



Kingsbridge and Saltstone Caring

Volunteer-led Support in Kingsbridge, Salcombe and Neighbouring Villages

Kingsbridge and Saltstone Caring Limited
Company limited by guarantee

Registration number 5879510
Charity number 1119726

Directors' Report and Financial Statements
for the Year Ended July 31st, 2022



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Company Information (1)

Directors / Trustees



Graham Nurser (Chair)



Michael Knowles (Treasurer)



Sandy Gilbert



Jeryl Andrew



Gill Whitmore



Pauline Greaves



Peter Norris



Jane Bray

Company Information (2)

Company Number	5879510
Charity Commission registered number	1119726
Registered office	11 Church Street Kingsbridge Devon TQ7 1BT
Accountants	James Cording and Co Ltd 11 Church Street Kingsbridge Devon TQ7 1BT
Business address	Quay House Ilbert Road Kingsbridge Devon TQ7 1DZ
Bankers	Lloyds Bank plc 65-67 Fore St Kingsbridge Devon TQ7 1PN

Statement from the Chair

After the heroic efforts of Kingsbridge and Saltstone Caring, in partnership with other local organisations reported at the last AGM, this year has seen something of a return to a more normal pattern of work and care. The admin team have returned to the Office and Volunteers have been able to meet Clients again. A much happier situation.

Nevertheless, we all know that Covid has cast a long shadow, especially as cases do still seem to be high in this area. For many, this is now a matter of inconvenience rather than fear, but our clients are often vulnerable, and their health remains a matter of concern. We must continue to exercise due diligence. The strain that Covid and other matters has put on the NHS is well documented and we field an increasing number of requests for support beyond a straightforward befriending service. We field regular requests for help from local statutory health and social care agencies and have also been in discussion with the South Hams Hospital League of Friends. In addition, the situation reported last year where we have not enough volunteers for the clients assessed and waiting continues. In terms of numbers, we currently have 67 Volunteers and 113 Clients registered and available. An absolute priority this year is to find ways to encourage and enlist more Volunteers. Word of mouth is our best method, and it is to be hoped that regular coffee mornings will not only be attractive to Volunteers but will encourage them to invite appropriate friends who might join us.

This year we said goodbye to Trustee Jane Bray who has moved to take up a new post in Hampshire. Jane brought a wealth of experience to KASC, and we will always be grateful for her insight and determination. Links with Social and Health Care professionals often meant she could find a solution or create an opportunity. For example, her links with Tumbly Hill have given us an excellent base to hold monthly coffee mornings for staff and volunteers (with their clients if appropriate).

New trustees this year are Jeryl Andrew and Graham Nurser. Jeryl has wide experience in the financial services sector. She has already taken on considerable responsibility in formulating our current business plan and submitted some tedious and time-consuming grant applications. Graham's career has been in education, with particular experience in international projects with young people. He was invited to Chair trustee meetings and is happily attending functions and meeting the people who make KASC tick.

In the Office, we have said goodbye to Anne Brunner-Ellis. A calm and capable hand in office management, Anne also proved an expert editor of our newsletter. We are delighted that Anne remains in the area and still in touch. December's wreath making event is at her home.



Replacing Anne in the office is Wendy Nurser. A former boarding school Housemistress, Wendy has proved invaluable with her eye for detail and general organisational ability. Thoroughly immersed in the local area, with over five years supply teaching at Kingsbridge Community College and a long stint volunteering at the Tourist Information Centre, she tells me that she has particularly enjoyed meeting volunteers and clients as everyone has an interesting story to tell.

In addition, we are pleased to welcome back Rachel Kerecsenyi. With past experience both in the office and as a volunteer, Rachel is a real asset.

The third member of the office team is of course Andy Walker. Andy provides operational and IT support, maintains our data base and is involved in bids for grants. He also continues to provide day to day office administration as required. He too is vastly experienced and has a personal relationship with so many Volunteers and Clients.

We have a great Admin Team, and the trustees consider themselves very fortunate.

A particular highlight of the year was gaining the Quality Assurance Mark. This is a prestigious award, reflecting the standards of the policies, processes, documentation, and compliances to which we adhere. Our application was spearheaded by Andy Walker and Jane Bray, Mike Knowles and the Admin team who are to be thanked for detailed submissions of evidence to show what we do and how we do it. Of course, that does not mean we are complacent and not always looking to improve. For example, we are very aware of the concerns expressed after the data protection breaches this year and are determined to do better. On behalf of all of us I would like to apologise for those and thank you for your understanding. Human error can never be completely removed but we have taken steps which will at least stop the inadvertent sharing of email addresses.

It has been good to hold fundraising events again this year. The money raised is invaluable but beyond that obvious benefit, fundraising provides enjoyable social occasions when our work can be showcased in a positive way. An outstanding Fashion Show hosted by Threads at Avon Mill exemplifies the point. Just over one hundred people enjoyed delicious snacks and a glass of Prosecco whilst being entertained by a lively fashion presentation from Fiona and her team. Entertainment of other kinds were provided by Bob Gould's Euchre evening at Creeks End and Flavia's Dance Workshop. It seems to me that fundraisers creating fun social events are entirely appropriate for an organisation combating loneliness and isolation. Still to come, at the time of writing are the Glitterball Bop at West Charleton Village Hall and, as already mentioned, Christmas Wreath making. More top social moments, as so often spearheaded by Sandy Gilbert and Gill Whitmore.

Of course, substantial money is also derived from grant application. The office team are central to this and, as already mentioned Jeryl and Mike have been involved.

Sandy has always been generous in her Swing Byes at Washbrook Farm and in addition we are delighted to have been able to offer Coffee mornings at Tumbly Hill. Still establishing these on a monthly basis, our intention is to provide a regular opportunity for Volunteers/ Clients/Trustees and Staff to meet informally. Early signs are that these meetings are enjoyed by all. I have enjoyed the opportunity to meet up with volunteers and hear their opinions on a variety of things. Volunteers can also be empowered by meeting each other and discussing experiences in a general non confidential way and there is always the opportunity to examine any current relevant issues. I do hope these mornings go from strength to strength. As an extension of the Tumbly Hill Coffee Morning and inspired by our travel grant application we intend to host a client/volunteer Christmas Party at Tumbly Hill on Wednesday 14th December.

So much of our work is with individuals and we know every contact counts. Opportunities to get together will not suit everyone but for some they could be a welcome and interesting development.

We are not alone in the challenges we face. All over Devon and the rest of the country, issues of physical and mental health, dementia, hospital discharge, loneliness, isolation, and the cost of living are exercising the collective minds of the NHS, Local Authority Social Care and the Charity sector. All are working with limited resources, but all are determined to succeed. We will continue to make a difference.

Graham Nurser (Chair) – November 2022

Directors Report
For the Year Ended 31st July 2022
Structure, Governance and Management

Introduction

The Directors present their annual report and the financial statements for the year ended 31 July 2022.

The information with respect to the Directors and advisors' forms part of this report. The financial statements comply with applicable Accounting Standards in the United Kingdom, and the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in March 2005, and the Charities act 2011.

Status

The Memorandum and Articles of Association of the Company/Charity were incorporated on 14 July 2006. The Company/Charity is registered with the Charity Commission under charity registration number 1119726.

Organizational Structure

Membership of the Company/Charity is open to individuals or organizations approved by the Directors, although membership can only be refused if the Directors, acting reasonably and properly, consider it to be in the best interests of the Company/Charity. At the year end the Company/Charity had 25 members.

New directors are identified and appointed by the Company/Charity by ordinary resolution, so as to achieve a balance of experiences appropriate to the charity's needs. One third of the directors must retire each year but may offer themselves for re-election. The Directors meet monthly. These meetings are used to review the charity's strategy, finances and operations.

Financial Review

Review of the Year

Total income for the year ending 31 July 2022 was £35,900 (2021: £28,091), whilst expenditure over the year was £27,436 (2020: £21,710).

The Directors wish to record their thanks to the many organizations and individuals who have supported the charity financially to date. These are too numerous to mention individually, but it is upon their generosity that the wellbeing of the charity depends.

Reserves

It has been, and remains, the Directors aim to hold minimum reserves adequate to cover a minimum of six months office operations, and shut down and redundancy costs, in the unlikely event that the charity ceases to operate. The overall reserves as at the 31 July 2022 are represented by the general fund of £53,937 (2021: £45,575).

Public Benefit

The Directors are entirely satisfied that they have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission.

Objectives and Activities

The primary activity of the charity is to promote the independence and wellbeing of older, isolated and vulnerable people in the towns of Kingsbridge, Salcombe and the surrounding area, covering 19 parishes in the South Hams District. Offering support not normally provided by the statutory authorities helps to preserve the independence of such people for as long as possible whilst delaying or avoiding the need for moving into a retirement home or becoming institutionalized. We do this by offering a befriending service, the aim of which is to reduce social isolation, to offer emotional and practical support and thereby to increase the ability of our clients to live well and to live independently.

Kingsbridge and Saltstone Caring (KASC) provides its emotional and practical support through regular weekly meetings with one of a team of volunteers, who have the opportunity of using their life skills and experience and are keen to provide friendship and support to those who need it. All volunteers are interviewed, and DBS checked, references are taken, and they attend an induction training session.

For many clients, the weekly meeting with their KASC volunteer may be the only social contact they have. Support provided by a KASC volunteer can include companionship, shopping, relief for carers to allow them to take a short break, reading post and signposting to other organisations. It may also be appropriate to encourage and support clients to engage in social activities, thereby encouraging independence and community involvement. This might include joining a luncheon club/memory café/blind club, coffee mornings, joining a walk and talk group, joining an art club, or going for simple social outings (e.g. for a cup of tea or a drive to the sea). Sometimes client circumstances change, and they may have to move into a residential home or go into hospital. Where appropriate, KASC volunteers may continue to support clients by visiting them in these settings, bringing items in from home they may need, or simply providing a friendly face and sympathetic ear. KASC support may also be short-term, to stand-in when a regular carer is not available, or to provide temporary support, for example when patients are discharged from hospital and unable to provide for themselves in the normal way.

In common with other charities our work in 2021 was severely affected by Covid-19 which restricted access to our clients. However, with Covid-19 on the wane in 2022 the situation became much improved with services fully back to normal by the financial year end.

KASC runs a small office within the Town Council Building in Kingsbridge, staffed by two part-time administrators. In addition, we employ the services of a consultant who undertakes day to day operations as well as technical support and research grant funding. The day to day running of the organisation includes recruitment and training of volunteers, generating awareness of the service we offer, seeking funding, and allocating and monitoring support to individual clients. Where appropriate we identify and report concerns, highlighted by volunteers, to the relevant health professional, or the statutory authorities, so that appropriate action can be taken to support clients that are at risk, have declining health, or have needs such as access to specialist aids. KASC primary aim remains, however, to support the wellbeing of people in our community through direct social contact.

Risk Management

The Directors review routinely the risks facing the Charity and are satisfied that measures appropriate to mitigate the risks faced by a charity of the nature and scale of KASC are in place. The trustees have taken full cognizance of the provisions and requirements of the General Data Protection Regulation (GDPR) and have taken the necessary measures to ensure the charity is fully compliant. KASC is registered with the Information Commissioner's Office.

Appropriate measures were taken to protect our office at Quay House in the light of COVID-19 in accordance with Government guidelines.

Thanks

The Directors would like to record their thanks to the many people and numerous companies and organisations which have been helpful to the Charity. In particular, Kingsbridge Town Council and its staff who have continued to support KASC most generously.

We are indebted to the staff in the office, Anne Brunner-Ellis (who has now left KASC), Rachel Kerecsenyi and Wendy Nurser along with Consultant Andy Walker, for their caring and diligent work.

Finally, we thank KASC's volunteers, whose time, energy and life-experience is given week-after-week so selflessly to improve the well-being of our community.

This report is prepared in accordance with the provisions applicable to companies subject to the small companies' regime. This report was approved by the Members on December 7th, 2022, and signed on their behalf by:

Graham Nurser

Chair

Accountants' report on the unaudited financial statements to the directors of KASC

Respective responsibilities of trustees and examiner

The company's directors (charity's trustees) are responsible for the preparation of the accounts. The directors consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145 (5)(b) of the 2011 Act, and
- to state whether particular matters have come to my attention.

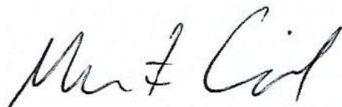
Basis of independent examiner's statement

My examination was carried out in accordance with general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view, and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 the charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the charities Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



James Cording and Co Ltd
11 Church Street
Kingsbridge
TQ7 1BT

November 2022

Statement of Financial Activities for the year ended 31 July 2022

	Notes	General Fund	Total Funds 2020-21
Income			
Grants		£12300	£10596
Other		£23514	£17495
Total Income		£35814	£28091
Expenditure			
Staffing		£15158	£11656
Accommodation		£1572	£1556
Administration		£10722	£8959
Total Expenditure		£27452	£22171
Net Incoming (Outgoing) Resources		£8362	£5920
Fund Balances			
At 1 August 2021		£45575	£39655
At 31 July 2022		£53937	£45575

The notes on page 15 form an integral part of these financial statements.

Balance Sheet as at 31 July 2022

		Notes	2021-22	2020-21
Current Assets				
	Debtors & Prepayments	3	£11,514	£0
	Cash at Bank and in Hand			
	Lloyds Treasurers a/c		£32,857	£35,861
	COIF Deposit a/c		£10,348	£10,321
	Petty Cash		£23	£129
	Event Cash		£100	£0
	Total Assets		£54,842	£46,311
<i>less</i>				
Current Liabilities				
	Creditors	4	£905	£736
	Total Liabilities			
Net Assets			£53,937	£45,575
<u>Represented by:</u>				
	General Fund		£53,937	£45,575
	Total Reserves		£53,937	£45,575

The directors' statements required by Sections 475 (2) and (3) are shown on the following page which forms part of this Balance Sheet.

The notes on page 15 form an integral part of these financial statements.

Directors' statements required by Section 475 (2) and (3) for the year ended 31 July 2022

In approving these financial statements as directors of the company we hereby confirm:

(a) that for the year ended 31 July 2022 the company was entitled to the exemption from audit under Section 477 of the Companies Act 2006 relating to small companies.

(b) that no notice has been deposited at the registered office of the company pursuant to section 476 of the Companies Act 2006 requiring that an audit be conducted for the year ended 31 July 2022, and

(c) that we acknowledge our responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

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

The financial statements were approved by the Members on 7th December 2022 and signed on its behalf by

Graham Nurser (Chair)
Director

Michael Knowles (Treasurer)
Director

The notes on page 15 form an integral part of these financial statements

Notes to the financial statements for the year ended 31 July 2022

1. Accounting policies

1.1 Accounting convention

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015).

1.2 The Charity's funds

A fund is a pool of unexpended resources, held and maintained separately from other pools because of the way in which the resources were originally received or the way in which they have subsequently been treated. A fund may be unrestricted or restricted as follows:

2. Turnover

The total turnover of the company for the year has been derived from its principal activity wholly undertaken in the UK.

3. Debtors & Pre-Payments

Livewell	£10000
Other debtors	£1514

4. Creditors and Accruals

Accruals and creditors	£653
HMRC Tax for July	£126

5. Company limited by guarantee

The Company liabilities are guaranteed by the Directors up to a maximum of £10 each.

Detailed Schedule of Income and Expenditure

<u>INCOME</u>	<u>2021-22</u>	<u>2020-21</u>
Grants	£12,300	£10,596
Fund Raising	£3,510	£24
Donations	£9,866	£11,644
Westbank	£8,905	£4,423
Other Income (HMRC)	£1,005	£1,055
SeaMoor Lotto	£202	£345
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Bank interest	£26	£4
Total Income	£35,814	£28,091
<u>EXPENDITURE</u>		
Staffing (Incl. Volunteers)		
Wages (Incl. Pension & NIC)	£14,205	£11,154
Training	£0	£0
Travel & Subsistence	£745	£353
DBS Checks	£208	£149
Recruitment	£0	£0
	<hr/>	<hr/>
	£15,158	£11,656
Office Accommodation		
Room Hire	£0	£0
Rates/Energy	£0	£0
Telecoms	£1,050	£1,062
Insurance	£522	£494
Office Equipment	£0	£0
	<hr/>	<hr/>
	£1,572	£1,556
PR		
Advertising	£535	£567
Fund Raising Expenses	£615	£0
	<hr/>	<hr/>
	£1,150	£567
Admin		
Subscriptions	£35	£35
Printing/Photocopying	£242	£79
Postage	£17	£8
Sundries (incl petty cash)	£342	£52
IT costs	£3,233	£2,799
Consultancy fees	£5,075	£4,530
Audit and accountancy	£628	£889
	<hr/>	<hr/>
	£9,572	£8,392
Total Expenditure	£27,452	£22,171
Net incoming (outgoing) resources	£8,362	£5,920