

***CARERS NORTHUMBERLAND LIMITED***

(A company limited by guarantee and not having a share capital)

**CHARITY NUMBER 1122972**

**COMPANY NUMBER 06266972**

**TRUSTEES REPORT AND  
UNAUDITED FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 March 2022**

Richard Alsept Chartered Accountant  
16 Burlington Terrace  
Cardiff  
CF5 1GG

**CARERS NORTHUMBERLAND LIMITED**

**LEGAL AND ADMINISTRATIVE INFORMATION**

**NAME OF CHARITY:** Carers Northumberland Limited

**INCORPORATION:** The company was originally incorporated on 4<sup>th</sup> June 2007 and registered as a charity on 27 February 2008.

**OFFICERS:**  
(Directors and Trustees) Mr S Cooke  
Mrs A C Arter (Chair)  
Countess A De'Travernent  
Mrs D Jack  
Mrs J Birkin-Nicholl  
Mrs V Hodgson  
Mrs L Nelson  
Mr P Stonell  
Mrs Anne Moore (appointed 14<sup>th</sup> April 2022)  
Mrs Julie Danskin (appointed 14<sup>th</sup> April 2022)

**COMPANY SECRETARY:** Mrs D Blakey

**REGISTERED OFFICE:** 107 & 109 Station Road  
Ashington  
Northumberland  
NE63 8RS

**INDEPENDENT EXAMINER:** Richard Alsept Chartered Accountant  
16 Burlington Terrace  
Cardiff  
CF5 1GG

**BANKERS:** CAF Bank  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
ME19 4JQ

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## **TRUSTEES REPORT FOR THE YEAR ENDED 31 MARCH 2022**

### **Introduction**

The trustees present their report and the financial statements for the year ended 31 March 2022.

The trustees have prepared the annual report and financial statements in accordance with the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in January 2019.

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### **Governance**

Carers Northumberland Ltd is a registered charity and a company limited by guarantee. It was incorporated on 4<sup>th</sup> June 2007 and registered as a charity on 27 February 2008 and its principal activity is providing support for carers throughout Northumberland.

#### **Trustees**

The Trustees are charity trustees for the purpose of charity law and are Directors of the company. One third of the Trustees retire from office together and are eligible for re-election at each Annual General Meeting (AGM) by rotation, so that each and every trustee so retires and is eligible for re-election at every third AGM from the date of their initial election. As between trustees who have been members the same length of time, those due to retire are chosen by lot. The officers of the trustee board for the ensuing year are nominated to and elected (by ballot if necessary) at every AGM.

#### **Trustee Induction and Training**

A Trustee Information Pack is available to potential and new Trustees. Potential Trustees are invited to attend a Trustee meeting to find out more about the workings of the Board and the governance of the charity, after which they may feel better informed to make the decision to become a Trustee.

New Trustees are introduced to the charity, their legal obligations under charity law, the content of the governing document, the Trustees and the decision-making process, the business plan and financial performance of the charity during an induction period soon after appointment. Trustees are also encouraged to attend appropriate training events that will support effective conduct in their role.

#### **Risk Management**

Where appropriate, policies and procedures or systems have been put in place to mitigate the risks the charity might face. Significant external risks to funding, and the nature of funding across the Community and Voluntary Sector, have led to the development of a long term strategic plan including the identification of priority activities in relation to income generation.

Policies and procedures exist to ensure compliance with health and safety of all staff, volunteers and beneficiaries of the charity. This includes the provision of adequate insurance cover. These policies and procedures are reviewed annually or more frequently, on change of circumstances, to ensure that they continue to meet the needs of the charity.

## OBJECTIVES AND ACTIVITIES

Carers Northumberland provides information, advice and support for carers, seeking to ensure equality of opportunity for all sections of the community in its own affairs and in access to facilities provided by the charity. In doing so, the activities adopted by Carers Northumberland to meet those objects include the following:

- Seeking the views of carers to influence service provision
- Provision of opportunities for carers to take a break from caring by attending support groups, leisure and skills events
- Signposting carers to sources of condition-specific or specialist support
- Provision of an Information Service and dedicated information line for carer enquiries
- Administration of the Carer Support Fund
- Working in partnership with other agencies and organisations to support carers
- Supporting the development and delivery of a voice for carers in consultation, policy and service development and delivery in the county

## Achievement and performance

The Covid-19 pandemic continued to have a huge effect on the delivery of services throughout 2021 and into early 2022. For most of the year the staff have been working a blended model of home working and spending allocated time working from the office on a rota basis. It quickly became clear that delivery plans would have to change as the pandemic continued and the most important thing operationally was that carers still had access to information, advice and support. The easing of restrictions in July 2021 enabled face to face work to restart, with some of the peer support groups moving back into the community rather than online.

There were some changes to the staff team early in year, with the Carers into Work Advisor and one of the Carer Information and Advice Workers roles being replaced by new members of staff. Later in the year, as a result of additional funding, a Young Carers Activity Worker joined the team, and as part of the DWP's Kickstart initiative, a new Project Assistant role was created which would give an employment opportunity to a young person for six months. The staff team for the year consisted of the Chief Executive Officer, Service Delivery Manager, two Carer Information and Advice Workers, Training Coordinator, Finance and Administration Officer, Young Carers Support Coordinator, Young Carers Activity Worker, Carers into Work Advisor and Project Assistant.

The Information Service continues to be the first point of contact for most carers via the Information Line, website and social media. As of 31 March 2022, there were 4311 carers registered with Carers Northumberland, this is an increase of 31.5% based on the number of carers registered at the end of April 2021. Contacts with carers have increased with 6232 contacts and 10465 actions carried out between 1 April 21 and 31 March 2022, an increase of 37% and 30% respectively based on the same data for 2020-21. 831 new adult carers have registered in the period 1 April 2021 to 31 March 2022 (including 107 parent carers) and 117 new young carers. This overall figure is lower than 2020-21, due to January, February and March 2021 seeing unprecedented numbers of carers registering as a result of carers being recognised as a priority group for the roll out of the Covid-19 vaccination programme. Carers Northumberland worked with the GP practices across Northumberland to ensure that as many carers as possible were identified and

offered the vaccine. This prompted a significant rise in the number of carers registering with Carers Northumberland, between January 2021 to April 2021 where 858 new carers were registered. The average registration pre-pandemic was approximately 40 per month, however, for the current year the average is now 70 per month. The Information Service deal with a varied range of queries, the majority early in the year were around vaccination access and other Covid-related restrictions and guidance, however, as restrictions started to ease more enquiries around finance and benefits, how to access services, grants, health and wellbeing, form filling, and planning for the future were coming through.

Carers who register are also asked to complete a baseline assessment of their needs to ensure that any immediate needs can be addressed. Carers who register but do not have an immediate concern or query are contacted by a member of the Information Team after two-months to check that they are receiving the newsletter and that they know how to get in contact should they have a query. All carers who register with us and complete the initial baseline are contacted after six months and asked to complete a follow-up evaluation so we can measure how being registered with Carers Northumberland has (or has not) had an impact on their caring role. Where carers have had contact with a member of staff and have been supported with a particular issue a separate feedback form will be completed. 99 baseline reviews have been completed up to 31 March 2022 with positive increases shown for taking a break/time off, myself and finance, money and benefits. 132 evaluations have been returned for the same period. As a result of being supported by Carers Northumberland:

- 68% of carers agreed they know more about their rights as a carer now
- 72% of carers agreed they feel more confident
- 70% of carers agreed they feel more in control
- 71% of carers agreed they feel less lonely/isolated
- 89% of carers agreed they know where to go for advice and support

The newsletter is one of the main ways that Carers Northumberland communicates with carers who are registered. The majority of carers receive the newsletter bi-monthly by email, but there are around 500 carers who prefer a printed copy to be posted. Our social media presence also continues to grow as information is sought by carers and professionals in many different ways. Between 1 April 2021 and 31 March 2022 our Facebook posts have reached an average of 5900 people and our tweets have reached an average of 1074 people. Carers Northumberland added an Instagram account in November 2021, and this is now reaching an average of 153 people with 162 followers. The Carers Northumberland website was updated in early 2021 and went live in March 2021 and now has a more modern, user-friendly look with increased capabilities such as a blog section and the ability to book onto groups and events online. Unique visits to the website average around 669 per month.

Carers Northumberland continues to administer the Carer Support Fund (CSF) on behalf of the local authority which provides adult carers of adults with an individual grant to enable them to take a break from their caring role. At the end of March 2022, 203 carers had applied for CSF and £20,725 had been awarded. This amount is now back to the pre-pandemic level as there are more opportunities for carers to access things which give them a break now that leisure providers have reopened. Main uses for the fund have been day trips, short breaks, therapies, leisure and exercise activities, crafts and ongoing



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hobbies and interests. Carers have also been supported by the Information Service to access larger grants with £12,561 in grants from Carers Trust and Turn 2 Us secured for essential household items such as washing machines, beds, fridge-freezers, moving costs, flooring and driving lessons.

Following a successful pilot scheme in 2020-21 the Information Service has offered carers support to complete Lasting Power of Attorney paperwork as part of the Advanced Planning Service. Since April 2021, 16 carers have accessed this service and are at various stages in the procedure. Carers Northumberland have also produced a Bereavement Guide for carers which can be accessed at any time. The guide has both practical information and emotional coping tools to support carers and 14 guides have been sent out since 1 April 2021.

At the start of the current year, April 2021, we were informed that the British Red Cross were no longer able to offer the Carers Emergency Card service to carers in Northumberland. The British Red Cross made the strategic decision to close the service based on their current priorities and capacity and evidence that the service has not been utilised in the past 24 months. Naturally, this was disappointing to hear, as carers regularly tell us that the card gives them peace of mind that if they were unable to get to the person, they care for they knew they, or someone else, could ring the number on the card and the British Red Cross would be able to alert another family member or send out a volunteer to wait with the cared for until alternative arrangements could be made. As an alternative, Carers Northumberland are offering to support carers to complete an Emergency Care Plan which will help them document important information about the person they care and their usual routine and medication requirements. 69 forms have been sent to carers, 15 forms have been returned completed by carers and 15 forms have been completed with the carer supported by staff.

Groups remained online at the start of the year as lockdown restrictions were still in place. Online groups were provided for Berwick, Ponteland, Cramlington with Alnwick/Amble as a joint group and Morpeth/Blyth as a joint group. A standalone generic remote drop-in group also runs every Tuesday, facilitated by one of the staff team. Remote group attendances have been lower than expected and in preparation, a survey was sent out to all carers on the database to find out what their preferences would be once face-to-face groups could start again in the summer. The survey was completed by 78 carers with 73% stating that they would like to attend a face-to-face peer support group if they were able to resume later in the year; 79% said they would prefer to meet in a community venue with a private room; 59% would prefer a morning meeting, 37.5% an afternoon meeting and 3.5% would prefer to meet in the evening. Interestingly, 86% said they would not want to meet online once restrictions are lifted, and face-to-face groups could resume. The survey also asked carers to indicate where they would like to see a group based with the highest numbers coming back from those groups where there is already a good group attendance (Cramlington, Berwick, Blyth, Morpeth, Alnwick, Ponteland, Bedlington and Ashington – where there wasn't currently a group). Face-to-face groups resumed in September in Berwick, Ponteland, Cramlington and Blyth with groups in Bedlington, Alnwick and Ashington in October. The weekly online generic group continues every Tuesday. Attendances have been varied, with Cramlington, Berwick, Blyth and Ponteland being the most attended while Ashington, despite coming out as the top location request for a group in the recent survey, has not attracted many attendees. Due to the rising cases of the Omicron variant of Covid-19 and the government guidance in December 2021 all face-to-face groups were cancelled for December and January but resumed in February. In



addition to the regular monthly groups at fixed venues, the Information Team are also offering carer catch-ups each month at different venues across the county from March 2022.

As well as the regular online and face-to-face groups, there have also been opportunities for carers to attend events this year. Trips to Cragside, Paxton House, Seaton Delaval Hall and Prudhoe Forest School took place in October, and a visit to the Alnwick Garden Light trail in November 2021. Over the course of the year there have been 569 attendances at groups and events. The closed Facebook group also continues to grow with 265 members as of 31 March 2022. One of the casualties of the pandemic has been our team of volunteers. While some of the support group volunteers have continued to support their usual groups whilst online and now that they are back face-to-face, some of our volunteers have re-evaluated their time and priorities and have decided not to return. In anticipation of the ending of restrictions, a volunteer recruitment campaign will begin in March 2022 with Group Hosts and Carer Ambassador volunteer roles being offered. Carer workshops and training sessions have been offered online throughout the year. Carer Awareness and Identification training for health and social care professionals has made the transition to remote learning fairly easy, and early feedback suggests it is easier for staff to commit the time when there is no travelling involved. The Training Coordinator has provided training for professionals from Northumberland County Council, Northumbria Healthcare Foundation Trust, Cumbria, Northumberland and Tyne and Wear Trust and GP practices across the county. Northumberland CCG continue to fund ongoing work with GP practices around identifying and support carers in primary care, it was hoped that this work would be further enhanced by utilising GP surgeries to hold information sessions to encourage carers to register and ask questions, but this has still not been possible yet. There has been a marked reduction in engagement with carer awareness training and practice reviews due to the changing priorities for GP practices as the pandemic continues. 108 professionals have accessed training throughout the year. Carer workshops have moved online, and different topics have been offered throughout the year, including, How to Say No, Building Resilience, Stress Busting, Planning Ahead, Caring Day to Day, and Jump into January. 84 carers have attended training workshops throughout the year. There has been less engagement online, despite support being available to assist with access to technology and support to use it. Carers who have engaged have valued the sessions, but many carers have indicated that they prefer face-to-face delivery as it's difficult to speak freely in the presence of the person they care for and some carers take the training as an opportunity for a break. As the easing of restrictions continues then the opportunity to hold carer workshops and training sessions face-to-face will be explored. Carers Northumberland purchased the Digital Resource for Carers (DRC) online learning platform from Carers UK again for 12 months, however, there has been little engagement and as the platform is to be rolled out in all GP practices this will not be renewed from June 2022.

Carers Week took place from 7 – 13 June 2021, and while there were still some restrictions in place, carers were invited to attend a number of outdoor walks across the county with 16 attendees across the five events. 2 carers attended the online Creative Writing workshop, 3 carers attended the book folding craft session and 7 carers attended the Stress Busting workshop. Building on the success of the walks, these continued into the later summer/autumn and will begin again in spring 2022.

Carers Rights Day took place 25 November 2021, and we were able to hold an in-person event at Cramlington Hub, the event consisted of a carers rights and assessment



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workshop in the morning, followed by an information marketplace in the afternoon. The event was attended by 61 carers throughout the day and initial feedback has been very positive. Other stallholders included, the Alzheimer's Society, PALS, Age UK, CAB, Northumberland County Blind Association, Healthwatch Northumberland, NCC Health Trainers, Northumberland Recovery College, Anxious Minds, Northumberland Fire Service, Escape Family Support and both the support planners and locality coordinators from NCC's Communities Together Team.

170 carers received a Christmas Gift Bag following direct requests or nominations. These were distributed across the county by the staff team in December 2021.

We were successful in securing 100 free mobile phone SIM Cards from Vodafone as part of their offer to charities, 53 have been distributed so far, 40 to adult carers and 13 to young carers.

The increase in registrations from parent carers (caring for a child under 18 with additional needs), enabled us to access a grant from the Edward Gostling Foundation which provided additional capacity to the Information Service to support the growing number of enquiries from parent carers. There are now 386 parent carers registered which is an increase from 104 prior to the Covid vaccination programme rollout. The funding was initially to support a pilot into how parent carers could be better supported. So far, parent carers have been supported to access grants totalling £8,141 to provide funds for flooring, white goods, gym membership, yoga classes, moving costs and household items. The parent carer online Zoom peer support group continues monthly, but numbers remain low. Parent carers have contacted the service on a range of issues, but the most frequent issues are finance and benefits, carer support and social services. Parent carer enquiries are often complex and relate to issues surrounding support for the child/children they care for, and this has impacted on the Information Service capacity and highlighted a gap in knowledge mainly around the procedures and referral routes within Children's Services. This has been considered by the Northumberland Carers Partnership Board and parent carers have been added as a priority within the draft Commitment to Carers Strategy which is expected to be approved in April 2022.

The North of Tyne Carers into Work Project which began on 1 April 2020. The initial project aims were to support carers who wanted to return to work and is a collaboration between the North of Tyne Combined Authority (the funder), Carers Northumberland, Newcastle Carers and North Tyneside Carers Centre. The project had initially set out to offer returnships with local employers as a way of supporting carers into work with employers who were mindful and supportive of those with caring responsibilities, however, the early effects of the pandemic on employers meant that many that had been identified by the North of Tyne Combined Authority were unable to proceed with their original offer. Following lower than expected numbers of carers engaging with project across the three carers' centres, the project steering group took the decision to widen the criteria of the project. The project is now able to support carers who are already in employment, and carers who are aged 16 and over into employment, education or training, or to maintain their current employment with support to implement strategies to balance their work and caring responsibilities and to assist carer who want to look for a change of employment which better suits their caring needs. Each carers centre has a dedicated Carers into Work Advisor (CIWA) who will work with carers on an individual basis to explore their needs and the barriers to achieving those objectives. The project has also been extended to 31 March 2023. There are now 37 carers registered on the project in Northumberland, with the CIWA actively working with 23 on 31 March 2022, in a variety of ways including,



supporting with CV updates, application forms, and interview techniques as well as advising on job searches, volunteering opportunities and education and skills training. This project has now also been able to link in with the Young Carer Project as a way of offering additional support for young carers aged 16 plus to think about their future opportunities. The project overall has 147 participants across the North of Tyne partnership and is on track to achieve the target of 300 by March 2023. The steering group will be considering the future of the project beyond March 2023 in due course. The Young Carer Support Project began on 1 August 2020 after a successful tender process and began with the appointment of a Young Carer Service Coordinator (YCSC) to support young carers and work closely with the Youth Service and Early Help and Prevention teams. The aim is to work with young carers up to 18 years both individually and in group settings to support them to have the same opportunities as other children and young people. Referrals come either via the local authority's Early Help Team or direct into the Young Carer Service and young carers will be offered tailored support with their families to ensure that their caring role is not having a negative impact on their aspirations and opportunities. The project is funded until 31 July 2022 and there will be a new contract tender process in early 2022 which Carers Northumberland will take part in and hopefully be able to retain the service. There are 213 young carers registered with 117 new young carers registered in the year. Support for young carers is a mixture of intensive one to one support for those young carers who are struggling with their caring role as well as opportunities for young carers to access other means of support to take a break and get involved in other activities such as an annual Active Northumberland Leisure Pass, funding for organised activities and the Young Carer Support Fund to provide financial support to access a break from their caring role. The YCSC is currently supporting 17 young carers individually who have more complex issues. Carers Northumberland works closely with NCC's Youth Service and has brought together a Young Carer Steering Group which consists of representatives from education, youth participation, primary and secondary health and educational psychology. This group has helped to shape a Young Carers in Schools Toolkit for Northumberland which was piloted by a selection of schools in late 2021 and then rolled out across all schools in the county in March 2022. We were also successful in receiving a grant from the Masonic Charitable Foundation after being nominated by Northumberland Freemasons. This has enabled us to employ a Young Carers Activity Worker and provide opportunities for young carers to meet each other and enjoy time away from caring. Activities so far have included trampolining, Halloween make-up workshop, yoga, cinema trip, pantomime trip, Alnwick Garden Light Trail and online events such as cake jar making, t-shirt designing and calendar making, Pirate Escape rooms, ice skating and graffiti art.

Throughout the year, Carers Northumberland has maintained and secured new links and partnerships with other organisations, both statutory and voluntary. The Northumberland Carers Partnership Board, which brings together statutory and voluntary organisations across the county who have an interest in supporting carers, have developed a Commitment to Carers Strategy which is currently in draft and expected to be approved in April 2022.

Carers Northumberland is now fully embedded in the Community Mental Health Transformation Funding agenda as a member of the Leadership Group and the VCSE Alliance and Asset Mapping working group. The aim of the group is to transform community mental health provision for severe mental health issues by working collaboratively across statutory health and social care services and voluntary and community organisations. CNTW and larger mental health charities, Mental Health



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Concern and Mental Health Matters are taking the lead with the programme, but it is expected that some financial support will come through to smaller organisations as the work continues.

Organisational membership of the Healthwatch Northumberland Board has strengthened partnership working and has enabled Carers Northumberland to support with Healthwatch's Home Care Report as well as providing carer focus groups to gather views for the CCG around End-of-Life Care and GP Access.

Ongoing work with CNTW, the mental health foundation trust that covers the county, has enabled Carers Northumberland to secure some additional core funding to support the Older People's Pathway. The referral pathway will see carers being automatically referred to Carers Northumberland by CNTW staff at the point of diagnosis on the Dementia Pathway. It is expected that this could be up to 900 carers per year offered a referral to Carers Northumberland. CNTW have also approved funding to Carers Northumberland for two additional Carer Information and Advice Worker posts, one of which will have a mental health remit. This will add capacity to do more outreach and community work as well as additional resilience to the Information Service. It is expected that these posts will be filled in April 2022. The funding is initially for 12 months; however, it is hoped that evidence and impact will enable this to be extended. CNTW have also included Carers Northumberland in their focus group work for the review of their Carer's Charter in 2022.

The staff and trustees had an Away Day in November 2021 which was an opportunity to discuss future development opportunities and ways to add value and strengthen the Carers Northumberland offer. This followed a staff development session, where all staff were invited to put forward ideas, both big and small, for future development of the service. At the Away Day, it was agreed that Carers Northumberland would strive to become a service which supported all carers regardless of who they were caring for. At present the core service is mainly funded by NCC Adult Service and Northumberland CCG to support adult carers of adults. In the past year, the service has brought in time-limited project funding to support young carer and parent carers. Both staff and trustees felt that Carers Northumberland should be providing a service to all carers and as such have started work to plot out a Carer Journey. It is hoped that this will identify where there are gaps and where funding could be sought to address those gaps and add value to the current service.

While the current Business Plan, 2020 – 2024, remains valid and was created based on the core delivery of the service and the known budget amount for that core delivery, it is clear that with added funding from other sources, Carers Northumberland can achieve a service which supports all carers. While funding for the core from NCC Adult Service has been confirmed for 2022-23, there is an expectation that this will become a contracted service from 1 April 2023 which Carers Northumberland will have to tender for. In addition, Northumberland CCG have also confirmed their funding for 2022-23, however, CCGs are being replaced by Integrated Care Systems (ICS) from mid-2022 and the commissioning arrangements from April 2023 are not yet clear.

The Operational Plan for 2022-23 will focus on core delivery and opportunities to add value to the service through additional funding. Preparation will also be made for the tender processes for both adult and young carers services. The ongoing work on the Carer Journey and some of the other development ideas from the Away Day, will continue and be reviewed throughout the coming year.



## **FINANCIAL REVIEW**

The charity remains grateful for the help and support given by government agencies, charitable trusts and other sources. For the year ended 31 March 2022, despite the continuing uncertainties and disruption caused by the Covid pandemic, the Charity is pleased to report an increase in overall total income to £330,061 (2021: £289,048). The increased income was mainly due to increased funding for Care Projects including Carers Return to Work, and support & activities for Young Carers.

The charity continued to effectively monitor and control all costs. Total costs did increase in the year to £293,894 (2021: £234,846), but this increase was largely due to the additional project activity in the year. The Charity was able to report a surplus for the year of £36,167 (2021: £54,202). Cash balances at 31 March 2022 were £355,879 (2021: £251,680), the increase in the cash balances reflecting the surplus generated in the year; the increase also due to the receipt of £117,308 of income at the end of 2021/22 which related to projects to be undertaken in 2022/23. These receipts have been shown in the balance sheet as deferred income, to be released in 2022/23 when the related projects will be undertaken.

### **Grant Making Policy**

The Charity does not make grants but administers the Carer Support Fund on behalf of Northumbria Healthcare Trust – Adult Services, and the Young Carer Support Fund on behalf of Northumberland County Council – Children's Services.

### **Investment Policy**

The charity holds no investments and as such has no investment policy.

### **Reserves Policy**

The Trustees aim to have a reserve of a minimum of 4 months' operating costs. This figure has been identified following consideration of the main financial risks to the charity. The strategy is to continue to build reserves through economies of scale wherever possible. The Trustees have supported expansion of operations, supported by a sound business case and regular review and in line with our aim to maintain healthy reserves.

### **Risk Management**

As part of the charity's business plan development, an assessment was undertaken as to the risks the Trust is exposed to. The charity has taken a proactive stance to reduce its overall reliance on external funding and to develop a portfolio of funders to further reduce the impact any one funding stream may incur. A major part of the charity's partnership working is to keep the charity abreast of any strategic, political or legal changes that could impact upon it.

Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects.

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

## **Statement of Trustees' Responsibilities**

Company law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year; in preparing those financial statements, the Trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is not appropriate to assume that the company will continue on that basis.

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

## **Responsibilities of the Trustees**

Trustees, who are directors for the purpose of company law, and trustees for the purpose of charity law, who served during the year and up to the date of this report are set out under Legal and Administrative Information. In accordance with company law, as the company's directors, we certify that:

- so far as we are aware, there is no relevant information of which the company's accountants are unaware; and
- as the directors of the company, we have taken all the steps that we ought to have taken in order to make ourselves aware of any relevant accounts information and to establish that the charity's accountants are aware of that information.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (issued in January 2019) and in accordance with the special provisions of the Companies Act 2006 relating to small entities.

Approved by the Trustees on 9<sup>th</sup> June 2022 and signed on their behalf by:



A Arter, Director and Chair of Trustees

**INDEPENDENT EXAMINERS REPORT ON THE UNAUDITED FINANCIAL STATEMENTS  
TO THE TRUSTEES OF CARERS NORTHUMBERLAND LIMITED.**

I report to the Charity Trustees on my examination of the accounts of The Trust for the year ended 31 March 2022, which are set out on pages 12 to 20.

**Respective and basis of report**

The trustees, who are also the directors of Carers Northumberland Limited ('the Company') for the purposes of company law, are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

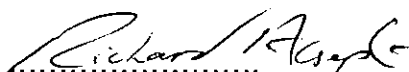
**Independent examiner's statement**

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in Section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with my examination giving me cause to believe:

- (1) accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
- (2) the accounts do not accord with those records; or
- (3) the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than the requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an Independent Examination; and
- (4) the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK (FRS102)).

I have no concerns and have come across no matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Richard Alsept  
Chartered Accountant  
16 Burlington Terrace  
Cardiff  
CF5 1GG

9<sup>th</sup> June 2022



## CARERS NORTHUMBERLAND LIMITED

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 March 2022

		Unrestricted Funds	Restricted Funds	Total y/e 31 March 2022	Total y/e 31 March 2021
	Note	£	£	£	£
<b>INCOME</b>					
Donations	3	3,922	-	3,922	3,623
Charitable activities	3	182,440	143,159	325,599	284,988
<i>Investment income:</i>					
Interest received		540	-	540	437
<b>Total Income</b>		<b>186,902</b>	<b>143,159</b>	<b>330,061</b>	<b>289,048</b>
<b>EXPENDITURE</b>					
Charitable activities	4	172,364	121,530	293,894	234,846
<b>Total Expenditure</b>		<b>172,364</b>	<b>121,530</b>	<b>293,894</b>	<b>234,846</b>
Net Income/(expenditure)		14,538	21,629	36,167	54,202
Net Movement in Funds		14,538	21,629	36,167	54,202
Reconciliation in funds: Fund balances brought forward		182,358	9,920	192,278	192,278
<b>Fund balances carried forward</b>		<b>196,896</b>	<b>31,549</b>	<b>228,445</b>	<b>192,278</b>

The statement of financial activities includes all gains and losses in the year / period.  
All incoming resources and resources expended derive from continuing charitable activities.

## CARERS NORTHUMBERLAND LIMITED

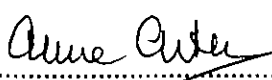
## BALANCE SHEET AS AT 31 March 2022

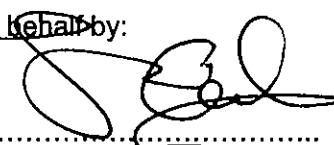
	Notes	March 2022 £	£	March 2021 £	£
FIXED ASSETS	2		28		408
CURRENT ASSETS					
Debtors	5	1,000		228	
Cash at bank and in hand		355,879		251,680	
		<u>356,879</u>		<u>251,908</u>	
CURRENT LIABILITIES					
Amounts falling due within one year	6	(128,462)		(60,038)	
Net Current Assets			228,417		191,870
NET ASSETS			<u>228,445</u>		<u>192,278</u>
Restricted Funds	10		31,549		9,920
Unrestricted Funds			196,896		182,358
TOTAL CHARITY FUNDS			<u>228,445</u>		<u>192,278</u>

For the financial year ended 31 March 2022, the company was entitled to exemption from audit under section 477(1) of the Companies Act 2006; and no notice has been deposited under section 476(1) requesting an audit. The trustees acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the year and of its profit or loss for the financial year in accordance with the requirements of section 394 and which otherwise comply with the Companies Act 2006, so far as applicable to the company.

The financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime under the Companies Act 2006 and with the provisions of Financial Reporting Standard 102, Section 1a for Small Entities (effective January 2015).

Approved by the Board on 9<sup>th</sup> June 2022 and signed on its behalf by:

  
 .....  
 A Arter, Director

  
 .....  
 S Cooke, Director

NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 March 2022

**1 ACCOUNTING POLICIES**

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

**a. Basis of accounting**

The company is a charitable company, limited by guarantee, incorporated in England. The charity constitutes a public benefit entity as defined by FRS 102.

The address of the registered office is:  
107 & 109 Station Road,  
Ashington  
Northumberland NE63 8RS

These financial statements were authorised for issue by the Board on 9<sup>th</sup> June 2022.

The financial statements are prepared under the historical cost convention and in accordance with the provisions of Financial Reporting Standard 102, Section 1a Small Entities, and the Charity Statement of Recommended Practice, (Charities SORP (FRS 102) 2019), as well as the Charities Act 2011.

**b. Fund accounting**

Unrestricted funds are incoming resources received or generated for charitable purposes. They are available for use at the discretion of the trustees in the furtherance of the general objectives of the charity.

Restricted funds can only be applied for a particular purpose as defined within their objects.

**c. Income**

All income is 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:

- Income which is received by way of grants, donations and gifts to the charity is included in full in the Statement of Financial Activities upon receipt. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.
- Bank interest and other investment income is included when receivable.
- Income from charitable activities are derived from contracts and service agreements and are accounted for as the charity earns the right to consideration by its performance.

**d. Expenditure**

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

- Costs of generating funds comprise the costs associated with attracting voluntary income.



NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 March 2022

- Operation and development of the charity includes all costs incurred by the charity in the delivery of its activities and services.
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include accountancy fees.

**e. Fixed assets**

Fixed assets are stated at cost less accumulated depreciation. All items with a useful life of more than one year are capitalised. Depreciation is provided at rates calculated to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Office Equipment	-	25% reducing balance
Office Fixtures and Fittings	-	25% reducing balance

**f. Cash and cash equivalents**

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

**g. Trade debtors**

Trade debtors are amounts due from funders for merchandise sold or services performed in the ordinary course of business. Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the company will not be able to collect all amounts due according to the original terms of the receivables.

**h. Trade creditors**

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the company does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities. Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

**i. Leasing**

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

**j. Pensions**

The Project operates a defined contributions pension scheme. Contributions are charged in the accounts as they become payable in accordance with the rules of the scheme.

CARERS NORTHUMBERLAND LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 March 2022

**2. Tangible Fixed Assets**

	<b>Website £</b>	<b>Office Equipment £</b>	<b>Fixtures &amp; Fittings £</b>	<b>Total £</b>
<b>Cost</b>				
As at 1 April 2021	6,000	30,011	6,584	42,595
Additions	-	-	-	-
As at 31 March 2022	<u>6,000</u>	<u>30,011</u>	<u>6,584</u>	<u>42,595</u>
<b>Depreciation</b>				
As at 1 April 2021	6,000	29,651	6,536	42,187
Charge for year	-	360	20	380
As at 31 March 2022	<u>6,000</u>	<u>-</u>	<u>6,556</u>	<u>42,567</u>
<b>Net book value</b>				
<b>At 31 March 2022</b>	<u>-</u>	<u>-</u>	<u>28</u>	<u>28</u>
At 31 March 2021	<u>-</u>	<u>360</u>	<u>48</u>	<u>408</u>

CARERS NORTHUMBERLAND LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 March 2022

**3. Income**

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total y/e 31 March 2022</b>	<b>Total y/e 31 March 2021</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<i>Donations and Fundraising</i>	3,922	-	3,922	3,623
<i>Charitable activities</i>				
Local Authority grants	172,300	-	172,300	172,300
Other care grants	17,660	56,085	73,745	95,440
Covid related grant	-	-	-	10,000
Other income	9,082	-	9,082	4,248
NCC grant refund	(16,602)		(16,602)	
Project income	-	87,074	87,074	3,000
	<u>186,362</u>	<u>143,159</u>	<u>329,521</u>	<u>288,611</u>
<i>Interest receivable</i>				
Bank interest receivable	540	-	540	437
	<u>540</u>	<u>-</u>	<u>540</u>	<u>437</u>
<b>Total</b>	<b><u>186,902</u></b>	<b><u>143,159</u></b>	<b><u>330,061</u></b>	<b><u>289,048</u></b>



CARERS NORTHUMBERLAND LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 March 2022

4. Expenditure

	Unrestricted Funds	Restricted Funds	Total y/e 31 March 2022	Total y/e 31 March 2021
	£	£	£	£
<i>Charitable Activities:</i>				
Service Delivery Manager	29,423	-	29,423	29,863
Training Co-ordinator	21,714	-	21,714	19,391
Central Office	60,152	-	60,152	54,760
Carers Support Fund	-	20,800	20,800	15,410
Carers Return to Work	-	31,312	31,312	35,845
Young Carers Support	-	45,206	45,206	24,265
Young Carers Activity	-	12,363	12,363	-
Information Service	55,299	-	55,299	51,318
Parent Carer Support	-	6,601	6,601	-
Carers Trust Grants	-	4,581	4,581	1,808
Projects (Other)	3,514	667	4,181	-
Depreciation	380	-	380	1,373
	<b>170,482</b>	<b>121,530</b>	<b>292,012</b>	<b>234,033</b>
<i>Governance</i>				
Trustee meetings and charity management	1,082	-	1,082	-
Professional fees	800	-	800	813
	<b>1,882</b>	<b>-</b>	<b>1,882</b>	<b>813</b>
<b>Total</b>	<b>172,364</b>	<b>121,530</b>	<b>293,894</b>	<b>234,846</b>

5. Debtors

	31 March 2022 £	31 March 2021 £
Trade Debtors	1,000	228
Prepayments	-	-
<b>Total</b>	<b>1,000</b>	<b>228</b>

**6. Creditors: amounts falling due within one year**

	<b>31 March 2022 £</b>	<b>31 March 2021 £</b>
PAYE and NIC	4,127	4,017
Creditors & accruals	7,027	7,633
Deferred grants	117,308	48,388
<b>Total</b>	<u>128,462</u>	<u>60,038</u>

Included within creditors and accruals is an amount of £78 (2021: £1,338) owed to Northumberland Care Trust. This amount is repayable on demand.

**7. Staff costs and numbers**

During the financial period the company had a maximum of 10 FTE employees and their remuneration was made up as follows:

	<b>2022 £</b>
Salary and wages	187,408
National insurance costs	14,459
Employer pension costs	5,050
<b>Total</b>	<u>206,917</u>

No employee received emoluments of more than £60,000.

**8. Analysis of net assets between funds**

	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total £</b>
Tangible Fixed Assets	28	-	28
Current Assets	325,330	31,549	356,879
Creditors	(128,462)	-	(128,462)
<b>Total</b>	<u>196,896</u>	<u>31,549</u>	<u>228,445</u>

**9. Remuneration of management committee**

Two trustees received expenses payments of £232 (2021: £nil) associated with the cost of attending meetings of the charity in the financial year ended 31 March 2022.

**10. Restricted Funds**

	<b>Balance 1 April 2021</b>	<b>Incoming Resources</b>	<b>Resources Expended and transfers</b>	<b>Balance 31 March 2022</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Carers Week	3,000	-	667	2,333
Carers Trust	-	4,581	4,581	-
Carers into Work	3,702	31,504	31,312	3,894
Parent Carer Support	-	8,245	6,601	1,644
Carers Support Fund	1,391	20,000	20,800	591
Young Carers Support	1,827	58,285	45,206	14,906
Young Carers Activity	-	20,544	12,363	8,181
	<b>9,920</b>	<b>143,159</b>	<b>121,530</b>	<b>31,549</b>