The scheme and its assets are held by independent managers. The pension charge represents contributions due from the company and was as follows:

	<b>2023 £</b>	<b>2022 £</b>
Pension charge	<u>86,171</u>	<u>90,207</u>

Premiums outstanding at 31 March 2023 and included within accruals amounted to £9,764 (2022 - £9,359)



**Cartref Limited**  
**(A company limited by guarantee)**

**Notes to financial statements**

**For the year ended 31 March 2023**

**15. Taxation**

The activities of the charity fall within the exemptions afforded by the provisions of the Corporation Tax Act 2010. Accordingly, there is no taxation charge in these accounts.

<b>16. Tangible fixed assets</b>	<b>Land and buildings freehold £</b>	<b>Fixtures fittings and equipment £</b>	<b>Motor Vehicles £</b>	<b>Total £</b>
<b>Cost</b>				
At 1 April 2022	2,019,321	249,422	26,129	2,294,872
Additions	--	27,929	--	27,929
Disposals	--	--	(22,113)	(22,113)
At 31 March 2023	<u>2,019,321</u>	<u>277,351</u>	<u>4,016</u>	<u>2,300,688</u>
<b>Depreciation</b>				
At 1 April 2022	219,089	223,694	26,129	468,912
Charge for the year	27,386	16,650	--	44,036
Disposals	--	--	(22,113)	(22,113)
At 31 March 2023	<u>246,475</u>	<u>240,344</u>	<u>4,016</u>	<u>490,835</u>
<b>Net book values</b>				
At 31 March 2023	<u>1,772,846</u>	<u>37,007</u>	<u>--</u>	<u>1,809,853</u>
At 31 March 2022	<u>1,800,232</u>	<u>25,728</u>	<u>--</u>	<u>1,825,960</u>

<b>17. Fixed asset investments</b>	<b>Listed investments £</b>	<b>Total £</b>
<b>Valuation</b>		
At 1 April 2022	184,037	184,037
Additions	13,988	13,988
Disposals	(198,025)	(198,025)
Revaluations	--	--
At 31 March 2023	<u>--</u>	<u>--</u>
Historical cost as at 31 March 2023	<u>--</u>	<u>--</u>

All fixed asset investments were held within the United Kingdom.

**Cartref Limited**  
**(A company limited by guarantee)**

**Notes to financial statements**

**For the year ended 31 March 2023**

<b>18. Debtors</b>	<b>2023</b>	<b>2022</b>
	<b><u>£</u></b>	<b><u>£</u></b>
Trade debtors	114,606	261,433
Prepayments and other debtors	<u>70,044</u>	<u>17,470</u>
	<u>184,650</u>	<u>278,903</u>

<b>19. Creditors: amounts falling due within one year</b>	<b>2023</b>	<b>2022</b>
	<b><u>£</u></b>	<b><u>£</u></b>
Bank overdraft	29,804	15,918
Trade creditors	19,808	44,065
Other taxes and social security	24,709	22,534
Accruals and deferred income	<u>646,727</u>	<u>173,272</u>
	<u>721,048</u>	<u>255,789</u>

	<b>2023</b>	<b>2022</b>
	<b><u>£</u></b>	<b><u>£</u></b>
<b>20. Creditors: amounts falling due after more than one year</b>		
Bounce back loan	<u>32,500</u>	<u>42,500</u>
	<u>32,500</u>	<u>42,500</u>

**21. Financial commitments**

At 31 March 2023 the company had annual commitments under non-cancellable operating leases as follows:

	<b>2023</b>	<b>2022</b>
	<b><u>£</u></b>	<b><u>£</u></b>
<b>Expiry date:</b>		
Within one year	45,119	--
Between two and five years	47,265	--
Over five years	--	<u>115,711</u>
	<u>92,384</u>	<u>115,711</u>

**Cartref Limited**  
(A company limited by guarantee)

**Notes to financial statements**

**For the year ended 31 March 2023**

<b>22. Unrestricted funds</b>	<b>At 1 April 2022 £</b>	<b>Incoming £</b>	<b>Outgoing £</b>	<b>Other gains/ (losses) £</b>	<b>At 31 March 2023 £</b>
General unrestricted fund	216,699	2,421,877	(3,128,618)	--	(490,042)
Investment fund	40,104	6,428	(2,670)	(10,167)	33,695
Cartref Committee donated fund	<u>2,427,296</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>2,427,296</u>
	<u>2,684,099</u>	<u>2,428,305</u>	<u>(3,131,288)</u>	<u>(10,167)</u>	<u>1,970,949</u>

**Purposes of unrestricted funds**

The purpose of the unrestricted funds is to enable the charity to carry out its aim of the provision of residential care for the elderly.

<b>23. Unrestricted funds analysis</b>	<b>2023 £</b>	<b>2022 £</b>
Fund balances at 31 March as represented by:		
Tangible fixed assets	1,809,853	1,825,960
Investment assets	--	184,037
Bank and cash	729,994	693,488
Net money due to/(from) the charity	<u>(568,898)</u>	<u>(19,386)</u>
	<u>1,970,949</u>	<u>2,684,099</u>

**24. Company limited by guarantee**

Cartref Limited is a company limited by guarantee and accordingly does not have a share capital.

Every member of the company undertakes to contribute such amount as may be required not exceeding £10 to the assets of the charitable company in the event of its being wound up while he or she is a member, or within one year after he or she ceases to be a member.

**25. Going Concern Note**

Following professional advice the decision was taken to close the care homes. A forty five day consultation followed. Following the sale of both properties, sale proceeds will be invested with income from investments to be used for grant making purposes in line with its constitution. The Trustees shall continue to obtain professional advice whenever necessary and shall not make grants directly to individuals or to fund research. The trustees are exploring an annual small grants programme and shall continue to rely upon professional advice prior to and following grant making.

In June 2023, the charity took out a short term loan for £570,000. This was taken out for cash flow purposes to pay redundancy payments, notice pay and holiday pay upon closure. The loan is to be repaid within 12 months.