

# THE ELDER TREE LIMITED (VOLUNTARY VISITING SERVICE)

England & Wales · Charity number 1124248

## Details

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Status	Registered
Legal form	Charitable company
Company number	<a href="#">05820675</a>
Registered	2008-05-29
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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Phone	01752 227447
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Website	<a href="http://www.eldertreeplymouth.co.uk">www.eldertreeplymouth.co.uk</a>

## Activities

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**Objects:** TO RELIEVE ELDERLY PEOPLE RESIDENT IN THE GEOGRAPHICAL AREAS OF ST PETER AND WATER FRONT, SUTTON AND MOUNT GOULD, DRAKE PEVERELL, EFFORD AND GREENBANK, PARTS OF LAIRA, PLYMPTON, PLYMSTOCK AND OTHER PARTS OF THE CITY. WHO ARE SICK, HOUSEBOUND, ISOLATED AND THOSE WITH DISABILITIES BY PROVIDING SERVICES OR FACILITIES CALCULATED TO RELIEVE THE NEEDS OF SUCH PERSONS.

**Activities:** The Elder Tree provides an extensive support and befriending network for isolated and vulnerable older people resident in Plymouth.

## Classification

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- **How:** Provides Human Resources, Provides Services
- **What:** The Advancement Of Health Or Saving Of Lives, Disability, The Prevention Or Relief Of Poverty, Economic/community Development/employment
- **Who:** Elderly/old People

## Geography

- **Area of benefit:** AREAS OF ST PETER AND WATER FRONT, SUTTON AND MOUNT GOULD, DRAKE PEVERELL, EFFORD AND GREENBANK, PARTS OF LAIRA, PLYMPTON, PLYMSTOCK AND OTHER PARTS OF THE CITY.
- Plymouth City

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-05-31	£935,209	£877,985	£352,193	30
2024-05-31	£819,775	£820,521	£294,969	30
2023-05-31	£728,355	£803,972	£295,715	31
2022-05-31	£812,752	£719,341	£371,332	30
2021-05-31	£703,822	£628,465	£277,921	29

## Trustees

Name	Role	Appointed
<b>IRENE ELIZABETH TONKIN</b>	Chair	
Ann Elizabeth Harris		2016-03-16
<b>DIANE MARY GAVIN</b>		
Dr Amanda Jane Harry		2024-11-26
<b>JANE PAWSON</b>		2016-05-25
Joanne Beniston		2024-03-26
Paula Williams		2026-03-31
<b>SALLY ANNE PARKES</b>		

**THE ELDER TREE LIMITED (VOLUNTARY VISITING SERVICE)**

England & Wales - Charity number 1124248

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# Accounts

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## **FINANCIAL STATEMENTS AND ANNUAL REPORT**

**Company Registration      5820675**

**Charity Registration      1124248**

**For the Financial Year  
To 31st May 2025**

**Registered Office: 3 Tresillian Street, Plymouth PL4 0QP**

**Contact: Louise Barnes, Chief Executive**

**Telephone: 01752 227447**

**e-mail: [admin@eldertreebefriending.co.uk](mailto:admin@eldertreebefriending.co.uk)**

**website: [www.eldertreeplymouth.co.uk](http://www.eldertreeplymouth.co.uk)**

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## Introduction

It has been a particularly significant year for the Elder Tree as we celebrated our 30<sup>th</sup> birthday in September. The charity has come a long way since 1994 but befriending and support for older people remains at the very heart of what we do and despite our growth, we have stayed true to our values and ethos of reducing social isolation and loneliness in the over 50s in Plymouth and improving their health and wellbeing.

This year has been a positive one for the charity in many ways but we endured a significant loss to the team when Plymouth City Council made the difficult decision to cease the Social Inclusion contract in Extra Care at the end of March, something Elder Tree had been delivering since 2019. Despite Elder Tree winning the tender for its continued delivery, the council did not have the funds to continue the service. Saying goodbye to 6 incredibly dedicated members of staff and knowing that over 200 individuals would no longer be receiving social inclusion support was challenging but Plymouth City Council worked hard with us to ease the process as much as possible.

Our staff and volunteers are the lifeblood of the charity and we are exceptionally fortunate to work with such passionate individuals. Our gratitude to our staff members has been reflected in substantial salary adjustments again this year and we celebrated our amazing volunteers at a special event in October. It would be impossible to deliver our one-to-one befriending service without our volunteers and we remain hugely appreciative of their commitment to the charity and our beneficiaries.

Our management board also works tirelessly to support me and the Chief Executive and we have been delighted to welcome Amanda Harry as a trustee this year. Amanda brings a wealth of experience in Primary Care and related fields and we are very fortunate to have her input.

This year has seen challenges for the charity, in particular the continued rise in rental costs, which have placed considerable pressure on our operational budget and we recognise that the year ahead is likely to present further financial and strategic tests. However, Elder Tree remains firmly committed to delivering a high-quality, reliable service for older people across Plymouth and we are confident about the future - with continued support from our partners, funders and the wider community, Elder Tree is well-positioned to navigate the challenges ahead and build on its success.



**Irene Tonkin**  
**Chairperson**

## LEGAL AND ADMINISTRATIVE DETAILS AS AT 31st MAY 2025

<b>Chair</b>	Irene Tonkin - Founder
<b>Company Secretary (Non Exec)</b>	Louise Barnes
<b>Directors</b>	Annie Harris Diane Gavin Sally Parkes Jane Pawson Anne Blight Jo Beniston Amanda Harry

<b>Chief Executive</b>	Louise Barnes
<b>Operations Manager</b>	Elliott Malone
<b>Business Manager</b>	Fraser Ball

### Staff

Chantal Bracey	Pam Ivey
Adrian Cable	Vicky Kimberley
Kate Callard	Keely Lynn
Denise Collinson	Holly McNamara
Theresa Dunbar	Susan Miller
Carole Elliott	Marie Nethercott
Stacey Fowler	Tracy O'Halloran
Linda Frost	Joanne Packham
Phillip Griffin	Murray Parkin
Amanda Harding	Trevor Priest
Paula Hocking	Martha Schofield
Stephanie Hudson	Hazel White

<b>Registered Office</b>	3 Tresillian Street Plymouth PL4 0QP
<b>Company Registration</b>	5820675
<b>Charity Registration</b>	1124248
<b>Independent Examiner</b>	Sharon Soady Payroll and Bookkeeping Services
<b>Bankers</b>	Co-operative Bank PLC PO Box 250 Delft Street SKELMERSDALE N8 6WT

## **Report of the Management Board**

**The Trustees present their report for the financial year to 31 May 2025**

### **Charitable Object:**

The Company is governed by its Memorandum and Articles of Association. These state that the Company's main object is:

'To assist, comfort and guide older people who may be in distress by reason of poverty, ill-health, loneliness, social isolation or any other cause; to promote, encourage and foster any objects which may be for the common good of older people resident within Plymouth and the surrounding area'.

### **Principal Activities:**

- We support over 1600 beneficiaries with the help of 160 amazing volunteers.
- We deliver 85 weekly social inclusion activities in 50 locations close to where people live, with a footprint across the whole city.
- We support 110 of our most vulnerable and housebound beneficiaries in their homes with a volunteer befriender
- The charity delivers an extremely wide range of weekly activities including Active Lives groups, Active Men's clubs, Craft groups, Coffee and Advice mornings, Lunch and Supper clubs, IT classes, Choirs and Dementia Support groups.
- Physical activity is a key component of what we do and across our Active Lives and Active Men's groups, we deliver 60 weekly exercise based activities. These include Seated and Standing Exercise, Tai Chi, Pilates, Cardio Fit, Walking Groups, Bowling and Kurling, engaging over 900 of our beneficiaries each week.
- Working with NHS Devon and Livewell Southwest, we deliver a specific Strength and Balance Falls Prevention programme in 6 locations across Plymouth, West Devon and the South Hams.
- We work with Adult Social Care and Plymouth City Council with Additional Services provision fulfilling non-domiciliary parts of care packages such as shopping, pharmacy collections and befriending.

### **Description of the Company's Organisation:**

The Company is run by a Board of Trustees and is supported by 160 volunteers and 27 paid staff: the Chief Executive, Operations Manager, Business Manager and 24 Project and Support Workers.

### **Trustees Interests:**

No Trustee has a beneficial interest in the Company.

### **Trustees Responsibilities:**

The Trustees are responsible for the Company in line with the relevant legislation for companies limited by guarantee and registered charities. They oversee the activities of the charity against a robust Assurance and Governance Framework and conduct routine Assurance and Governance visits and report their findings formally to the Management Board.

### **Inaugural General Meeting:**

The Elder Tree Ltd was incorporated on 17 May 2006 but it was entitled to an exemption under Section 249A (2) of the Companies Act 1985. The Company started trading on 1 June 2008 and held its Inaugural General Meeting on 23 July 2008.

### **Meetings of the Board of Trustees:**

6 August 2024  
24 September 2024  
26 November 2024  
28 January 2025  
25 March 2025  
27 May 2025

In addition, individual Trustees conducted Governance and Assurance checks on the following dates:

Financial Assurance	8 July 2024, 2 October 2024, 15 March 2025
Contract Assurance	23 October 2024, 17 April 2025
Volunteers	16 October 2024, 23 April 2025
Referral Pathway	7 October 2024, 15 May 2025
HR Systems/Security/Digital/Evaluation	20 November 2024, 23 April 2025
Active Lives	13 November 2024, 18 May 2025
Active Men	20 August 2024, 11 March 2025
Social Inclusion	27 November 2024, 5 June 2025*
Additional Services	29 October 2024, 10 June 2025*
Extra Care	15 October 2024
Policies and Procedures	8 November 2024

\* These 2 checks took place shortly after the end of the financial year because of trustees' availability.

## **Employees and Volunteers:**

Company staff and volunteers are recruited and employed in accordance with our Equality and Recruitment policies.

## **Trustees:**

The Board of the Elder Tree Ltd is made up of 8 Trustees who reflect the communities and beneficiaries we serve; one of the Trustees is also a beneficiary and two are volunteers.

Amanda Harry joined the board in October 2024.

The original Trustees were elected in 2006 for a three year term. Annie Harris and Anne Blight are currently under review after the end of their 3 year terms and their future tenure with the charity will be determined at the 30 September 2025 Management Board meeting.

Irene Tonkin - Chair (2026)  
Diane Gavin (2026)  
Sally Parkes (2027)  
Annie Harris (2025)  
Jane Pawson (2026)  
Anne Blight (2025)  
Jo Beniston (2027)  
Amanda Harry (2027)

## **Annual Summary:**

Elder Tree remains a trusted pillar of the community, dedicated to connecting older people reducing the impact of isolation and loneliness and improving their health and wellbeing. We are currently supporting over 1600 beneficiaries across the city and while numbers for our community support have grown, the conclusion of the Extra Care Social Inclusion service in March has resulted in a slight reduction in our overall beneficiary numbers compared to the end of the previous financial year. However, we have seen an increase in the volume of referrals since September and are now receiving on average 85 per month compared to 70 this time last year; if this upward trend continues, we anticipate a rise in total beneficiary numbers over the coming months.

The complexity of referrals continues to be a challenge with many individuals having more than one physical or mental health condition; however, we are successfully integrating them into our activities. Attendance levels remain consistently strong across all programmes and many groups are at capacity, demonstrating the demand. The volunteer base now includes over 160 active individuals who remain vital to Elder Tree's ability to deliver its services, particularly our one-to-befriending programme which has supported 181 individuals this year.

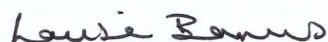
Physical wellbeing continues to be a key focus for the charity. Through the Active Lives and Active Men programmes, over 1300 participants took part in weekly physical activities last year, supporting their ongoing health and overall wellbeing. Because of the popularity of our 24 week Strength and Balance programme commissioned by NHS Devon, we have introduced 2 extra groups this year. This project aims to reduce falls and improve mobility, and together with the follow-on maintenance classes funded by Livewell Southwest that we started last year for those completing the initial programme, has been hugely successful.

Meanwhile, our general Social Inclusion groups have supported 335 individuals over the year, facilitating meaningful connections and reducing isolation. Supporting those living with dementia and their informal carers continues to be a priority for us and in April, we were delighted to learn that we had been successful in our bid to the National Lottery's Community Fund for 5 years of funding for our Breathing Space programme. This scheme of work with separate spaces for those living with dementia and their carers co-located in the same buildings has been running for 2 years and the outcomes for both populations have been incredibly positive. We are therefore very grateful to be able to continue this important work,

Elder Tree has extremely robust partnerships and collaborative working agreements at both strategic and operational levels across the city and continues to work closely with Plymouth City Council, NHS Devon and Livewell Southwest to deliver services for older people and the surrounding areas. These partnerships have been crucial in the charity's continued success and contracts with all three organisations have been extended to 2026.

Although the charity's finances remain steady and projections indicate a solid year-end position, we recognise the changing funding landscape and growing competition for grants and therefore the importance of exploring new funding opportunities to strengthen our unrestricted funds. This year, we began developing corporate relationships to support our activities, successfully securing sponsorship for an annual event from a local property company and we aim to continue building partnerships with local businesses going forward to enhance the charity's flexibility and long-term sustainability.

I am proud that Elder Tree continues to serve as a vital resource for older people in the city and the charity has demonstrated resilience and adaptability in responding to developing needs and the changing funding environment. Our strong partnerships, committed volunteer network and sound financial management stand us in good stead for 2025/26 and beyond.



**Louise Barnes**  
**Chief Executive**

## Finance for the Year Ending 31st May 2025

### Income

The contracts we have in place with Plymouth City Council (“PCC”) generated a total of £565,590 this year. This figure includes income derived from our Befriending Support, Social Inclusion and Non-Dom Care Support Contracts.

As part of a wider Extra Care Housing scheme procurement process, we submitted a detailed bid to tender for the renewal of our Social Inclusion contract. Although our bid was the successful one, PCC subsequently decided the contract would not be awarded due to budgetary pressures. This contract therefore came to an end on the 31st March.

The remaining contracts with PCC were later awarded uplifts of 5% and in April, we were granted a further exceptional uplift of £31,683.

Our groups and activities have generated income of £138,243 including income from our Non-Dom Care Support activities of approximately £46,500. Excluding Non-Dom, the income raised was just over £91,700 and is an increase on last year’s figure. Non-Dom income is to reimburse us for shopping and expenses made on behalf of eligible beneficiaries, so results in a zero net gain. Our business model for running our groups has remained unchanged, in that attendance money received from beneficiaries is set towards group running costs and is never intended to be on a full costs recovery basis.

During this financial period we received £65,588 in relation to our Western Locality Strength and Balance programme, commissioned by NHS Devon. This income represents 2 separate years ending in March 2025 and 2026.

We have received £56,682 from Livewell Southwest which derives from our befriending service level agreement and strength and balance maintenance work. This also includes an addition amount to set up a pilot project for a lower limb social prescriber.

Our bid to the National Lottery Community Fund (“NLCF”), supporting our “Breathing Space” initiative to help family carers affected by dementia, was successful. This will be funded over 5 years and we received the first instalment of £11,721 in May. Our continuing “Active Men” grant from the NLCF also contributed £35,556 this year.

In conjunction with Devon County Council and PCC, we received funds to establish a sitting service to assist family carers. This generated a total of £29,049.

This year we have been grateful to receive donations of £12,151, which is an increase of 75% on last year’s figure. We are especially thankful to Wolferstans Solicitors, Apple Store Plymouth, Plympton Bowls Club, Royal Mail’s 300 Club and beneficiary George Gill for their kind donations. Plymouth Property Maintenance and Plymouth Property Sales also donated in support of our volunteer event. Other donations were made in memory of former beneficiaries and loved ones, as well as from our various groups including Singing for Fun.

This year the Screwfix Foundation provided a grant of £3,600 to assist with the external redecoration of our offices and to increase access to its loft space. Morrisons Foundation also awarded us with a grant of £2,520 to enable flat roof repairs.

Other income received this year includes a PCC Household Grant of £4,000 to help beneficiaries with essentials over the winter period, £1,787 from the University of Plymouth for student placements and a PCC Councillor grant of £375 to support another aspect of our Breathing Space initiative.

We have continued to take advantage of higher interest rates and reinvested our unrestricted funds in accounts at CAF Bank and United Trust Bank. These have accrued total interest of £5,319, a marked increase from last year's figure of £2,029.

Total income this year including interest was £935,209, which represents an increase of just over 14% compared to 2024's figure.

## **Expenditure**

Wages and oncosts are our biggest expenditure and totalled £690,229 this year.

The loss of the Extra Care Social Inclusion contract meant the charity would be unable to continue to support the long-term funding of these operations on its own. In the absence of identifying an alternative funder, we had to take the difficult decision of making 5 redundancies and redeploying 1 member of staff. Redundancy costs to the Charity were £32,096 and recognised TUPE obligations from when the staff originally transferred to the Elder Tree.

We began the year with 30 members of staff and during 12 months, 7 left our employment with 4 new joiners. An overall net loss of 3 members of staff. To assist with running and covering groups, we have continued to employ sessional workers where it has been cost effective to do so.

Our trustees awarded a 3% pay rise to staff in November as a reward for their performance over the year and to assist with, for a second year in a row, increased living costs.

Last year the expenditure related to our projects increased by just over 25%, however this year we have seen a more modest increase of 6%. The total cost of project expenditure was £88,694, an increase of £5,113 from last year's figure. Contributing towards this rise was the purchase of various items of equipment and the higher cost of food used in our groups. The expenditure from our Non-Dom expenditure is included within this figure but in combined with income received, this element should result in a zero net loss.

The venue rent that we pay has again risen by just under 14% this year, meaning our total expenditure was £56,704. A rise of £6,925 from last year's figure. These increases flow from higher energy costs at venues, but also reflect our Breathing Space initiative which requires the use of 2 spaces at a higher rental cost. We remain in favour of partnership working by supporting rent increases, but have had to withdraw from certain venues where we believed proposed increases were excessive.

Excluding DBS checks, volunteer travel expenses and associated costs have also decreased slightly to £2,271. Volunteers remain vital in helping to support our services and based upon over 5,000 befriending visits this year, would represent a paid employment amount equivalent to £94,000 at a minimum living wage level.

The introduction of a travel app to record staff travel more accurately and the relative stability of petrol prices meant that for a second year in a row, staff travel costs have

decreased. The costs of our telephone and internet services have also dropped by just over 20% as ownership of our mobile phone handsets has reduced contract costs.

Overall our expenditure totalled £877,985, a rise of just over 7% compared to last year.

### **In Year Profit**

After two years of decreasing deficits, we have made a surplus of £57,224 for this financial period. This has resulted from the continuing measures we have put in place to increase income and wherever possible, to reduce expenditure.

The balance of our accounts and cash in hand is £352,918 including £165 in petty cash. Unrestricted funds of just over £77,734 remain on deposit in our CAF Bank account and £52,244 is held within our United Trust Bank account.

Our remaining funds are held in our main Co-Operative Bank account and are allocated as £3,844 restricted funds and £218,931 unrestricted.

### **Future Financial Plan**

Our contracts for Befriending Support and Non-Dom Care Support with PCC have now been extended until October 2026. We shall be seeking to extend both contracts at that time and will await to see whether they will be the subject of an open tender process.

Both of these contracts represent Elder Tree's core funding, although we recognise that due to financial pressures affecting PCC and other councils across the country, it would be prudent not to be fully reliant on them in future. While these contracts allow us flexibility to seek additional income, finding other sources of funding that align with our charitable purpose is becoming increasingly important.

Although we have made a surplus this year, we are aware of how volatile costs have been over the past few years. With the introduction of a higher rate of employer's N.I.C. and media reports of the need for further tax rises, we will keep our operations closely under review to ensure we can adapt swiftly to any future changes.

### **Contingency Plans**

We would be given several months' notice of cancellation in the event our contracts with PCC were not renewed. An operating plan is in place should this occur.

It remains that our unrestricted funds are there to meet any deficits not covered by income in any particular financial year. These would enable our operations to continue should there be a significant withdrawal of external funding. The Charity considers it prudent to establish reserves to support 3 months of trading, but with a view towards working to 6 months.

We would endeavour to generate additional funds to support any new initiative or activity that might be of benefit to the Charity and as we value partnership working, would seek to involve both statutory and non-statutory organisations in the Plymouth area.

## THE ELDER TREE LTD

Profit and Loss account and Statement of financial activities for the year ended 31<sup>st</sup> May 2025

	Notes	Unrestricted funds 2025	Restricted funds 2025	Total funds 2025	Total funds 2024
		£	£	£	£
Grants & Other Income	3	153,421	776,468	929,889	817,746
Interest receivable		5,320		5,320	2,029
<b>Total incoming resources</b>		<b><u>158,741</u></b>	<b><u>776,468</u></b>	<b><u>935,209</u></b>	<b><u>819,775</u></b>
<b>Resources expended</b>					
Cost of generating funds	4	39,800		39,800	37,977
<i>Charitable activities</i>					
Project application	5		808,995	808,995	754,603
Governance costs	6	475	28,715	29,190	27,941
<b>Total resources expended</b>		<b><u>40,275</u></b>	<b><u>837,710</u></b>	<b><u>877,985</u></b>	<b><u>820,521</u></b>
<b>Net income resources being net movement in funds</b>					
		<b>118,466</b>	<b>(61,242)</b>	<b>57,224</b>	<b>(746)</b>
<i>Reconciliation of funds</i>					
<b>Total funds brought forward</b>		<b>229,883</b>	<b>65,086</b>	<b>294,969</b>	<b>294,969</b>
<b>Total funds carried forward</b>		<b>348,349</b>	<b>3,844</b>	<b>352,193</b>	

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

**THE ELDER TREE LTD**  
 Balance Sheet as at 31<sup>st</sup> May 2025

	Notes	2025	2024
		£	£
<b>Current assets</b>			
Cash at bank and in hand		352,918	295,444
Creditors: amounts falling due within one year	7	(725)	(475)
<b>Net current assets</b>		352,193	294,969
<b>Net assets</b>		<b><u>352,193</u></b>	<b><u>294,969</u></b>
General		348,349	229,883
Restricted funds		3,844	65,086
		<b><u>352,193</u></b>	<b><u>294,969</u></b>

The Directors are satisfied that the Company is entitled to exemption under Section 477 of the Companies Act 2006 relating to small companies and that no member or members have requested the Company to obtain an audit of its accounts for the year in question in accordance with Section 476.

The Directors acknowledge their responsibilities for ensuring that the Company keeps proper accounting records which comply with Section 386 of the Companies Act 2006 and for preparing financial statements which give a true and fair view of the state of affairs of the Company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirement of Sections 394 and 395 and which otherwise comply with the requirements of Companies Act 2006 relating to accounts so far as applicable to the Company.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small company's regime of the Companies Act 2006 and in accordance with the Financial Reporting Standard for smaller entities effective April 2008.

These financial statements were approved by the Directors and authorised for issue on the date below and signed on their behalf by:

Signed *Gene Tonkin* ..... Dated 19/11/25

I Tonkin – Chairperson for the Elder Tree Ltd

Signed *A Harris* ..... Dated 19/11/25

A Harris – Director of the Elder Tree Ltd

## THE ELDER TREE LTD

Notes to the Accounts for the year ended 31<sup>st</sup> May 2025

### 1 Accounting policies

**Accounting convention.** The accounts have been prepared in accordance with the Financial Reporting Standard FRS102 effective 1<sup>st</sup> January 2015, with specific presentation and disclosure requirements for small entities outlined in Section 1A Small Entities.

**Grants** are recognised in the Statement of Financial Activities in the period to which they relate. The SOFA distinguished between unrestricted and restricted funds.

**Resources expended** are recognised in the period in which they are incurred and include attributable VAT which cannot be recovered. Wherever possible these expenses are allocated to the particular activity to which they relate. However, certain costs are apportioned on a basis which is an estimate of the amount attributable to each activity. Charitable activities undertaken are analysed in Note 5 and Support Costs and their allocation are taken into consideration. Governance Costs are disclosed in Note 6.

**Depreciation** is provided to write off the costs of each asset over its expected useful life which in all cases is estimated to be four years. Items of equipment are capitalised where the purchase price exceeds £2,000.

**Taxation.** Based on information provided to HM Revenue & Customs they have confirmed that for tax purposes The Elder Tree Ltd is a charitable Company and therefore exempt from corporation tax.

**Pensions cost.** The charity makes payment in line with recommendations by the government into an employee's workplace pension scheme. The annual contributions payable are charged to the Statement of Financial Activities, in accordance with FRS102.

**Critical Accounting Estimates and Areas of Judgment.** Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

**Restricted funds.** Restricted funds are to be used for the specific purpose laid down by the donor. Expenditure which meets these criteria is charged to the fund.

**Unrestricted funds.** Unrestricted funds consist of funds which the charity may use for its purpose, at its discretion. It is the policy of the charity to ensure availability of adequate funds for present and future liabilities and in the event of a change in income circumstances.

**2 Legal status of the charity. The charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding up is limited to £1.**

## THE ELDER TREE LTD

Notes to the Accounts for the year ending 31<sup>st</sup> May 2025

### 3 Incoming resources from activities to further the charity's objectives

	Unrestricted funds 2025	Restricted funds 2025	Total funds 2025
	£	£	£
Supporting People		494,743	494,743
Project Income Generated	138,243		138,243
Non Dom Care Support		70,847	70,847
NHS Devon ICB		65,588	65,588
Livewell S.W.		56,682	56,682
NL – Community Fund		47,277	47,277
Devon County Council		29,049	29,049
Donations	12,151		12,151
PCC – Household Grant		4,000	4,000
Screwfix Foundation		3,600	3,600
Morrisons Foundation		2,520	2,520
University of Plymouth		1,787	1,787
Duplicate Payment Refunds	1,691		1,691
PCC – Polling Station	450		450
1 <sup>st</sup> Office - Photocopier	448		448
Improving Lives Plymouth	405		405
PCC – Councillor Grants		375	375
Emmanuel Church Refund	33		33
	<b><u>153,421</u></b>	<b><u>776,468</u></b>	<b><u>929,889</u></b>

The restricted income was in respect of all of our Befriending Projects

## THE ELDER TREE LTD

Notes to the Accounts for the year ended 31<sup>st</sup> May 2025

### 4 Cost of Generating Funds

	Unrestricted funds 2025	Restricted funds 2025	Total funds 2025
	£	£	£
Staff Costs	37,988		37,988
Stationery/Telephone etc.	1,812		1,812
	<u>39,800</u>		<u>39,800</u>

### 5 Charitable Activities: Project Applications

	Unrestricted funds 2025	Restricted funds 2025	Total funds 2025
	£	£	£
Staff Costs		542,960	542,960
Project Expenditure		88,694	88,694
Rent		56,704	56,704
Office Costs/Equipment		13,395	13,395
Staff Travel		6,367	6,367
Insurance		2,555	2,555
Telephone/Internet		3,561	3,561
Volunteer Expenses		3,088	3,088
Database/Website		955	955
Others		3,550	3,550
Training		974	974
Memberships		47	47
		<u>722,850</u>	<u>722,850</u>
Support costs and overheads (see note 6)		86,145	86,145
		<u>808,995</u>	<u>808,995</u>

Applied to all Elder Tree Befriending Projects

## THE ELDER TREE LTD

Notes to the Accounts for the year ended 31<sup>st</sup> May 2025

### 6 Support costs and overheads

	Unrestricted funds 2025	Restricted funds 2025	Total funds 2025
	£	£	£
Staff Costs		109,280	109,280
Insurance		2,554	2,554
Telephone/Internet		1,181	1,181
Office Costs		1,558	1,558
Database/Website		186	186
Travel		101	101
Rent		0	0
Independent Review	475		475
	<b><u>475</u></b>	<b><u>114,860</u></b>	<b><u>115,335</u></b>
Apportioned:			
Support Costs (5)		86,145	86,145
Governance	<u>475</u>	<u>28,715</u>	<u>29,190</u>
	<b><u>475</u></b>	<b><u>114,860</u></b>	<b><u>115,335</u></b>

Governance has been calculated as 25% of the total support costs on the basis of time spent together with the whole costs of the review.

### 7 Creditors: amount falling due within one year to include auditor's remuneration

Creditors: 725

### 8 Related Parties

No expenses were reimbursed to any of the trustees.



Section A Independent Examiner's Report

Report to the trustees: The Elder Tree Ltd

On accounts for the year ended: 31<sup>st</sup> May 2025 Charity no (if any): 1124248

Set out on pages: Spreadsheets

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of Association of Accounting Technicians

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

\* Please delete the words in the brackets if they do not apply.

Signed: [Signature] Date: 23/9/2025

Name: Sharon Soady

Relevant professional qualification(s) or body: MAAT

(if any):

Address:

**Section B Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

No items to disclose.  
Accounting records follow Statement of Recommended Practice (SORP)



**THE ELDER TREE LIMITED (VOLUNTARY VISITING SERVICE)**

England & Wales - Charity number 1124248

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# Accounts

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# **FINANCIAL STATEMENTS AND ANNUAL REPORT**

**Company Registration      5820675**

**Charity Registration      1124248**

**For the Financial Year  
To 31st May 2024**

**Registered Office: 3 Tresillian Street, Plymouth PL4 0QP**

**Contact: Louise Barnes, Chief Executive**

**Telephone: 01752 227447**

**e-mail: [admin@eldertreebefriending.co.uk](mailto:admin@eldertreebefriending.co.uk)**

**website: [www.eldertreeplymouth.co.uk](http://www.eldertreeplymouth.co.uk)**

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- **Report of the Management Board** **Page 5-8**
- **Financial Statement** **Page 9-11**
- **Statement of Financial Activities (P&L)** **Page 12**
- **Annual Balance Sheet** **Page 13**
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- **Auditor's Report** **Page 18**

## Introduction

It has been another busy but successful year for the Elder Tree which has seen the charity continue its vital work in alleviating social isolation and loneliness for older people across Plymouth and helping them to live independently for as long as possible.

We could not deliver what we do without our incredible team of dedicated volunteers. This year, volunteer engagement has remained strong, with new recruitment efforts helping to sustain the organisation's capacity and we held a wonderful celebration event in July to recognise and thank this special group of individuals for their contributions to the charity.

Our 30 staff members are another amazing group of people who go above and beyond to support our beneficiaries - I am very grateful to them for the invaluable work they do and this has been reflected in salary adjustments again this year. Following a smooth transition, our new Chief Executive and Operations Manager are now firmly ensconced in their respective roles after 16 months in post and the trustees are delighted with their leadership over the last 12 months. The last year has seen some changes in the Elder Tree team with 2 members of staff leaving us - 1 relocating and 1 moving on to pastures new - and 2 new members of staff joining us.

Effective governance and oversight of all areas of the organisation continue to be a priority. This year, we have said goodbye to Maureen Perilli who was a Trustee of the charity for many years. We are very grateful to Maureen for the dedication and commitment she has shown to the Elder Tree and wish her all the best for the future. Jo Beniston has joined us as a new Trustee this year and with her experience of both governance and district nursing, she will be a great asset to the Board.

This year has not been without its challenges, most notably the exponential rising rental costs we have been facing, and no doubt the coming year will present further tests. However, we remain committed to delivering an outstanding, trusted service to older people living in the city. As a founding member of the Elder Tree in 1994, I am proud that the charity remains a crucial resource for the community it serves and am delighted that, by adapting to changing needs and financial pressures while maintaining a strong volunteer base and diverse range of activities, it will be celebrating its 30th anniversary at the end of this year, marking three decades of impactful service to the elderly in Plymouth.



**Irene Tonkin**  
**Chairperson**

## LEGAL AND ADMINISTRATIVE DETAILS AS AT 31st MAY 2024

**Chair** Irene Tonkin - Founder

**Company Secretary (Non Exec)** Louise Barnes

**Directors** Annie Harris  
Diane Gavin  
Sally Parkes  
Jane Pawson  
Anne Blight  
Jo Beniston

**Chief Executive** Louise Barnes

**Operations Manager** Elliott Malone

**Business Manager** Fraser Ball

### Staff

Nadine Ball	Vicky Kimberley
Emma Bailey	Keely Lynn
Chantal Bracey	Donna Marshall
Paul Burdon	Holly McNamara
Adrian Cable	Susan Miller
Tonia Cleaver	Marie Nethercott
Denise Collinson	Tracy O'Halloran
Theresa Dunbar	Joanne Packham
Carole Elliott	Murray Parkin
Stacey Fowler	Trevor Priest
Linda Frost	Martha Schofield
Phillip Griffin	Yvonne Sullivan
Paula Hocking	Hazel White
Pam Ivey	

**Registered Office** 3 Tresillian Street Plymouth PL4 0QP

**Company Registration** 5820675

**Charity Registration** 1124248

**Independent Examiner** Sharon Soady  
Payroll and Bookkeeping Services

**Bankers** Co-operative Bank PLC  
PO Box 250  
Delft Street  
SKELMERSDALE N8 6WT

## **Report of the Management Board**

### **The Trustees present their report for the financial year to 31 May 2024**

#### **Charitable Object:**

The Company is governed by its Memorandum and Articles of Association. These state that the Company's main object is:

'To assist, comfort and guide older people who may be in distress by reason of poverty, ill-health, loneliness, social isolation or any other cause; to promote, encourage and foster any objects which may be for the common good of older people resident within Plymouth and the surrounding area'.

#### **Principal Activities:**

- We support over 1700 beneficiaries with the help of 180 amazing volunteers.
- We deliver 93 weekly social inclusion activities in 51 locations close to where people live, with a footprint across the whole city.
- We support 105 of our most vulnerable and housebound beneficiaries in their homes with a volunteer befriender
- The charity delivers an extremely wide range of weekly activities including Active Lives groups, Active Men's clubs, Craft groups, Coffee and Advice mornings, Lunch and Supper clubs, IT classes, Choirs and Dementia Support groups.
- Physical activity is a key component of what we do and across our Active Lives and Active Men's groups, we deliver 60 weekly exercise based activities. These include Seated and Standing Exercise, Tai Chi, Pilates, Cardio Fit, Walking Groups, Bowling and Kurling, engaging over 900 of our beneficiaries each week.
- Working with NHS Devon and Livewell Southwest, we deliver a specific 24 week Strength and Balance Falls Prevention programme in six locations across Plymouth, West Devon and the South Hams with 72 beneficiaries taking part at any one time.
- We support 210 beneficiaries in 5 Extra Care schemes delivering a full programme of daily social inclusion activities every week in each venue.
- We work with Adult Social Care and Plymouth City Council with Additional Services provision fulfilling non-domiciliary parts of care packages such as shopping, pharmacy collections and befriending, delivering approximately 4600 hours of support in the year.

#### **Description of the Company's Organisation:**

The Company is run by a Board of Trustees and is supported by 180 volunteers and 30 paid staff: the Chief Executive, Operations Manager, Business Manager and 27 Project and Support Workers.

### **Trustees Interests:**

No Trustee has a beneficial interest in the Company.

### **Trustees Responsibilities:**

The Trustees are responsible for the Company in line with the relevant legislation for companies limited by guarantee and registered charities. They oversee the activities of the charity against a robust Assurance and Governance Framework and conduct routine Assurance and Governance visits and report their findings formally to the Management Board.

### **Inaugural General Meeting:**

The Elder Tree Ltd was incorporated on 17 May 2006 but it was entitled to an exemption under Section 249A (2) of the Companies Act 1985. The Company started trading on 1 June 2008 and held its Inaugural General Meeting on 23 July 2008.

### **Meetings of the Board of Trustees:**

8 August	2023
26 September	2023
28 November	2023
30 January	2024
25 March	2024
28 May	2024

In addition, individual Trustees conducted Governance and Assurance checks on the following dates:

Financial Assurance	13 September 2023	
Contract Assurance	1 November 2023	17 May 2024
Volunteers	13 September 2023	24 April 2024
Referral Pathway	23 November 2023	13 May 2024
HR Systems/Security/Digital/Evaluation	4 October 2023	24 April 2024
Active Lives	19 October 2023	9 May 2024
Active Men	3 October 2023	3 March 2024
Policies and Procedures	13 November 2023	

### **Employees and Volunteers:**

Company staff and volunteers are recruited and employed in accordance with our Equality and Recruitment policies.

### **Trustees:**

The Board of the Elder Tree Ltd is made up of 7 Trustees who reflect the communities and beneficiaries we serve; two of the Trustees are also beneficiaries and one is a volunteer.

The original Trustees were elected in 2006 for a three year term. Maureen Perilli stood down in January 2024 and Sally Parkes is currently under review after the end of her 3 year term and her future tenure with the charity will be determined at the 24 September 2024 Management Board meeting.

Irene Tonkin - Chair (2026)  
Diane Gavin (2026)  
Sally Parkes (2024)  
Annie Harris (2028)  
Jane Pawson (2026)  
Anne Blight (2028)  
Jo Beniston (2027)

### **Annual Summary:**

Elder Tree continues to grow and succeed, maintaining its core mission to reduce social isolation and loneliness in older people, and is currently supporting over 1,700 beneficiaries. Referrals continue to average between 65 and 70 per month with a growing number of these being for people in their 50s and/or requiring support for complex mental health issues. Attendance levels at activity groups are consistently high, indicating the strong need for our support. Over the last 12 months, the organisation has engaged more beneficiaries through expansion of its services, at the same time recruiting new volunteers to keep pace with the increasing demand. This volunteer base now includes over 180 active individuals who remain essential to Elder Tree's ability to deliver its services.

Physical health remains a priority for the charity, with the Active Lives and Active Men groups engaging more than 900 beneficiaries in regular physical activity each week, helping to maintain their health and wellbeing. The Strength and Balance programmes, funded by NHS Devon and Livewell Southwest, aimed at reducing falls and improving mobility, have been at capacity and this year has also seen the development of Maintenance Strength and Balance classes in Plymouth for people to move on to if they require further support after the initial 24 week programme.

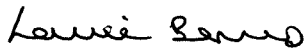
Another key focus for the organisation continues to be dementia and the Breathing Space programme, funded by the Rank Foundation and Livewell Southwest, which commenced last year has further expanded over the last 12 months bringing the total number of groups to 7. This programme provides essential peer support and respite for carers of those living with dementia.

Strong, strategic partnerships have been fundamental to Elder Tree's enduring success and the organisation continues to work closely with Plymouth City Council, NHS Devon and Livewell Southwest to deliver services for older people across Plymouth and the surrounding areas. Our contracts with Plymouth City Council for Befriending and Non-Domiciliary Services have been extended until August 2025 and Extra Care Social Inclusion has been extended until March 2025. All Extra Care contracts were put out to tender earlier this year and we made our submission for the Social Inclusion element earlier this month – we are awaiting the results which should be announced in November.

One of the main challenges Elder Tree has faced over the last two years is the exponential rise in rental costs across all the venues we use to deliver activity in the city. Uplifts in

funding from Plymouth City Council and the National Lottery this year have helped to offset these and the charity's financial health remains stable with forecasts showing a strong end-of-year balance. However, the organisation continues to seek additional funding options to support the ongoing increased operational costs.

The Elder Tree has a long-standing commitment to supporting older adults in Plymouth and the surrounding areas and, by continuing to foster strong partnerships, engage volunteers, and manage its finances effectively, it is well-positioned to maintain its impact into 2024/25 and beyond.



**Louise Barnes**  
**Chief Executive**

## Finance for the Year Ending 31st May 2024

### Income

Our Befriending Support, Social Inclusion and Non-Dom Care Support Contracts with Plymouth City Council (“PCC”) have generated income of £538,447 this year. This is an increase of 6% from last year’s figure and reflects uplifts that were kindly granted to recognise the difficulties we faced with increased rent and other costs.

Income generated from our Non-Dom Care Support activities totalled £52,019 and is there to reimburse us for shopping and other expenditure made on behalf of eligible beneficiaries. This offset therefore results in a zero net gain. In line with earlier years, this income has been included under our Supporting People heading to bring the total income for the year to £590,466. To reflect its increasing significance, we shall look to establish a separate income line going forward.

Our groups and activities generated income of £91,420 which is slightly down on last year’s figure but in context, is still higher than 2022’s total of £65,205. While the actual number of groups increased, throughout the year weekly classes were subject to a higher rate of cancellation. Extended staff absence, venue refurbishment or relocation and reasons such as heating failures meant fewer attendees and in turn, fewer attendance fees. The £1 increase to attendance fees just before the year however, helped to mitigate this disruption.

These groups are run in locations where there is a need for them and are not run to make a profit. The attendance money we receive from beneficiaries helps towards the costs of running a group but in line with our existing business model, is not intended to cover the full costs of running it.

The Rank Foundation has provided a grant of £29,672 to continue funding our Breathing Space initiative to support the carers of people with dementia. They also provided other grants this year of £14,680 to assist with the cost of living crisis and £2,577 to help purchase essential equipment.

Incorporating our befriending service level agreement and commissioned strength and balance work, Livewell Southwest provided total of income of £36,737 inclusive of a credit from last year.

A further £35,149 was received in respect of our “Active Men” grant from the National Lottery Community Fund which included an additional cost of living uplift.

This year we have been grateful to receive increased donations of £6,930 with the largest one being a bequest of £3,000 from a former beneficiary. Other donations have also been made in memory of former beneficiaries and loved ones, as well as from individuals and a couple of organisations.

A 2 month extension to our Strength and Balance programme commissioned by NHS Devon ICB has earned an additional £3,372 plus some travel costs this year.

Other income includes a further Household Grant of £2,800 made by PCC to help our beneficiaries with food and essentials over the winter period and by assisting student placements, we have received a total of £1,054. To enable us to purchase specific items of equipment, we also benefitted from PCC Councillor grants amounting to £1,000.

Due to the increase in interest rates, the unrestricted funds invested and reinvested in our CAF Bank Fixed Rate Saver Accounts yielded interest of £2,029, up significantly from last year's figure of £525.

While our income last year had dropped by just over 10%, this year it has risen by over 12%. Our overall income including interest therefore amounted to £819,775.

### **Expenditure**

Our biggest expenditure relates to wages and oncosts and compared to last year, there was a slight downward movement in our overall staffing costs. 2 members of staff left but both roles were filled straightaway leading to a zero net movement in staff numbers. We anticipated a cost saving this year with one less employee and this helped to fund the 4% pay rise our Trustees awarded to most staff, rewarding them for their continued performance and to help with increased living costs.

In order to cover certain groups, we have continued to employ sessional workers where cost effective to do so.

Our expenditure relating to our projects has increased by just over 25% this year which reflects higher costs affecting the food and equipment used in our groups. We have also increased the services of an outside company to assist with our specific Cardio Fit and strength and balance groups, which have also contributed to these higher costs. The expenditure from our Non-Dom Care Support activities is also included, but in line with income received this element should result in a zero net loss.

Following on from last year, the rent that we pay to use various venues has continued to rise and we have seen a further increase of 13% on top of last year's 40% rise. This reflects the ongoing concerns venues have about increased energy costs and have led some to review hire charges on a more regular basis. While we have been very supportive of venues that are facing such difficulties in line with our ethos for partnership working, we will be finding alternative venues in a few cases where we feel unable to support too higher increases.

This year staff travel costs have reduced due in part to the lowering of petrol prices and the return to our usual lower mileage rate for staff reimbursement. The roll out of a new travel app will make recording journey information easier for all staff, while also making it more accurate by using GPS data. Volunteers are vital in helping to run and support our services and their travel expenses and costs rose slightly.

Telephone costs have increased as we have entered into a new contract with an alternative telecoms provider, after encountering reliability issues and poor service from our old company. While slightly more expensive, this new contract provides a fibre optic connection for both telephone lines and internet, while also improving functionality to help staff save time and provide a better service to external callers. These increased costs also reflect additional members of staff opting to have mobile phones for business use.

Other expenditure has remained largely unchanged compared to last year with the exception of our office running costs that have dropped by almost 20% and lower insurance premiums based upon a revised broker recommendation.

Our Board will review our budget lines on a regular basis and using our monthly Forecast of Outturn statements as a guide, these will be carefully managed to ensure we continue to operate efficiently. Overall our expenditure totalled £820,521, a rise of just over 2% compared to last year.

### **In Year Profit**

For the second year running, we have posted an end of year deficit. Due to the measures we put in place throughout this year however, this deficit amounted to £746 and was greatly reduced from last year's figure of £75,617.

The balance of our accounts and cash in hand is £295,444. Unrestricted funds of just over £75,100 remain on deposit and were reinvested in a new issue CAF Bank Fixed Rate Saver account. A second unrestricted amount of £50,000 was invested in a new savings account with United Trust Bank for a shorter investment term. This was to ensure the funds would be quicker to access if necessary and that they remained within the scope of the Financial Services Compensation Scheme (FSCS).

Our main Co-Operative Bank account holds the remaining balance of funds which are allocated as £105,257 unrestricted and £65,086 restricted.

### **Future Financial Plan**

Our Befriending Support and Non-Dom Care Support Contracts with PCC have now been extended until August 2025. We shall be seeking to continue both contracts at that time.

As part of a wider Extra Care Housing scheme procurement, our Social Inclusion contract was put up for open tender by PCC. After submitting our detailed bid, we await to see if it will be successful. Depending on the outcome, we are prepared to recruit further staff or TUPE our existing staff members across to the new provider. In the meantime the existing contract has been extended until March 2025.

These contracts represent Elder Tree's core funding and allow us the flexibility to seek additional income from other funders. We shall also continue to identify alternative funding streams where appropriate.

While we have been able to weather the direct or indirect effects of the cost of living crisis, we shall maintain a watch on our operations to ensure we can respond quickly to any future cost rises.

### **Contingency Plans**

Should our contracts with PCC not be renewed, we would be given several months' notice of cancellation and we have an operating plan in place should this occur.

As we have demonstrated over the past 2 years, our unrestricted funds are there to meet any deficits not covered by income in any particular financial year. These are there to enable us to continue operations should there be a major withdrawal of external funding. The Charity considers it prudent to establish reserves to support 3 months of trading, with a view to working towards 6 months.

We value partnership working with both statutory and non-statutory organisations in the Plymouth area and would endeavour to generate additional funds to support any new initiative or activity that might be of benefit to the Charity.

## THE ELDER TREE LTD

Profit and Loss account and Statement of financial activities for the year ended 31<sup>st</sup> May 2024

	Notes	Unrestricted funds 2024	Restricted funds 2024	Total funds 2024	Total funds 2023
		£	£	£	£
Grants & Other Income	3	100,213	717,533	817,746	727,830
Interest receivable		2,029		2,029	525
<b>Total incoming resources</b>		<b><u>102,242</u></b>	<b><u>717,533</u></b>	<b><u>819,775</u></b>	<b><u>728,355</u></b>
<b>Resources expended</b>					
Cost of generating funds	4	37,977	0	37,977	41,053
<i>Charitable activities</i>					
Project application	5		754,603	754,603	734,294
Governance costs	6	475	27,466	27,941	28,625
<b>Total resources expended</b>		<b><u>38,452</u></b>	<b><u>782,069</u></b>	<b><u>820,521</u></b>	<b><u>803,972</u></b>
<b>Net income resources being net movement in funds</b>					
		<b>63,790</b>	<b>(64,536)</b>	<b>(746)</b>	<b>(75,617)</b>
<i>Reconciliation of funds</i>					
<b>Total funds brought forward</b>		<b>166,093</b>	<b>129,622</b>	<b>295,715</b>	<b>295,715</b>
<b>Total funds carried forward</b>		<b>229,883</b>	<b>65,086</b>	<b>294,969</b>	

The statement of financial activities includes all gains and losses recognised in the year.

All incoming resources and resources expended derive from continuing activities.

**THE ELDER TREE LTD**  
Balance Sheet as at 31<sup>st</sup> May 2024

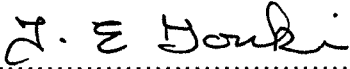
	Notes	2024	2023
		£	£
<b>Current assets</b>			
Cash at bank and in hand		295,444	296,190
Creditors: amounts falling due within one year	7	(475)	(475)
<b>Net current assets</b>		294,969	295,715
<b>Net assets</b>		<u>294,969</u>	<u>295,715</u>
General		229,883	166,093
Restricted funds		65,086	129,622
		<u>294,969</u>	<u>295,715</u>

The Directors are satisfied that the Company is entitled to exemption under Section 477 of the Companies Act 2006 relating to small companies and that no member or members have requested the Company to obtain an audit of its accounts for the year in question in accordance with Section 476.

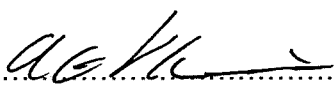
The Directors acknowledge their responsibilities for ensuring that the Company keeps proper accounting records which comply with Section 386 of the Companies Act 2006 and for preparing financial statements which give a true and fair view of the state of affairs of the Company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirement of Sections 394 and 395 and which otherwise comply with the requirements of Companies Act 2006 relating to accounts so far as applicable to the Company.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small company's regime of the Companies Act 2006 and in accordance with the Financial Reporting Standard for smaller entities effective April 2008.

These financial statements were approved by the Directors and authorised for issue on the date below and signed on their behalf by:

Signed.....  ..... Dated

I Tonkin – Chairperson for the Elder Tree Ltd

Signed.....  ..... Dated

A Harris – Director of the Elder Tree Ltd

## THE ELDER TREE LTD

Notes to the Accounts for the year ended 31<sup>st</sup> May 2024

### 1 Accounting policies

#### Accounting convention

The accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities effective April 2008 and follow the recommendation in accounting and reporting by charities.

**Grants** are recognised in the Statement of Financial Activities in the period to which they relate. The SOFA distinguished between unrestricted and restricted funds.

**Resources expended** are recognised in the period in which they are incurred and include attributable VAT which cannot be recovered. Wherever possible these expenses are allocated to the particular activity to which they relate. However, certain costs are apportioned on a basis which is an estimate of the amount attributable to each activity. Charitable activities undertaken are analysed in Note 5 and Support Costs and their allocation are taken into consideration. Governance Costs are disclosed in Note 6.

**Depreciation** is provided to write off the costs of each asset over its expected useful life which in all cases is estimated to be four years. Items of equipment are capitalised where the purchase price exceeds £2,000.

**Taxation.** Based on information provided to HM Revenue & Customs they have confirmed that for tax purposes The Elder Tree Ltd is a charitable Company and therefore exempt from corporation tax.

**Pensions cost.** The charity makes payment in line with recommendations by the government into an employee's workplace pension schemes. The annual contributions payable are charged to the Statement of Financial Activities, in accordance with FRS17.

**Critical Accounting Estimates and Areas of Judgment** Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

**Restricted funds.** Restricted funds are to be used for the specific purpose laid down by the donor. Expenditure which meets these criteria is charged to the fund.

**Unrestricted funds.** Unrestricted funds consist of funds which the charity may use for its purpose, at its discretion. It is the policy of the charity to ensure availability of adequate funds for present and future liabilities and in the event of a change in income circumstances.

**2 Legal status of the charity. The charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding up is limited to £1.**

## THE ELDER TREE LTD

Notes to the Accounts for the year ending 31<sup>st</sup> May 2024

### 3 Incoming resources from activities to further the charity's objectives

	<b>Unrestricted funds 2024</b>	<b>Restricted funds 2024</b>	<b>Total funds 2024</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Supporting People		590,466	590,466
Project Income Generated	91,420		91,420
Rank Foundation		46,929	46,929
Livewell S.W.		36,737	36,737
NL – Community Fund		35,149	35,149
Donations	6,930		6,930
NHS Devon ICB		3,398	3,398
PCC – Household Grant		2,800	2,800
EDF Energy Refund	1,200		1,200
PCC – Councillor Grants		1,000	1,000
University of Plymouth		854	854
PCC – Polling Station	450		450
PDSE/Dental Students		200	200
Improving Lives Plymouth	113		113
PCC – Parking Permit Refund	100		100
	<b><u>100,213</u></b>	<b><u>717,533</u></b>	<b><u>817,746</u></b>

The restricted income was in respect of all of our Befriending Projects

## THE ELDER TREE LTD

Notes to the Accounts for the year ended 31<sup>st</sup> May 2024

### 4 Cost of Generating Funds

	Unrestricted funds 2024	Restricted funds 2024	Total funds 2024
	£	£	£
Staff Costs	36,379		36,379
Stationery/Telephone etc.	1,598		1,598
	<u>37,977</u>		<u>37,977</u>

### 5 Charitable Activities: Project Applications

	Unrestricted funds 2024	Restricted funds 2024	Total funds 2024
	£	£	£
Staff Costs		510,051	510,051
Project Expenditure		83,581	83,581
Rent		49,779	49,779
Office Costs/Equipment		10,278	10,278
Staff Travel		6,751	6,751
Insurance		2,250	2,250
Telephone/Internet		4,456	4,456
Volunteer Expenses		2,966	2,966
Database/Website		913	913
Others		585	585
Training		561	561
Memberships		35	35
		<u>672,206</u>	<u>672,206</u>
Support costs and overheads (see note 6)		82,397	82,397
		<u>754,603</u>	<u>754,603</u>

**Applied to all Elder Tree Befriending Projects**

## THE ELDER TREE LTD

Notes to the Accounts for the year ended 31<sup>st</sup> May 2024

### 6 Support costs and overheads

	Unrestricted funds 2024	Restricted funds 2024	Total funds 2024
	£	£	£
Staff Costs		104,709	104,709
Insurance		2,250	2,250
Telephone/Internet		1,420	1,420
Office Costs		1,136	1,136
Database/Website		178	178
Travel		170	170
Rent		0	0
Independent Review	475		475
	<b><u>475</u></b>	<b><u>109,863</u></b>	<b><u>110,338</u></b>
Apportioned:			
Support Costs (5)		82,397	82,397
Governance	<u>475</u>	<u>27,466</u>	<u>27,941</u>
	<b><u>475</u></b>	<b><u>109,863</u></b>	<b><u>110,338</u></b>

Governance has been calculated as 25% of the total support costs on the basis of time spent together with the whole costs of the review.

### 7 Creditors: amount falling due within one year to include auditor's remuneration

Creditors: 475

### 8 Related Parties

No expenses were reimbursed to any of the trustees.

THE ELDER TREE LTD

16.9.24

Reviewers Report

Independent Review Report  
To the Trustees of the Elder Tree Ltd

I have reviewed the accounts of the Elder Tree Ltd in order to assist you to fulfil your duties under the Companies Act 2006 for the year ended 31 May 2024 which comprise the Profit and Loss Account, the Balance Sheet and related notes.

**Responsibilities of the Trustees**

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's trustees consider that a full audit is not required for the year (under section 43 (2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed. It is my responsibility to examine the Accounts (under section 43 (3) (a) of the 1993 Act) and to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners (under section 43 (7) (b) of the 1993 Act) and to state whether particular matters have come to my attention.

**Independent Examiners Report**

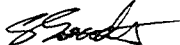
For the Financial year ended 31 May 2024 the company was entitled to exemption from audit under Section 477 Companies Act 2006. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these financial statements under the requirements of the Companies Act 2006.

The trustees acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and if its profit or loss for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to small company's regime of the Companies Act 2006 and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

There is strong evidence throughout the accounts of the Trustees regular involvement to adhere to the Governance of the Financial Affairs.

The information given in the trustees report is consistent with the accounts.



Sharon Soady MAAT/MIP  
Independent Review



**THE ELDER TREE LIMITED (VOLUNTARY VISITING SERVICE)**

England & Wales - Charity number 1124248

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# Accounts

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# **FINANCIAL STATEMENTS AND ANNUAL REPORT**

**Company Registration      5820675**

**Charity Registration      1124248**

**For the Financial Year  
To 31st May 2023**

**Registered Office: 3 Tresillian Street, Plymouth PL4 0QP**

**Contact: Louise Barnes, Chief Executive**

**Telephone: 01752 227447**

**e-mail: [admin@eldertreebefriending.co.uk](mailto:admin@eldertreebefriending.co.uk)**

**website: [www.eldertreeplymouth.co.uk](http://www.eldertreeplymouth.co.uk)**

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## Introduction

It has been another challenging year for the Elder Tree as our existing beneficiaries have grappled with coming to terms with life post Covid-19 and the charity has experienced a considerable increase in the number of new beneficiaries requiring our support. However, it has also been a great year with the return of some of the annual events that we were unable to run for the previous two years because of the pandemic – notably, the Barn Dance and Birmingham Royal Ballet workshop day which really stand out as two highlights of the last 12 months.

We have also been delighted to receive funding from the Rank Foundation this year. The first grant was part of their Plymouth Participatory Grantmaking Programme and will support our new dementia carer project for the next 2 years and the second comprised 2 Cost of Living grants which have helped with the exponential rent increases we have experienced in this last year. We are very appreciative of this support from the Rank Foundation.


The last 12 months have also seen some changes in the Elder Tree team with 4 members of staff retiring, 1 relocating, 1 moving on to pastures new and 5 new members of staff joining us. The most significant departure was that of Robbie Nairn, CEO for 16 years, whose passion and drive shaped the charity into the well-respected organisation it is today. He will be greatly missed but his incredible contribution to the lives of older people across the city will not be forgotten and we wish him all the very best for his retirement. Robbie has been replaced by Louise Barnes, former Operations Manager for the charity, and her previous role has been filled by former Trustee, Elliott Malone. Because both of these individuals have a long and invested history with the charity, the move into their respective roles has been seamless for both the beneficiaries and staff alike and the Trustees are delighted with the smooth transition.

This year we have also said goodbye to Barbara James, one of our long-standing Trustees who has relocated. We are very grateful to her for the dedication and commitment she has shown to the charity over the years. Anne Blight has joined us as a Trustee this year; as an Elder Tree beneficiary and volunteer for many years, Anne will be a wonderful asset to the Board.

As we come out of the other side of the Covid period, we reflect on how much the charity has grown in terms of numbers of beneficiaries and activities delivered compared to the pre-pandemic days. However, what is clearly evident is that the charity has never wavered from the core values and ethos that were set out by the co-founders in 1994 and alleviating social isolation and loneliness remains at the very heart of what Elder Tree does.

The coming year will no doubt present further challenges and we will continue to work with our partners to support our beneficiaries through the continuing cost of living crisis. Despite these demands, I have absolute faith that the charity will continue to deliver the exemplary support that is recognised across the city and maintain its reputation as a trusted voice and advocate for older people living in Plymouth.

Irene Tonkin  
Chairperson



## LEGAL AND ADMINISTRATIVE DETAILS AS AT 31st MAY 2023

<b>Chair</b>	Irene Tonkin - Founder
<b>Company Secretary (Non Exec)</b>	Louise Barnes
<b>Directors</b>	Annie Harris Diane Gavin Maureen Perilli Sally Parkes Jane Pawson Anne Blight
<b>Chief Executive</b>	Louise Barnes
<b>Operations Manager</b>	Elliott Malone
<b>Business Manager</b>	Fraser Ball

### Staff

Nadine Ball	Vicky Kimberley
Chantal Bracey	Keely Lynn
Paul Burdon	Donna Marshall
Adrian Cable	Holly McNamara
Phoebe Cleaver	Susan Miller
Tonia Cleaver	Marie Nethercott
Denise Collinson	Tracy O'Halloran
Theresa Dunbar	Joanne Packham
Carole Elliott	Murray Parkin
Stacey Fowler	Trevor Priest
Linda Frost	Martha Schofield
Phillip Griffin	Yvonne Sullivan
Colleen Harrington	Hazel White
Paula Hocking	

**Registered Office** 3 Tresillian Street Plymouth PL4 0QP

**Company Registration** 5820675

**Charity Registration** 1124248

**Independent Examiner** Sharon Soady  
Payroll and Bookkeeping Services

**Bankers** Co-operative Bank PLC  
PO Box 250  
Delft Street  
SKELMERSDALE N8 6WT

*Handwritten signature/initials*

## **Report of the Management Board**

### **The Trustees present their report for the financial year to 31 May 2023**

#### **Charitable Object:**

The Company is governed by its Memorandum and Articles of Association. These state that the Company's main object is:

'To assist, comfort and guide older people who may be in distress by reason of poverty, ill-health, loneliness, social isolation or any other cause; to promote, encourage and foster any objects which may be for the common good of older people resident within Plymouth and the surrounding area'.

#### **Principal Activities:**

- We support over 1600 beneficiaries with the help of 175 amazing volunteers.
- We deliver 92 weekly social inclusion activities in 51 locations close to where people live, with a footprint across the whole city.
- We support 99 of our most vulnerable and housebound beneficiaries in their homes with a volunteer befriender
- The charity delivers an extremely wide range of weekly activities including Active Lives groups, Active Men's clubs, Craft groups, Coffee and Advice mornings, Lunch and Supper clubs, IT classes, Choirs and Dementia Support groups.
- Physical activity is a key component of what we do and across our Active Lives and Active Men's groups, we deliver 58 weekly exercise based activities. These include Seated and Standing Exercise, Tai Chi, Pilates, Cardio Fit, Walking Groups, Bowling and Kurling, engaging over 900 of our beneficiaries each week.
- Working with NHS Devon and Livewell Southwest, we deliver a specific 24 week Strength and Balance Falls Prevention programme in six locations across Plymouth, West Devon and the South Hams with 72 beneficiaries taking part at any one time.
- We support 205 beneficiaries in 5 Extra Care schemes delivering a full programme of daily social inclusion activities every week in each venue.
- We work with Adult Social Care and Plymouth City Council with Additional Services provision fulfilling non-domiciliary parts of care packages such as shopping, pharmacy collections and befriending, delivering approximately 4600 hours of support in the year.

#### **Description of the Company's Organisation:**

The Company is run by a Board of Trustees and is supported by 175 volunteers and 30 paid staff: the Chief Executive, Operations Manager, Business Manager and 27 Project and Support Workers.

### **Trustees Interests:**

No Trustee has a beneficial interest in the Company.

### **Trustees Responsibilities:**

The Trustees are responsible for the Company in line with the relevant legislation for companies limited by guarantee and registered charities. They oversee the activities of the charity against a robust Assurance and Governance Framework and conduct routine Assurance and Governance visits and report their findings formally to the Management Board.

### **Inaugural General Meeting:**

The Elder Tree Ltd was incorporated on 17 May 2006 but it was entitled to an exemption under Section 249A (2) of the Companies Act 1985. The Company started trading on 1 June 2008 and held its Inaugural General Meeting on 23 July 2008.

### **Meetings of the Board of Trustees:**

19 July	2022
27 September	2022
29 November	2022
31 January	2023
28 March	2023
30 May	2023

In addition, individual Trustees conducted Governance and Assurance checks on the following dates:

Financial Assurance	7 September 2022	15 March 2023
Contract Assurance	24 October 2022	20 April 2023
Active Volunteers	28 September 2022	22 March 2023
Referral Pathway	19 October 2022	24 April 2023
HR Systems, Security, Digital	4 October 2022	21 March 2023
Evaluation	10 October 2022	9 May 2023
Active Lives	13 October 2022	11 May 2023
Active Men	23 August 2022	21 March 2023
Policies and Procedures	19 October 2022	

### **Employees and Volunteers:**

Company staff and volunteers are recruited and employed in accordance with our Equality and Recruitment policies.

## **Trustees:**

The Board of the Elder Tree Ltd is made up of 7 Trustees who reflect the communities and beneficiaries we serve; two of the Trustees are also beneficiaries and one is a volunteer.

The original Trustees were elected in 2006 for a three year term. The Trustees currently under review after the end of their 3 year term are Irene Tonkin, Maureen Perilli, Diane Gavin and Jane Pawson and their future tenure with the charity will be determined at the 3 October 2023 Management Board meeting.

Irene Tonkin - Chair (2023)  
Maureen Perilli (2023)  
Diane Gavin (2023)  
Sally Parkes (2024)  
Annie Harris (2025)  
Jane Pawson (2023)  
Anne Blight (2025)

## **Annual Summary:**

After two years of supporting our beneficiaries through the challenging Covid lockdowns and subsequent re-emerging period, this last 12 months has seen our service resume its normal operation. It has remained a challenging time as many of our more vulnerable beneficiaries have required the continued additional support from our staff to regain their confidence to return to activities but, as always, the team has been outstanding. We were very fortunate to sustain a high number of volunteers throughout the pandemic and they continue to be unwavering in their support of the charity - we are indebted to the commitment and dedication of this very special group of people.

This year, we have developed our offer for individuals living with dementia and their carers. Those living with dementia are welcome at any of our activities but we also have a specific dementia programme for those requiring more specialised support which includes reminiscence sessions, a dementia choir and a specific men's sporting themed group run in partnership with Argyle Community Trust. This year, we have started to roll out a programme of specific carers groups co-located alongside our dementia groups to give carers a breathing space away from the person they care for. It is becoming increasingly apparent that familial carers for people living with dementia need that time out but often do not want to be far away from their loved one. The new programme addresses this issue and has got off to a flying start.

Our Strength and Balance Falls prevention programme has also developed this year. We have been delivering this in Plymouth since 2019 but, following a request from NHS Devon, this year has seen it expand into West Devon and the South Hams and we now provide this service in Tavistock, Ivybridge and Kingsbridge as well.

The challenge for us going forward is the exponential growth in older people who need our support. Over the past 12 months, we have seen a significant increase in the number of referrals to us and currently, on average, we are receiving 70 referrals a month. In addition,

the level of complexity in these referrals is also increasing with a large proportion of the beneficiaries having long term physical and/or mental health conditions. We have also seen a marked increase in referrals for people in their 50s, the vast majority of whom have complex health issues. This is demanding and has stretched the criteria of who we support but we recognise that the increase in referrals reflects the pressures that our statutory partners are facing and we are offering support options and solutions to successfully integrate these individuals into our activities as we know that this increased activity is very much preventative in nature and helps to reduce demand for primary, secondary and social care services.

We continue to deliver 48 weeks of provision each year to ensure that support is regular, consistent and ongoing and, as well as at groups, our project workers maintain contact with individuals in between sessions on the phone or at home visits if necessary and appropriate. We see this as crucial in maintaining continuity and providing effective support to our beneficiaries.

The past 12 months have been demanding and there is little sign of need or activity levels abating in the future. However, our partnerships are strong and the contracts we hold with Plymouth City Council have been extended to April 2025. We remain determined to continue delivering an outstanding and exciting set of opportunities to older people resident in the Plymouth and surrounding areas.



**Louise Barnes**  
**Chief Executive**

## **Finance for the Year Ending 31st May 2023**

### **Income**

This year our Befriending Support, Social Inclusion and Non-Dom Care Support Contracts with Plymouth City Council (“PCC”) have generated income totalling £506,415. While this figure is slightly lower than last year, it still represents just under 70% of our total income figure.

Our groups and activities have been able to generate income of £104,097, up significantly from last year’s figure of £65,205. Our business model remains unchanged in that any attendance money received is set towards group running costs but is not intended to recover the full costs incurred. Our volunteers are also vital in helping to run and support our services.

The income generated from our Non-Dom Care Support activities is there to reimburse us for shopping and other expenditure made on behalf of certain beneficiaries. As this income is used as an offset, there should be a zero net gain.

Our Strength and Balance programme commissioned by NHS Devon ICB has earned £34,845 during our financial year. This funding covers a 2 year period.

We have received an additional £32,008 from the National Lottery Community Fund flowing from our “Active Men” grant which has included an additional cost of living uplift. The Rank Foundation has also provided £29,672 to begin funding our Breathing Space initiative to support the carers of people with dementia.

Incorporating accruals and credits, our service level agreement with Livewell Southwest should generate income of £10,728.

We were grateful to receive donations totalling £3,750 including those made in memory of former beneficiaries. A Household Grant of £2,500 was made by PCC to help our beneficiaries with regard to food and essentials over the winter period. We have also continued to support student placements and in turn, were reimbursed a total of £2,172.

A proportion of our unrestricted funds invested in our CAF Bank Fixed Rate Saver Account realised interest of £525.46. To take advantage of higher interest rates, these funds have been reinvested for a further 12-month period and our Trustees have also agreed to invest a second sum in a similar fixed term investment.

Overall, compared to last year our income for this financial year dropped by just over 10%.

### **Expenditure**

Our biggest expenditure relates to wages and on costs and over this financial period 6 members of staff have left, including our outgoing CEO, and 5 have been recruited. Compared to last year, wages and on costs have increased by approximately 6%. This includes a 3% pay rise awarded to most staff members by the Trustees to recognise their continued performance and to help with the cost of living crisis. The costs saving of having one less employee will not have an effect until the new financial year.

Where cost effective to do so, we have also continued to employ sessional workers to cover various groups.

Apart from volunteer expenses and training costs, we have seen larger than expected increases to our expenditure compared to last year's figures.

The venue rent we have paid has increased by over 40%, as increased energy costs have meant the majority of the venues we use have revised their hire charges. Worried about their survival, some church halls have increased their charges for the first time in 5 years and some venues have made multiple increases in less than 12 months.

Staff travel costs have also doubled due mostly to petrol prices being high. To help staff members, we temporarily reimbursed their expenses at an increased mileage rate.

Project expenditure has also increased particularly with regard to higher coffee and food prices used in our groups. Also included is the expenditure from our Non-Dom Care Support activities relating to shopping and other expenditure. In line with income, this element should represent a zero net loss.

This year our insurance premiums are higher as for the added protection of the Charity, we have included professional indemnity insurance to our existing liability policy.

Our budget lines are consistently reviewed at Board level and will remain carefully managed to ensure we operate efficiently against our monthly predicted Forecast of Outturn statements.

### **In Year Profit**

As indicated by our monthly Forecast of Outturn statements as the year progressed, we have a deficit of £75,617 for this financial year. An income shortfall was anticipated due to the loss of our partnership with Sporting Memories Network and our National Lottery "Befriending Extend" grant ending. However, the cost of living crisis had a much more detrimental effect on our operations.

The balance of our accounts and cash in hand is £296,190. Unrestricted funds of just over £75,000 are on deposit in our CAF Bank Fixed Rate Saver account and the remaining balance is held in our main Co-Operative Bank account of which £129,622 is restricted and £91,503 unrestricted.

### **Future Financial Plan**

In light of this year showing a deficit, measures have already been put in place to seek alternative funding and to increase income. Raising our attendance fees by £1 from the beginning of May, will generate additional revenue but we hope will have minimal impact on our beneficiaries.

Our long-term Befriending Support, Social Inclusion and Non-Dom Care Support Contracts with PCC have all been extended and we will be seeking further extensions beyond April 2025.

The income we receive from our PCC contracts continues to represent Elder Tree's core funding, allowing us the flexibility to submit bids to alternative funders. This is important at the present time and has allowed us to make successful bids to the Rank Foundation.

We will monitor what effect the cost of living crisis continues to have on our operations and if necessary, will seek financial assistance to mitigate its impact.

**Contingency Plans**

Our unrestricted funds are there to meet any deficits not covered by income in any one year and to enable the Charity to continue to operate in the event of a major withdrawal of external funding. The Charity considers it prudent to establish reserves to support 3 months of trading, with a view to working towards 6 months.

In the event of our contracts with PCC not being renewed, we would be given 6 months' notice of cancellation and we have an operating plan in place should this occur.

As we value partnership working with both statutory and non-statutory organisations in the Plymouth area, we would endeavour to generate additional funds to support any new initiative or activity that might be of benefit to the Charity.

## THE ELDER TREE LTD

Profit and Loss account and Statement of financial activities for the year ended 31<sup>st</sup> May 2023

	Notes	Unrestricted funds 2023	Restricted funds 2023	Total funds 2023	Total funds 2022
		£	£	£	£
Grants & Other Income	3	109,292	618,538	727,830	812,423
Interest receivable		525		525	329
<b>Total incoming resources</b>		<b><u>109,817</u></b>	<b><u>618,538</u></b>	<b><u>728,355</u></b>	<b><u>812,752</u></b>
<b>Resources expended</b>					
Cost of generating funds	4	41,053	0	41,053	47,439
<i>Charitable activities</i>					
Project application	5		734,294	734,294	644,466
Governance costs	6	475	28,150	28,625	27,436
<b>Total resources expended</b>		<b><u>41,528</u></b>	<b><u>762,444</u></b>	<b><u>803,972</u></b>	<b><u>719,341</u></b>
<b>Net income resources being net</b>					
<b>movement in funds</b>		<b>68,289</b>	<b>(143,906)</b>	<b>(75,617)</b>	<b>93,411</b>
<i>Reconciliation of funds</i>					
<b>Total funds brought forward</b>		<b>97,804</b>	<b>273,528</b>	<b>371,332</b>	<b>371,332</b>
<b>Total funds carried forward</b>		<b>166,093</b>	<b>129,622</b>	<b>295,715</b>	

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

**THE ELDER TREE LTD**  
Balance Sheet as at 31<sup>st</sup> May 2023

	Notes	2023 £	2022 £
<b>Current assets</b>			
Cash at bank and in hand		296,190	371,807
Creditors: amounts falling due within one year	7	(475)	(475)
<b>Net current assets</b>		295,715	371,332
<b>Net assets</b>		<u>295,715</u>	<u>371,332</u>
General		166,093	97,804
Restricted funds		129,622	273,528
		<u>295,715</u>	<u>371,332</u>

The directors are satisfied that the company is entitled to exemption under Section 477 of the Companies Act 2006 relating to small companies and that no member or members have requested the company to obtain an audit of its accounts for the year in question in accordance with Section 476.

The directors acknowledge their responsibilities for ensuring that the company keeps proper accounting records which comply with Section 386 of the Companies Act 2006 and for preparing financial statements which give a true and fair view of the state of affairs of the Company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirement of Sections 394 and 395 and which otherwise comply with the requirements of Companies Act 2006 relating to accounts so far as applicable to the company.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small company's regime of the Companies Act 2006 and in accordance with the Financial Reporting Standard for smaller entities effective April 2008.

These financial statements were approved by the directors and authorised for issue on the date below and signed on their behalf by:

Signed..... *I. E. Tonkin* ..... Dated 1.11.2023

I Tonkin – Chairperson for the Elder Tree Ltd

Signed..... *A. Harris* ..... Dated 1.11.2023

A Harris – Director of the Elder Tree Ltd

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2505 .11 .1

Richard E. H.

## THE ELDER TREE LTD

Notes to the Accounts for the year ended 31<sup>st</sup> May 2023

### 1 Accounting policies

#### Accounting convention

The accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities effective April 2008 and follow the recommendation in accounting and reporting by charities.

**Grants** are recognised in the Statement of Financial Activities in the period to which they relate. The SOFA distinguished between unrestricted and restricted funds.

**Resources expended** are recognised in the period in which they are incurred and include attributable VAT which cannot be recovered. Wherever possible these expenses are allocated to the particular activity to which they relate. However, certain costs are apportioned on a basis which is an estimate of the amount attributable to each activity. Charitable activities undertaken are analysed in Note 5 and Support Costs and their allocation are taken into consideration. Governance Costs are disclosed in Note 6.

**Depreciation** is provided to write off the costs of each asset over its expected useful life which in all cases is estimated to be four years. Items of equipment are capitalised where the purchase price exceeds £2,000.

**Taxation.** Based on information provided to HM Revenue & Customs they have confirmed that for tax purposes The Elder Tree Ltd is a charitable Company and therefore exempt from corporation tax.

**Pensions cost.** The charity makes payment in line with recommendations by the government into an employee's workplace pension schemes. The annual contributions payable are charged to the Statement of Financial Activities, in accordance with FRS17.

**Critical Accounting Estimates and Areas of Judgment** Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

**Restricted funds.** Restricted funds are to be used for the specific purpose laid down by the donor. Expenditure which meets these criteria is charged to the fund.

**Unrestricted funds.** Unrestricted funds consist of funds which the charity may use for its purpose, at its discretion. It is the policy of the charity to ensure availability of adequate funds for present and future liabilities and in the event of a change in income circumstances.

- 2 Legal status of the charity.** The charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding up is limited to £1.

## THE ELDER TREE LTD

Notes to the Accounts for the year ending 31<sup>st</sup> May 2023

### 3 Incoming resources from activities to further the charity's objectives

	<b>Unrestricted funds 2023</b>	<b>Restricted funds 2023</b>	<b>Total funds 2023</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Supporting People		506,415	506,415
NL – Community Fund		32,008	32,008
Project Income Generated	104,097		104,097
NHS Devon ICB		34,845	34,845
Rank Foundation		29,672	29,672
Livewell S.W.		10,728	10,728
PCC – Household Grant		2,500	2,500
Donations	3,750		3,750
University of Plymouth		1,772	1,772
EDF Energy	873		873
PCC – Polling Station	450		450
Well Connected		200	200
PDSE/Dental Students		200	200
Currys Business		145	145
Amazon Smile Programme	84		84
Scottish Widows		53	53
Other	38		38
	<b><u>109,292</u></b>	<b><u>618,538</u></b>	<b><u>727,830</u></b>

The restricted income was in respect of all of our Befriending Projects

## THE ELDER TREE LTD

Notes to the Accounts for the year ended 31<sup>st</sup> May 2023

### 4 Cost of generating funds

	Unrestricted funds 2023	Restricted funds 2023	Total funds 2023
	£	£	£
Staff Costs	39,381		39,381
Stationery/Telephone Etc.	1,672		1,672
	<u>41,053</u>		<u>41,053</u>

### 5 Charitable activities: Project applications

	Unrestricted funds 2023	Restricted funds 2023	Total funds 2023
	£	£	£
Staff Costs		505,902	505,902
Project Expenditure		66,475	66,475
Rent		43,924	43,924
Office Costs/Equipment		12,529	12,529
Staff Travel		7,601	7,601
Others		4,494	4,494
Insurance		3,180	3,180
Telephone/Internet		2,604	2,604
Volunteer Expenses		1,743	1,743
Database/Website		911	911
Training		445	445
Memberships		35	35
		<u>649,843</u>	<u>649,843</u>
Support costs and overheads (see note 6)		84,451	84,451
		<u>734,294</u>	<u>734,294</u>

**Applied to all Elder Tree Befriending Projects**

## THE ELDER TREE LTD

Notes to the Accounts for the year ended 31<sup>st</sup> May 2023

### 6 Support costs and overheads

	Unrestricted funds 2023	Restricted funds 2023	Total funds 2023
	£	£	£
Staff Costs		106,200	106,200
Insurance		3,180	3,180
Telephone/Internet		1,589	1,589
Office Costs		1,415	1,415
Database/Website		177	177
Travel		40	40
Rent			0
Independent Review	475		475
	<u>475</u>	<u>112,601</u>	<u>113,076</u>
Apportioned:			
Support Costs (5)		84,451	84,451
Governance	<u>475</u>	<u>28,150</u>	<u>28,625</u>
	<u>475</u>	<u>112,601</u>	<u>113,076</u>

Governance has been calculated as 25% of the total support costs on the basis of time spent together with the whole costs of the review.

### 7 Creditors: amount falling due within one year to include auditor's remuneration

Creditors: 475

### 8 Related Parties

No expenses were reimbursed to any of the trustees.

THE ELDER TREE LTD

27.9.23

Reviewers Report

Independent Review Report

To the Trustees of the Elder Tree Ltd

I have reviewed the accounts of the Elder Tree Ltd in order to assist you to fulfil your duties under the Companies Act 2006 for the year ended 31 May 2023 which comprise the Profit and Loss Account, the Balance Sheet and related notes.

**Responsibilities of the Trustees**

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's trustees consider that a full audit is not required for the year (under section 43 (2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed. It is my responsibility to examine the Accounts (under section 43 (3) (a) of the 1993 Act) and to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners (under section 43 (7) (b) of the 1993 Act) and to state whether particular matters have come to my attention.

**Independent Examiners Report**

For the Financial year ended 31 May 2023 the company was entitled to exemption from audit under Section 477 Companies Act 2006. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these financial statements under the requirements of the Companies Act 2006.

The trustees acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and if its profit or loss for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to small company's regime of the Companies Act 2006 and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

There is strong evidence throughout the accounts of the Trustees regular involvement to adhere to the Governance of the Financial Affairs.

The information given in the trustees report is consistent with the accounts.

Sharon Soady MAAT/MIP  
Independent Review





**THE ELDER TREE LIMITED (VOLUNTARY VISITING SERVICE)**

England & Wales - Charity number 1124248

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# Accounts

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# **FINANCIAL STATEMENTS AND ANNUAL REPORT**

**Company Registration      5820675**

**Charity Registration      1124248**

**For the Financial Year  
To 31st May 2022**

**Registered Office: 3 Tresillian Street, Plymouth PL4 0QP**

**Contact: Robbie Nairn OBE, Chief Executive**

**Telephone: 01752 227447**

**e-mail: [admin@eldertreebefriending.co.uk](mailto:admin@eldertreebefriending.co.uk)**

**website: [www.eldertreeplymouth.co.uk](http://www.eldertreeplymouth.co.uk)**

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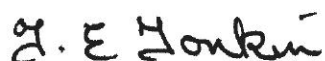
## Introduction

This reporting period covers the last 2 months of the government mandated COVID Lockdown that ended 1 August and our gradual return to delivering 'face to face' support and group activity. This was punctuated with several unplanned breaks and short time disruption caused by the Omicron flare up.

To say it has been a challenging time understates the competing demands on our staff and volunteers who have been outstanding throughout. They have responded to every challenge magnificently at a time when our statutory partners had in the main retreated to remote working. This was particularly evident when we received 83 complex referrals on day 1 after lockdown was lifted.

Throughout the COVID epidemic we have been at the forefront of Plymouth's efforts to support the most vulnerable and frail members of our communities and this will continue to be where our main efforts will continue to be directed in the future.

The coming year will present a different set of challenges and we will continue to develop and target our offer to older people in Plymouth. We will concentrate our energies and work progressively with the Local Authority and other Statutory Partners to support our beneficiaries through the emerging cost of living crisis but I have absolutely no doubt that our core ethos and social values will shine as brightly as ever and our charity will continue to go from strength to strength.



**Irene Tonkin**  
**Chairperson**

## **LEGAL AND ADMINISTRATIVE DETAILS AS AT 31st MAY 2022**

**Chair** Irene Tonkin - Founder

**Company Secretary (Non Exec)** Robbie Nairn OBE

**Directors** Annie Harris  
Diane Gavin  
Barbara James  
Maureen Perilli  
Sally Parkes  
Jane Pawson  
Elliot Malone

**Chief Executive** Robbie Nairn OBE

**Operations Manager** Louise Barnes

**Business Manager** Fraser Ball

**Project Staff** Denise Collinson Susan Miller Paula Hocking  
Sharon Kitcher Adrian Cable Donna Marshall  
Hazel White Tracey O'Halloran Stacey Fowler  
Lorraine Wilkinson Chantal Bracey Trevor Priest  
Marcella Finazzi Marie Nethercott Carole Elliot  
Lesley Morton Lucy Kitcher Martha Scholfield  
Joanne Packham Pheobe Cleaver Phil Griffin  
Yvonne Sullivan Holly Macnamara Nadine Ball  
Tonia Cleaver Keely Lynn Karen Parkinson  
Vicky Kimberley

**Registered Office** 3 Tresillian Street Plymouth PL4 0QP

**Company Registration** 5820675

**Charity Registration** 1124248

**Independent Examiner** Sharon Soady  
Payroll and Bookkeeping Services

**Bankers** Co-operative Bank PLC  
PO Box 250  
Delft Street  
SKELMERSDALE N8 6WT

## **Report of the Management Board**

**The Trustees present their report for the financial year to 31<sup>st</sup> May 2022**

### **Charitable Object:**

The Company is governed by its Memorandum and Articles of Association. These state that the Company's main object is:

'To assist, comfort and guide older people who may be in distress by reason of poverty, ill-health, loneliness, social isolation or any other cause; to promote, encourage and foster any objects which may be for the common good of older people resident within Plymouth and the surrounding area'.

### **Principal Activities:**

Post the lifting of the Pandemic Lockdown on 1 August 2021 we delivered 88 weekly activities in 45 separate locations across the city including 5 Extra Care Settings and supporting over 1650 beneficiaries. The principal weekly activities of the Charity were:

- 'One to One' Volunteer Befriending for 94 socially isolated older people in their homes
- 2 weekly Lunch Clubs and an Older Men's Supper Club
- 10 Coffee and Advice 'drop ins'
- 1 Cardio Fit Classes
- 47 Dance Exercise and Movement and Tai Chi Classes and Advice Drop Ins
- 6 Strength and Balance Groups
- 16 Active Men's Groups
- 2 Silver Surfer IT Classes
- 2 Community Choirs
- 2 Craft Groups

Up to 1 June 2021, a large proportion of our beneficiaries were shielding and reengaging with them post lockdown has been a gradual process of confidence building and encouragement. By the end of September, all our activities were back to normal and crucially, they were conducted 'face to face'. Our biggest challenge has been the avalanche of referrals from our statutory partners and other VCSE agencies that they had

accumulated over the lockdown months. This was effectively cleared by the end of October when a level of normality was restored.

### **Description of the Company's Organisation:**

The Company is run by a Board of Trustees and is supported by 175 volunteers and 31 paid staff: the Chief Executive, Projects Manager, Business Manager and 28 Project and Support Workers.

### **Trustees Interests:**

No Trustee has a beneficial interest in the Company.

### **Trustees Responsibilities:**

The Trustees are responsible for the Company in line with the relevant legislation for companies limited by guarantee and registered charities. They oversee the activities of the charity against a robust Assurance and Governance Framework and conduct routine Assurance and Governance visits and report their findings formally to the Management Board.

### **Inaugural General Meeting:**

The Elder Tree Ltd was incorporated on 17 May 2006 but it was entitled to an exemption under Section 249A (2) of the Companies Act 1985. The Company started trading on 1 June 2008 and held its Inaugural General Meeting on 23 July 2008.

### **Meeting of the Board of Trustees**

Tuesday 27 July 2021

Tuesday 31 August 2021

Tuesday 5 October 2021

Tuesday 23 November 2021

Tuesday 25 January 2022

Tuesday 29 March 2022

Tuesday 31 May 2022

In Addition, individuals Trustees conducted Governance and Assurance checks on the following dates:

Financial Assurance	16 September 2021	2 March 2022
Contract Assurance	18 November 2021	14 May 2022
Active Volunteers	27 October 2021	3 May 2022
Referral Pathway	25 October 2021	13 April 2022

HR Systems and Security	16 November 2021	16 May 2022
Evaluation	18 October 2021	31 March 2022
Active Lives	7 October 2021	28 April 2022
Active Men	4 November 2021	31 March 2022
Policies and Procedures	10 November 2021	
Digital Platform	20 November 2021	7 April 2022

### **Employees and Volunteers**

Company staff and volunteers are recruited and employed in accordance with our Equality and Recruitment policies.

### **Trustees:**

The Board of the Elder Tree Ltd is made up of 8 Trustees who reflect the communities and beneficiaries we serve; two of the Trustees are also Beneficiaries and one is a Volunteer Befriender.

The original Trustees were elected in 2006 for a three year term. The Trustees currently under review after the end of their 3 year term are Barbara James and Annie Harris and their future tenure with the charity will be determined at the 27 September 2022 Management Board meeting.

Irene Tonkin - Chair (2023)  
 Maureen Perilli (2023)  
 Barbara James (2022)  
 Diane Gavin (2023)  
 Sally Parkes (2024)  
 Annie Harris (2022)  
 Jane Pawson (2023)  
 Elliot Malone (2024)

### **Befriending Developments**

The COVID era has challenged every aspect of our ethos and core values and it is to our immense credit that we have adapted our service support model to every eventuality and obstacle that the pandemic has presented. This has coincided with the final development and commissioning of a bespoke Digital Platform that has enabled our project teams to work remotely and the charity to operate 'cashless'.

Our programmes that specifically support Men and Dementia and MCI sufferers were extremely challenging to sustain remotely during the

Pandemic but they are both moving ahead at pace and increasing their reach and influence in every locality in the city.

The Strength and Balance programme delivered in partnership with the Clinical Commissioning Group and Livewell Southwest have been hugely successful and we are now conducting a pilot in the Western Locality CCG delivering groups at Tavistock, Ivybridge and Kingsbridge.

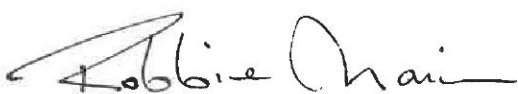
Amazingly, the Volunteering Programme sustained high numbers of volunteers throughout Lockdown and we are indebted to the commitment and dedication of this very special group of people. As well as supporting the 88 Activity Groups we deliver every week they befriend 96 of our more isolated and frail beneficiaries in their homes.

The delivery of social inclusion in 5 Extra Care locations has become a key element in sustaining the wellbeing of over 200 residents and will be vital over the next 12 months as the Personal Care Provider grapples with staff recruitment and retention. This is also the case in the Non Dom Care Support programme that we deliver for challenging elderly individuals in their homes and the likelihood is that this service will grow over the coming months.

The real challenge that we now face is the exponential growth in older people who need our support. On average we receive 60+ referrals every month through our Web based portal. Increasingly, we are dealing with people in the 50 to 65 age range. Many have long term medical and mental health conditions, are vulnerable and socially isolated and living alone due to their personal circumstances.

Finally, we expect to sign off a 12 month extension to the three contracts we hold with Plymouth City Council on extending Befriending Support and Extra Care contracts that are due to end on 30 September 2022.

A very challenging year ahead of us and that will stretch our resources to the limit.



**Robbie Nairn OBE**  
**Chief Executive**

## **Finance for the Year Ending 31st May 2022**

### **Income**

For this year our Befriending Support, Social Inclusion and Non-Dom Care Support Contracts with Plymouth City Council ("PCC") have generated income totalling £563,415. As in previous years, these contracts provide our largest amount of income from a single funder and represent just under 70% of the total income figure.

Since our groups and activities re-opened following the Covid-19 lockdowns, we have been able to generate income of £63,892, up from the previous year's figure of £11,575. Our business model is unchanged and means this income subsidises running costs but is not intended to recover the full costs of each group. Income attributed to our growing Non-Dom Care Support activities is to reimburse us for shopping expenditure so results in a zero net gain. Volunteers remain vital in helping to run and support our services.

Following a trial period, we have rolled out card readers to our project workers and most of the income generated from our groups is now paid directly into our bank account. Aside from being more secure, we have also benefitted from the time savings in not having to administer a large volume of coins.

Our collaboration partnership with Sporting Memories Network entered its third and final year and under this agreement we earned grant income of £34,490.

This year we have also received a further £28,312 from the National Lottery Community Fund flowing from the final instalments of our "Befriending Extend" grant and another £28,447 in relation to our "Active Men" grant.

Incorporating accruals, our service level agreement with Livewell Southwest generated income of £47,012 which included a separate commission of £9,000 relating to our Strength and Balance programme. This programme also earned a further £20,000 by providing classes commissioned by the NHS Devon Clinical Commissioning Group.

As this financial period also covered the last few months of the Covid-19 lockdown, we continued to receive financial aid of £2,814 from the Government's Job Retention Scheme towards the wages of a shielding employee. To help prevent the transmission of Covid-19 within our care settings, we also received a total of £5,477 in Infection Control grants.

A staff member's 12-month sponsorship by the Rank Foundation's "Time to Shine" Programme came to an end but including a travel bursary, our last payment was £8,113. We also received a Household Grant of £4,000 to support our beneficiaries with regard to food and essentials over the winter period and were very grateful to receive donations totalling £2,102. By assisting with student placements, we were reimbursed £1,856.

A proportion of our unrestricted funds have been reinvested in a CAF Bank Fixed Rate Saver Account for another 12-month period with an enhanced interest rate. At

the end of the financial year, this had realised interest of £328.72 and to maximise our return going forward, interest is to be paid on an annual basis.

Overall and in spite of some challenging times, our income has increased by over £100,000 this year due in part to our activities returning to pre-pandemic levels.

### **Expenditure**

Wages and On Costs represent our biggest expenditure and in line with our increasing activities, we recruited 7 new members of staff to increase our capacity and to replace 4 who left us during the year. Additionally, increased working hours were given to some staff and sessional workers were employed to conduct some groups. In order to recognise staff for their efforts during the difficult Covid-19 pandemic, the Trustees decided to award staff members a 3% pay rise. For the last few remaining months when it was in operation, we also received a contribution from the Government's Job Retention Scheme.

As our groups and activities returned to pre-Covid levels and some new groups have been introduced, associated costs such as venue rent, food and staff travel expenses show large rises compared to last year's figures. We have also seen certain venues increase their rental charges.

With more reliance on communications to enable remote access to our database or to enable our new card readers to accept payments, costs for telephones and mobile data have increased by over 20%. At the end of the financial year, a review was being undertaken to identify if these costs could be reduced.

Office running costs this year have increased due mostly to refurbishment work at 3 Tresillian Street to convert an unused kitchen into further office space. Other costs however for equipment, payroll and our database expenses have remained largely unchanged.

As our turnover has exceeded a certain threshold, the underwriting criteria of our insurers has changed. As a result, we are now assessed as being a larger charity and so our annual insurance premiums have gone up by over 10%.

Compared to last year, our expenditure including support costs and overheads have increased significantly but this was expected as we emerged back to normality from Covid lockdowns. Our budget lines are consistently reviewed at Board level and will remain carefully managed to ensure we operate efficiently against our monthly predicted Forecast of Outturn statements.

### **In Year Profit**

Our in-year profit for this financial period is £93,411. The balance of our accounts and cash in hand is £371,807. Unrestricted funds of just over £75,000 remain on deposit in our CAF Bank Fixed Rate Saver account and the remaining balance is held in our main Co-Operative Bank account of which £273,528 is restricted and £22,739 unrestricted.

### **Future Financial Plan**

We anticipate an additional extension to our long-term Befriending Support, Social Inclusion and Non-Dom Care Support Contracts with PCC that should last until September 2023. We will be seeking a further renewal beyond this date.

The remuneration we receive as a result of our PCC contracts continues to represent Elder Tree's core funding. Now that our collaboration partnership with Sporting Memories Network and National Lottery "Befriending Extend" grant have ended, this core funding will allow us the flexibility to seek replacement or other funding opportunities if necessary.

While the Covid-19 pandemic is now largely behind us, we are monitoring the current cost of living crisis as undoubtedly it will have an impact on our operations. We have already experienced increased energy costs either directly or indirectly via increased venue rents and will keep how we conduct our business under review to minimise its financial impact.

### **Contingency Plans**

There has been a renewed and constant demand for our services since we emerged from the Covid-19 lockdowns and we believe this is likely to grow. By keeping our operations under review, we aim to maintain a lean resource model to be able to deliver all of our services and activities. We value partnership working with both statutory and non-statutory organisations mostly within Plymouth and if needed to support any new initiative or activity, we will generate additional funds.

Our unrestricted funds are there to meet any deficits not covered by income in any one year and to enable the Charity to continue to operate in the event of a major withdrawal of external funding. The Charity considers it prudent to establish reserves to support 3 months of trading, with a view to working towards 6 months.

In the event of our contracts with PCC are not renewed, we would be given 6 months' notice of cancellation and we have an operating plan in place should this happen.

## THE ELDER TREE LTD

Profit and Loss account and Statement of financial activities for the year ended 31<sup>st</sup> May 2022

	Notes	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Grants & Other Income	3	68,487	743,936	812,423	703,245
Interest receivable		329		329	577
<b>Total incoming resources</b>		<b><u>68,816</u></b>	<b><u>743,936</u></b>	<b><u>812,752</u></b>	<b><u>703,822</u></b>
<b>Resources expended</b>					
Cost of generating funds	4	47,439	0	47,439	40,117
<i>Charitable activities</i>					
Project application	5		644,466	644,466	561,277
Governance costs	6	475	26,961	27,436	27,071
<b>Total resources expended</b>		<b><u>47,914</u></b>	<b><u>671,427</u></b>	<b><u>719,341</u></b>	<b><u>628,465</u></b>
<b>Net income resources being net movement in funds</b>					
		<b>20,902</b>	<b>72,509</b>	<b>93,411</b>	<b>75,357</b>
<i>Reconciliation of funds</i>					
<b>Total funds brought forward</b>		<b>76,902</b>	<b>201,019</b>	<b>277,921</b>	<b>277,921</b>
<b>Total funds carried forward</b>		<b>97,804</b>	<b>273,528</b>	<b>371,332</b>	

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

**THE ELDER TREE LTD**  
 Balance Sheet as at 31<sup>st</sup> May 2022

Notes	2022	2021
	£	£
<b>Current assets</b>		
Cash at bank and in hand	371,807	278,396
Creditors: amounts falling due within one year 7	(475)	(475)
<b>Net current assets</b>	371,332	277,921
<b>Net assets</b>	<u>371,332</u>	<u>277,921</u>
General	97,804	76,902
Restricted funds	273,528	201,019
	<u>371,332</u>	<u>277,921</u>

The directors are satisfied that the company is entitled to exemption under section 477 of the Companies Act 2006 relating to small companies and that no member or members have requested the company to obtain an audit of its accounts for the year in question in accordance with Section 476.

The directors acknowledge their responsibilities for ensuring that the company keeps proper accounting records which comply with Section 386 of the Companies Act 2006 and for preparing financial statements which give a true and fair view of the state of affairs of the Company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirement of Section 394 and 395 and which otherwise comply with the requirements of Companies Act 2006 relating to accounts, so far as applicable to the company.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small company's regime of the Companies Act 2006 and in accordance with the Financial Reporting Standard for smaller entities effective April 2008.

These financial statements were approved by the directors and authorised for issue on the date below and signed on their behalf by:

Signed.....  ..... Dated

I Tonkin – Chairperson for the Elder Tree Ltd

Signed..  ..... Dated

A Harris – Director of the Elder Tree

## THE ELDER TREE LTD

Notes to the Accounts for the year ended 31<sup>st</sup> May 2022

### 1 Accounting policies

#### Accounting convention

The accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities effective April 2008 and follow the recommendation in accounting and reporting by charities.

**Grants** are recognised in the Statement of Financial Activities in the period to which they relate. The SOFA distinguished between unrestricted and restricted funds.

**Resources expended** are recognised in the period in which they are incurred and include attributable VAT which cannot be recovered. Wherever possible these expenses are allocated to the particular activity to which they relate. However, certain costs are apportioned on a basis which is an estimate of the amount attributable to each activity. Charitable activities undertaken are analysed in Note 5 and Support Costs and their allocation are taken into consideration. Governance Costs are disclosed in Note 6.

**Depreciation** is provided to write off the costs of each asset over its expected useful life which in all cases is estimated to be four years. Items of equipment are capitalised where the purchase price exceeds £2000.

**Taxation.** Based on information provided to HM Revenue & Customs they have confirmed that for tax purposes The Elder Tree Ltd is a charitable Company and therefore exempt from corporation tax.

**Pensions cost.** The charity makes payment in line with recommendations by the government into an employee's workplace pension schemes. The annual contributions payable are charged to the Statement of Financial Activities, in accordance with FRS17.

**Critical Accounting Estimates and Areas of Judgment** Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances

**Restricted funds** Restricted funds are to be used for the specific purpose laid down by the donor. Expenditure which meets these criteria is charged to the fund.

**Unrestricted funds** Unrestricted funds consist of funds which the charity may use for its purposed at its discretion. It is the policy of the charity to ensure availability of adequate funds for present and future liabilities and in the event of a change in income circumstances.

- 2 **Legal status of the charity** The charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding up is limited to £1

## THE ELDER TREE LTD

Notes to the Accounts for the year ending 31<sup>st</sup> May 2022

### 3 Incoming resources from activities to further the charity's objectives

	Unrestricted funds 2022	Restricted funds 2022	Total funds 2022
	£	£	£
Supporting People		563,415	563,415
NL – Community Fund		56,759	56,759
Project Income Generated	65,205		65,205
Livewell S.W.		47,012	47,012
Sporting Memories		34,490	34,490
NHS Devon CCG		20,000	20,000
Rank Foundation		8,113	8,113
PCC – ICF Grants		5,477	5,477
PCC – Household Grant		4,000	4,000
HMRC/Furlough		2,814	2,814
Donations	2,102		2,102
University of Plymouth		1,256	1,256
EDF Energy	673		673
PCC – Polling Station	450		450
Well Connected		400	400
PDSE/Dental Students		200	200
Amazon Smile Programme	57		57
	<b><u>68,487</u></b>	<b><u>743,936</u></b>	<b><u>812,423</u></b>

The restricted income was in respect of all of our Befriending Projects

## THE ELDER TREE LTD

Notes to the Accounts for the year ended 31<sup>st</sup> May 2022

### 4 Cost of generating funds

	Unrestricted funds 2022	Restricted funds 2022	Total funds 2022
	£	£	£
Staff Costs	45,557		45,557
Stationery/Telephone Etc.	1,882		1,882
	<u>47,439</u>		<u>47,439</u>

### 5 Charitable activities: Project applications

	Unrestricted funds 2022	Restricted funds 2022	Total funds 2022
	£	£	£
Staff Costs		468,294	468,294
Project Expenditure		32,930	32,930
Rent		32,150	32,150
Office Costs/Equipment		14,370	14,370
Training		3,583	3,583
Staff Travel		3,541	3,541
Telephone/Internet		2,939	2,939
Insurance		2,341	2,341
Volunteer Expenses		1,950	1,950
Database/Website		1,032	1,032
Others		418	418
Memberships		35	35
		<u>563,583</u>	<u>563,583</u>
Support costs and overheads (see note 6)		80,883	80,883
		<u>644,466</u>	<u>644,466</u>

**Applied to all Elder Tree Befriending Projects**

## THE ELDER TREE LTD

Notes to the Accounts for the year ended 31<sup>st</sup> May 2022

### 6 Support costs and overheads

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £
Staff Costs		102,105	102,105
Insurance		2,341	2,341
Telephone/Internet		1,723	1,723
Office Costs		1,374	1,374
Database/Website		201	201
Travel		100	100
Rent		0	0
Independent Review	475		475
	<b><u>475</u></b>	<b><u>107,844</u></b>	<b><u>108,319</u></b>
Apportioned:			
Support Costs (5)		80,883	80,883
Governance	<u>475</u>	<u>26,961</u>	<u>27,436</u>
	<b><u>475</u></b>	<b><u>107,844</u></b>	<b><u>108,319</u></b>

Governance has been calculated as 25% of the total support costs on the basis of time spent together with the whole costs of the review.

### 7 Creditors: amount falling due within one year to include auditor's remuneration

Creditors: 475

### 8 Related Parties

No expenses were reimbursed to any of the trustees

THE ELDER TREE LTD

12.9.2022

Reviewers Report

Independent Review Report  
To the Trustees of the Elder Tree Ltd

I have reviewed the accounts of the Elder Tree Ltd in order to assist you to fulfil your duties under the Companies Act 2006 for the year ended 31 May 2022 which comprise the Profit and Loss Account, the Balance Sheet and related notes.

**Responsibilities of the Trustees**

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's trustees consider that a full audit is not required for the year (under section 43 (2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed. It is my responsibility to examine the Accounts (under section 43 (3) (a) of the 1993 Act) and to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners (under section 43 (7) (b) of the 1993 Act) and to state whether particular matters have come to my attention.

**Independent Examiners Report**

For the Financial year ended 31 May 2022 the company was entitled to exemption from audit under Section 477 Companies Act 2006. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these financial statements under the requirements of the Companies Act 2006.

The trustees acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and if its profit or loss for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to small company's regime of the Companies Act 2006 and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

There is strong evidence throughout the accounts of the Trustees regular involvement to adhere to the Governance of the Financial Affairs.

The information given in the trustees report is consistent with the accounts.



Sharon Soady MAAT/MIP  
Independent Review

**THE ELDER TREE LIMITED (VOLUNTARY VISITING SERVICE)**

England & Wales - Charity number 1124248

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# Accounts

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# **FINANCIAL STATEMENTS AND ANNUAL REPORT**

**Company Registration      5820675**  
**Charity Registration      1124248**

**For the Financial Year  
To 31st May 2021**

**Registered Office: 3 Tresillian Street, Plymouth PL4 0QP**

**Contact: Robbie Nairn OBE, Chief Executive**

**Telephone: 01752 227447**

**e-mail: [admin@eldertreebefriending.co.uk](mailto:admin@eldertreebefriending.co.uk)**

**website: [www.eldertreeplymouth.co.uk](http://www.eldertreeplymouth.co.uk)**

**ELDER TREE LTD**  
**(Company Limited By Guarantee)**

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**ELDER TREE LTD**  
**(Company Limited By Guarantee)**  
**Introduction**

This has been without a doubt the strangest and most demanding year that our charity has faced and one that our team have responded to brilliantly. They have planned and executed a complex support model in a very short period of time that has worked to perfection. The majority of our beneficiaries have remained 'shielded' throughout this reporting period and we have worked diligently to ensure that they feel supported and valued.

They have all been contacted regularly and we have 'shopped until we dropped' and collected and delivered pharmacy scripts to anyone who needed them. The Zoom activities we started last March have been a real bonus and a lifeline and with a lot of hard work and patience we have enabled a number of our less IT 'savvy' participants to play a full part.

In true 'Elder Tree style', we have been at the forefront of supporting the older population of Plymouth and have never flinched from the multiple challenges that the Pandemic has thrown at us. We continue to play a leading role in the City Council's strategy for getting through the crisis and have made a real difference to everyone we have been in contact with.

The strategic leadership and direction that we have provided since day one of the crisis has been outstanding and we have set an example and introduced Covid19 specific support systems that others have followed. As always, we have punched well above our weight and made a real contribution and a significant impact on the lives of our beneficiaries.

The coming year will present a different challenge as we grapple to make sense of the 'new normal' but I have absolutely no doubt that our core ethos and social values will shine as brightly as ever and our charity will go from strength to strength.



**Irene Tonkin**  
**Chairperson**

**ELDER TREE LTD**

**(Company Limited By Guarantee)**

**LEGAL AND ADMINISTRATIVE DETAILS AS AT 31st MAY 2021**

**Chair** Irene Tonkin - Founder

**Company Secretary (Non Exec)** Robbie Nairn OBE

**Directors** Annie Harris  
Diane Gavin  
Barbara James  
Maureen Perilli  
Sally Parkes  
Jane Pawson  
Elliot Malone

**Chief Executive** Robbie Nairn OBE

**Projects Manager** Louise Barnes

**Business Manager** Fraser Ball

**Project Staff** Denise Collinson Susan Miller Paula Hocking  
Sharon Kitcher Adrian Cable Donna Marshall  
Tracey O'Halloran Stacey Fowler Lorna Benwell  
Lorraine Wilkinson Chantal Bracey Trevor Priest  
Becky Camp Marcella Finazzi Marie Nethercott  
Lesley Morton Lucy Kitcher Carole Elliot  
Rosie Allan-Perdikeas Joanne Packam  
Yvonne Sullivan Holly Macnamara Nadine Ball  
Tonia Cleaver Keely Lynn

**Registered Office** 3 Tresillian Street Plymouth PL4 0QP

**Company Registration** 5820675

**Charity Registration** 1124248

**Independent Examiner** Sharon Soady  
Payroll and Bookkeeping Services

**Bankers** Co-operative Bank PLC  
PO Box 250  
Delft Street  
SKELMERSDALE N8 6WT

## **Report of the Management Board**

**The Trustees present their report for the financial year to 31<sup>st</sup> May 2021.**

### **Charitable Object:**

The Company is governed by its Memorandum and Articles of Association. These state that the Company's main object is:

'To assist, comfort and guide older people who may be in distress by reason of poverty, ill-health, loneliness, social isolation or any other cause; to promote, encourage and foster any objects which may be for the common good of older people resident within Plymouth and the surrounding area.

### **Principal Activities:**

Prior to the Pandemic Lockdown on the 23 March 2020 and the implementation of Social Distancing, we delivered 92 weekly activities in 45 separate locations across the city including 5 Extra Care Settings and supporting over 1600 beneficiaries. The principal weekly activities of the Charity were:

- 'One to One' Volunteer Befriending for 87 socially isolated older people in their homes
- 3 weekly Lunch Clubs and an Older Men's Supper Club
- 10 Coffee and Advice 'drop ins'
- 2 Cardio Fit Classes
- 44 Dance Exercise and Movement Classes and Advice Drop Ins
- 2 Walking Groups
- 10 Tai Chi Classes
- 3 Pilates Groups
- 9 Active Men's Groups
- 2 Silver Surfer IT Classes
- 2 Community Choirs
- 'Access to the Theatre' Club
- 3 Craft Groups

From 1 June onwards, a large proportion of our beneficiaries were shielding. We have delivered our weekly Social Inclusion programme through 31 Group Zoom activities, individual beneficiary Welfare Checks

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and Pharmacy and Shopping collections for our most vulnerable and shielded Beneficiaries. We have also worked with local agencies delivering hot meals twice weekly.

**Description of the Company's Organisation:**

The Company is run by a Board of Trustees and is supported by 185 volunteers and 29 paid staff: the Chief Executive, Projects Manager, Business Manager and 26 Project and Support Workers.

**Trustees Interests:**

No Trustee has a beneficial interest in the Company.

**Trustees Responsibilities:**

The Trustees are responsible for the Company in line with the relevant legislation for companies limited by guarantee and registered charities. They oversee the activities of the charity against a robust Assurance and Governance Framework and conduct routine Assurance and Governance visits and report their findings formally to the Management Board.

**Inaugural General Meeting:**

The Elder Tree Ltd was incorporated on 17 May 2006 but it was entitled to an exemption under Section 249A (2) of the Companies Act 1985. The Company started trading on 1 June 2008 and held its Inaugural General Meeting on 23 July 2008.

**Meeting of the Board of Trustees**

Tuesday 28 July 2020

Tuesday 29 September 2020

Tuesday 24 November 2020

Tuesday 26 January 2021

Tuesday 30 March 2021

Tuesday 25 May 2021

In Addition, individuals Trustees conducted Governance and Assurance checks on the following dates:

Financial Assurance	24 August 2020	4 March 2021
Contract Assurance	26 November 2020	15 March 2021
Active Volunteers	26 November 2020	23 February 2021
Referral Pathway	19 December 2020	2 March 2021

## **ELDER TREE LTD**

**(Company Limited By Guarantee)**

HR Systems and Security	11 November 2020	2 March 2021
Evaluation	26 November 2020	25 March 2021
Active Lives	14 October 2020	8 April 2021
Policies and Procedures	11 November 2020	25 February 2021
Digital Platform	15 November 2020	10 March 2021

### **Employees and Volunteers**

Company staff and volunteers are recruited and employed in accordance with our Equality and Recruitment policies.

### **Trustees:**

The Board of the Elder Tree Ltd is made up of 8 Trustees who reflect the communities and beneficiaries we serve; one of the Trustees is also a Beneficiary and one is a Volunteer Befriender.

The original Trustees were elected in 2006 for a three year term. The Trustees currently under review after the end of their 3 year term are Sally Parkes and Elliot Malone and their future tenure with the charity will be determined at the September 2021 Management Board meeting.

Irene Tonkin - Chair (2023)

Maureen Perilli (2023)

Barbara James (2022)

Diane Gavin (2023)

Sally Parkes (2021)

Annie Harris (2022)

Jane Pawson (2023)

Elliot Malone (2021)

### **Befriending Developments**

We entered this reporting period fully expecting to emerge from Lockdown in August and return our activity programme to the levels of 22 March 2020. Sadly, that was not the case and we have continued to deliver our main effort remotely via Zoom, doorstep visits and by phone. The commissioning of our CRM with the full capability for remote working coincided with the First Lockdown and it has been a real game changer for us. My team have all been able to work remotely with absolute confidence in the integrity of our system.

Shopping and Pharmacy collections played a key role in supporting our beneficiaries and we also took on a significant number of 'shielded' individuals who had no family or friend/neighbour support. Throughout this time, we have worked in close partnership with our Statutory and

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Voluntary partners and the Charity has had a major impact and has been recognised by Plymouth City Council for playing a leading role throughout the Lockdown in supporting the over 50s in Plymouth. I am particularly proud of our staff and our volunteers who have worked tirelessly in support of our beneficiaries.

Our funding partners have been particularly supportive and the additional Covid19 funding from the Community Fund has bridged the gap of lost income and also enabled us to provide hot meals twice a week for our most isolated and vulnerable beneficiaries.

An early indication of a return to something resembling normality came about in March with the start of our participation in the Rank Foundation 'Time to Shine' Programme. This has enabled us to recruit a local graduate who will be with us for 12 months and she will be responsible for developing our Digital Footprint. The main focus of her work will be auditing the performance of the CRM and introducing a platform that enables us to operate all of our Social Inclusion activities 'cashless'. The 'Time to Shine' leader is also benefiting from direct Leadership and Management mentoring from our Projects Manager and the Foundation's Support team.

Finally, we will be holding preliminary discussion with Plymouth City Council on extending Befriending Support and Extra Care contracts that are due to end on 30 September 2022.



**Robbie Nairn OBE**  
**Chief Executive**

**ELDER TREE LTD**  
**(Company Limited By Guarantee)**

**Finance for the Year Ending 31st May 2021**

**Income**

Our Befriending Support and Social Inclusion Contracts with Plymouth City Council (“PCC”) have generated income totalling £492,794. Included is a further £30,000 received to provide non-care services to PCC domiciliary clients. This income represents our largest single source for this year.

Following on from last year’s fourth quarter, the continuing Covid-19 pandemic meant that our groups were closed for the majority of the financial year.

Due to the uncertainty and in order to mitigate any negative financial impact of the pandemic, we applied for financial assistance where we were eligible to do so. As a result, we received a National Lottery Community Fund grant of £65,336 to cover the lost income arising from our clubs and activities. We also received a related PCC business grant for £10,000 as well as Infection Control grant payments of £7,500.

Although we endeavoured to redeploy most staff throughout the pandemic, where staff were unable to work as groups had closed or they were forced to shield due to health concerns, we received £21,904 from the Government’s Job Retention Scheme.

This year we have also received a further £28,312 from the National Lottery Community Fund flowing from our “Befriending Extend” grant and another £14,004 in relation to our “Active Men” grant. Our existing collaboration partnership with Sporting Memories Network is now into its second year and under this agreement we received grant income of £31,960. A staff member has been sponsored on the Rank Foundation’s “Time to Shine” Programme and as a result, we received their first payment of £11,904.

Our renewed service level agreement with Livewell Southwest began from 1<sup>st</sup> April 2021 and generated income of £15,000. This sum was received after the end of our financial year.

The unrestricted funds held in our CAF Bank Fixed Rate Saver Account were reinvested for a further 12-month period and in spite of a general drop in interest rates, it generated interest after an adjustment of £577.

**ELDER TREE LTD**  
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**Expenditure**

Our biggest expenditure continues to relate to Wages and On Costs and this has increased this year. Throughout the uncertainty of the pandemic, we endeavoured to keep staff employed where possible and redeployed them for the welfare support of our beneficiaries. At different times when 6 members of staff were unable to work, we received financial assistance towards their wages from the Government's Job Retention Scheme. In a subsequent review of our operations and in the long term interests of the Charity, we also reluctantly decided to make 2 staff members redundant.

With the majority of our groups and activities curtailed for most of the year, it has meant expenditure savings associated with project costs such as venue rent, food and staff travel. However with more reliance on communications, our costs in relation to telephones and the internet increased.

Overall and compared to last year, our expenditure including support costs and overheads reduced. Our budget lines remain carefully managed and consistently reviewed at Board level to ensure we operate at the optimum of efficiency against the monthly predicted Forecast of Outturn statements.

**In Year Profit**

For this year, there is an in-year profit of £75,357. The balance of our accounts and cash in hand is £278,396. Following an additional transfer of £20,000, unrestricted funds of just over £75,000 remain on deposit in our CAF Bank Fixed Rate Saver account. The remaining balance is held with our Co-operative Bank Current Account of which £201,019 is restricted and £76,902 is unrestricted.

**Future Financial Plan**

Our long-term Befriending Support and Social Inclusion Contracts with PCC have been extended until September 2022 and we are confident of a further extension beyond this date. Our non-care services to PCC domiciliary clients are also in demand.

These PCC contracts and services continue to represent Elder Tree's core funding, allowing us the flexibility to seek other funding opportunities where appropriate.

To date and with some support, financially we seem to have weathered the effects of the Covid-19 pandemic. However we are continuing to review our business to ensure we remain as efficient as possible for the

**ELDER TREE LTD**  
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future. As our groups and activities re-opened consistently from mid-May, we are beginning to generate income again.

As banks are increasingly refusing to accept large deposits of coins, we are in the process of trialling card readers at our groups. This we hope will enable us to phase out cash payments involving such coinage, while also making the payments easier and more secure.

**Contingency Plans**

There has been a renewed demand for our services and this demand continues to grow. By keeping our business under review, we aim to maintain a lean resource model to deliver Befriending Support, Social Inclusion activities and non-care services. We value partnership working with both statutory and non-statutory organisations within Plymouth and will generate additional funds to support any new initiatives or activities we commission.

Our unrestricted funds are there to meet any deficits not covered by income in any one year and to enable the Charity to continue to operate in the event of a major withdrawal of external funding. The Charity considers it prudent to establish reserves to support 3 months trading and work towards 6 months. This year we have set aside an additional £20,000 for this purpose.

In the event of our contracts with Plymouth City Council not being renewed, we would be given 6 months' notice of cancellation and we have an operating plan in place should this happen.

**ELDER TREE LTD**  
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**THE ELDER TREE LTD**

Profit and Loss account and Statement of financial activities for the year ended 31<sup>st</sup> May 2021

	Notes	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Grants & Other Income	3	23,122	680,123	703,245	667,263
Interest receivable		577		577	681
<b>Total incoming resources</b>		<b><u>23,699</u></b>	<b><u>680,123</u></b>	<b><u>703,822</u></b>	<b><u>667,944</u></b>
<b>Resources expended</b>					
Cost of generating funds	4	40,117	0	40,117	35,412
<i>Charitable activities</i>					
Project application	5		561,277	561,277	575,844
Governance costs	6	475	26,596	27,071	27,898
<b>Total resources expended</b>		<b><u>40,592</u></b>	<b><u>587,873</u></b>	<b><u>628,465</u></b>	<b><u>639,154</u></b>
<b>Net income resources being net movement in funds</b>					
		<b>(16,893)</b>	<b>92,250</b>	<b>75,357</b>	<b>28,790</b>
<i>Reconciliation of funds</i>					
<b>Total funds brought forward</b>		<b>93,795</b>	<b>108,769</b>	<b>202,564</b>	<b>202,564</b>
<b>Total funds carried forward</b>		<b>76,902</b>	<b>201,019</b>	<b>277,921</b>	

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

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**(Company Limited By Guarantee)**

**THE ELDER TREE LTD**  
Balance Sheet as at 31<sup>st</sup> May 2021

Notes	2021	2020
	£	£
<b>Current assets</b>		
Cash at bank and in hand	278,396	203,039
Creditors: amounts falling due within one year 7	(475)	(475)
<b>Net current assets</b>	277,921	202,564
<b>Net assets</b>	<u>277,921</u>	<u>202,564</u>
General	76,902	93,795
Restricted funds	201,019	108,769
	<u>277,921</u>	<u>202,564</u>

The directors are satisfied that the company is entitled to exemption under section 477 of the Companies Act 2006 relating to small companies and that no member or members have requested the company to obtain an audit of its accounts for the year in question in accordance with Section 476.

The directors acknowledge their responsibilities for ensuring that the company keeps proper accounting records which comply with Section 386 of the Companies Act 2006 and for preparing financial statements which give a true and fair view of the state of affairs of the Company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirement of Section 394 and 395 and which otherwise comply with the requirements of Companies Act 2006 relating to accounts, so far as applicable to the company.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small company's regime of the Companies Act 2006 and in accordance with the Financial Reporting Standard for smaller entities effective April 2008.

These financial statements were approved by the directors and authorised for issue on the date below and signed on their behalf by:

Signed..... *J. E. Tonkin* ..... Dated *5 OCTOBER 2021*  
I Tonkin – Chairperson for the Elder Tree Ltd

Signed..... *A. Harris* ..... Dated *5 OCTOBER 2021*  
A Harris – Director of the Elder Tree

**ELDER TREE LTD**  
**(Company Limited By Guarantee)**

**THE ELDER TREE LTD**

Notes to the Accounts for the year ended 31<sup>st</sup> May 2021

**1 Accounting policies**

**Accounting convention**

The accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities effective April 2008 and follow the recommendation in accounting and reporting by charities.

**Grants** are recognised in the Statement of Financial Activities in the period to which they relate. The SOFA distinguished between unrestricted and restricted funds.

**Resources expended** are recognised in the period in which they are incurred and include attributable VAT which cannot be recovered. Wherever possible these expenses are allocated to the particular activity to which they relate. However, certain costs are apportioned on a basis which is an estimate of the amount attributable to each activity. Charitable activities undertaken are analysed in Note 5 and Support Costs and their allocation are taken into consideration. Governance Costs are disclosed in Note 6.

**Depreciation** is provided to write off the costs of each asset over its expected useful life which in all cases is estimated to be four years. Items of equipment are capitalised where the purchase price exceeds £2000.

**Taxation.** Based on information provided to HM Revenue & Customs they have confirmed that for tax purposes The Elder Tree Ltd is a charitable Company and therefore exempt from corporation tax.

**Pensions cost.** The charity makes payment in line with recommendations by the government into an employee's workplace pension schemes. The annual contributions payable are charged to the Statement of Financial Activities, in accordance with FRS17.

**Critical Accounting Estimates and Areas of Judgment** Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances

**Restricted funds** Restricted funds are to be used for the specific purpose laid down by the donor. Expenditure which meets these criteria is charged to the fund.

**Unrestricted funds** Unrestricted funds consist of funds which the charity may use for its purposed at its discretion. It is the policy of the charity to ensure availability of adequate funds for present and future liabilities and in the event of a change in income circumstances.

- 2 Legal status of the charity** The charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding up is limited to £1

**ELDER TREE LTD**  
**(Company Limited By Guarantee)**

**THE ELDER TREE LTD**

Notes to the Accounts for the year ending 31<sup>st</sup> May 2021

**3 Incoming resources from activities to further the charity's objectives**

	<b>Unrestricted funds 2021</b>	<b>Restricted funds 2021</b>	<b>Total funds 2021</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Supporting People		492,795	492,795
NL – Community Fund		107,652	107,652
Sporting Memories		31,960	31,960
HMRC/Furlough		21,904	21,904
Livewell S.W.		(15,000)	(15,000)
Rank Foundation		11,904	11,904
Project Income Generated	11,512	64	11,576
NHS Devon CCG		10,000	10,000
PCC – Business Grant		10,000	10,000
PCC – ICF2 Grant		7,500	7,500
St Luke's Hospice	5,000		5,000
Donations	4,361		4,361
White Stuff	703		703
University of Plymouth		656	656
Crowne Plaza Plymouth	500		500
Clarion/Groundwork		488	488
PCC – Polling Station	450		450
EDF Energy	353		353
Siemens Fin. Serv.	214		214
Peninsula Dental		200	200
Amazon Smile Programme	29		29
	<b><u>23,122</u></b>	<b><u>680,123</u></b>	<b><u>703,245</u></b>

The restricted income was in respect of all of our Befriending Projects

**ELDER TREE LTD**  
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**THE ELDER TREE LTD**

Notes to the Accounts for the year ended 31<sup>st</sup> May 2021

**4 Cost of generating funds**

	<b>Unrestricted funds 2021</b>	<b>Restricted funds 2021</b>	<b>Total funds 2021</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Staff Costs	38,641		38,641
Stationery/Telephone Etc.	1,476		1,476
	<u>40,117</u>		<u>40,117</u>

**5 Charitable activities: Project applications**

	<b>Unrestricted funds 2021</b>	<b>Restricted funds 2021</b>	<b>Total funds 2021</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Staff Costs		432,458	432,458
Project Expenditure		19,284	19,284
Office Costs/Equipment		11,068	11,068
Rent		6,018	6,018
Others		3,487	3,487
Telephone/Internet		2,092	2,092
Volunteer Expenses		1,791	1,791
Insurance		1,659	1,659
Staff Travel		1,517	1,517
Training		1,040	1,040
Database/Website		1,039	1,039
Memberships		35	35
		<u>481,488</u>	<u>481,488</u>
Support costs and overheads (see note 6)		79,789	79,789
		<u>561,277</u>	<u>561,277</u>

**Applied to all Elder Tree Befriending Projects**

**ELDER TREE LTD**  
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**THE ELDER TREE LTD**

Notes to the Accounts for the year ended 31<sup>st</sup> May 2021

**6 Support costs and overheads**

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Staff Costs		101,750	101,750
Insurance		1,659	1,659
Telephone/Internet		1,605	1,605
Office Costs		969	969
Database/Website		202	202
Travel		201	201
Rent		0	0
Independent Review	475		475
	<b><u>475</u></b>	<b><u>106,385</u></b>	<b><u>106,860</u></b>
AppORTioned:			
Support Costs (5)		79,789	79,789
Governance	<u>475</u>	<u>26,596</u>	<u>27,071</u>
	<b><u>475</u></b>	<b><u>106,385</u></b>	<b><u>106,860</u></b>

Governance has been calculated as 25% of the total support costs on the basis of time spent together with the whole costs of the review.

**7 Creditors: amount falling due within one year to include auditor's remuneration**

Creditors: 475

**8 Related Parties**

No expenses were reimbursed to any of the trustees

**ELDER TREE LTD**  
**(Company Limited By Guarantee)**

THE ELDER TREE LTD

27.9.2021

Reviewers Report

Independent Review Report  
To the Trustees of the Elder Tree Ltd

I have reviewed the accounts of the Elder Tree Ltd in order to assist you to fulfil your duties under the Companies Act 2006 for the year ended 31 May 2021 which comprise the Profit and Loss Account, the Balance Sheet and related notes.

**Responsibilities of the Trustees**

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's trustees consider that a full audit is not required for the year (under section 43 (2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed. It is my responsibility to examine the Accounts (under section 43 (3) (a) of the 1993 Act) and to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners (under section 43 (7) (b) of the 1993 Act) and to state whether particular matters have come to my attention.

**Independent Examiners Report**

For the Financial year ended 31 May 2021 the company was entitled to exemption from audit under Section 477 Companies Act 2006. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these financial statements under the requirements of the Companies Act 2006.

The trustees acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and if its profit or loss for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to small company's regime of the Companies Act 2006 and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

There is strong evidence throughout the accounts of the Trustees regular involvement to adhere to the Governance of the Financial Affairs.

The information given in the trustees report is consistent with the accounts.



Sharon Soady MAAT/MIP  
Independent Review