

Charity Registration No. 1145255

Company Registration No. 07544943 (England and Wales)

ESSEX CARERS SUPPORT
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

tc accounts • tax • legal • financial planning

92 Station Road
Clacton on Sea
Essex
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ESSEX CARERS SUPPORT

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	H Baird K Chard B Ellis S Kerins R Smith
Charity number	1145255
Company number	07544943
Registered office	Imperial House 20-22 Rosemary Road Clacton on Sea Essex CO15 1NZ
Independent examiner	TC Group 92 Station Road Clacton on Sea Essex CO15 1SG

ESSEX CARERS SUPPORT

TRUSTEE'S REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2021

The trustees present their report and financial statements for the year ended 31 March 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's [governing document], the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016)

Objectives and activities

To relieve physical, mental and material distress amongst carers of people who are in need of care and who live in Essex by providing flexible support, advocacy and information to carers in need. The charity aims to improve the quality of life for carers by:

- enabling carers to achieve increased choice and control in their lives;
- reducing carers feelings of isolation;
- improving carers general health and well being.

Achievements and performance

2020/21 has without doubt, been the most challenging of years. The Covid-19 pandemic emerged in early 2020 and by the start of the financial year the nation was experiencing restrictive measures intended to manage the spread of the virus and protect essential services.

Essex Carers Support has had to change and adapt in every possible way. Our staff have worked from their own homes, our services have been delivered differently and we have been involved in a huge joint effort, across public and voluntary sector services, to support people through this most difficult time. Essex Carers Support has played a role in strategic planning at a local level with regard to the pandemic, vaccinations and recovery etc.

Due to the pandemic, some of the projects and funding opportunities in developments at the start of the year were suspended. Work around these has subsequently been restarted and new opportunities have arisen. We are particularly pleased that our Time 4 U project, initially piloted in North and Mid Essex, has now been funded by the local authority to be available across the whole county.

The usual challenges and pressures faced by family carers have been particularly highlighted during the pandemic and the support and assistance Essex Carers Support provides has been needed more than ever. As communities move towards recovering from the pandemic and its impact, the role that Essex Carers Support can play in supporting this and promoting the needs of carers is very clear.

As trustees of Essex Carers Support we feel our organisation is best placed to be able to provide support services to carers living within our communities and strive at all times to ensure we provide an efficient and effective service, delivered in the most cost-effective way but with a strong value base and keeping the needs of carers at the heart of all we do.

Despite the difficulties experienced as we move forward out of the most rigid pandemic restrictions, Essex Carers Support will continue to seek to influence the delivery of public services and remain involved in the design of policy and service delivery strategies.

We give carers a stronger voice; reach out to carers not currently in receipt of support; develop effective ways to ensure their voices are heard, their opinions considered and their expertise acknowledged.

ESSEX CARERS SUPPORT

TRUSTEE'S REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

We provide strong governance; continuing to plan and develop a future strategy to ensure that Essex Carers Support is able to respond to carers' needs and the challenges and opportunities of the changing landscape; particularly in light of the current pandemic.

Financial review

The trading surplus on the Income and Expenditure account for the year amounted to £45,306 (2020: £8,784). The total funds of the company as at 31 March 2021 were £183,271 (2020: £137,965).

The trustees remain conscious of the need to keep costs to a minimum and provide an efficient and professional service dedicated to the clients of the charity.

The Executive Committee intends that:

- Reserves be maintained at a level which ensures that Essex Carers Support core activity could continue for a minimum of twelve months during a period of unforeseen difficulty;
- Such reserves will include allowances for redundancy payments and building maintenance;
- The board will ensure that the calculation of the required level of reserves forms an integral part of the planning, budgeting and forecast cycle;
- An amount equal to at least 50% of the reserves required will be maintained in a readily realisable form;
- When budgeting and forecasting, the following points will be taken into account;
 - Risks associated with each stream of income and expenditure being different from that budgeted;
 - Planned activity levels;
 - Organisational commitments

At the balance sheet date the value of unrestricted reserves amounted to £97,538. Of this amount £2,607 is tied up in fixed assets, which are not readily convertible to cash.

Structure, governance and management

The charity is controlled by its governing document, a deed of trust and constitutes a charitable company limited by guarantee. The company was incorporated on 28 February 2011 and registered as a charity on 3 January 2012.

The company was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed under its articles of association. The articles stipulate that at the first Annual General Meeting after incorporation (10 July 2012) all the trustees shall retire from office before the appointment of a new Board of Directors. The Board includes staff representation at their meetings where appropriate to do so.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

H Baird

K Chard

A Ellis

(Deceased 6 August 2020)

B Ellis

S Kerins

R Smith

TRUSTEE'S REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

The board would like to acknowledge the huge contribution of Tony Ellis, who sadly passed away in August 2020. Mr Ellis has been involved with Essex Carers Support for many years and has, in different roles, been instrumental in developing the organisation and sustaining to those needing them.

Appointment and induction of trustees

New trustees are briefed on their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the committee and decision making processes, the business plan and the recent financial performance of the charity. When considering co-opting trustees, the Executive Committee has regard to the requirement for any specialist skills needed. The organisation has a full induction pack for any new trustees and also arranges relevant training.

Risk management

The Executive Committee has instigated a review of the major risks to which the charity may be exposed and systems have been established to mitigate those risks. Internal risks have been minimised by the implementation of procedures for authorisation of all transactions to ensure consistent quality for all operational aspects of the charitable company. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

Public benefit

The trustees have referred to the guidance contained within the Charity Commission's general guidance on public benefit when reviewing the aims and objectives of the charity and in planning future activities. The main activities and who the charity has tried to help are described below. All of the charitable activities focus on the well-being of carers and are undertaken to further charitable purposes for the public benefit.

The trustee's report was approved by the Board of Trustees.

H Baird

Trustee

Dated: 3 June 2021

ESSEX CARERS SUPPORT

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF ESSEX CARERS SUPPORT

I report to the trustees on my examination of the financial statements of Essex Carers Support (the charity) for the year ended 31 March 2021.

Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

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

Independent examiner's statement

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

- 1 accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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 financial statements to be reached.

Simon Garner FCA
Independent Examiner
92 Station Road
Clacton on Sea
Essex
CO15 1SG

Dated: 10 June 2021

ESSEX CARERS SUPPORT

**STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT**

FOR THE YEAR ENDED 31 MARCH 2021

	Notes	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Total 2020 £
Income from:					
Donations and legacies	3	204	-	204	64
Charitable activities	4	2,070	115,425	117,495	71,480
Investments	5	77	-	77	474
Total income		2,351	115,425	117,776	72,018
Expenditure on:					
Charitable activities	6	9,403	63,067	72,470	63,234
Net (expenditure)/income for the year/ Net movement in funds		(7,052)	52,358	45,306	8,784
Fund balances at 1 April 2020		104,590	33,375	137,965	129,181
Fund balances at 31 March 2021		97,538	85,733	183,271	137,965

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

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

ESSEX CARERS SUPPORT**BALANCE SHEET****AS AT 31 MARCH 2021**

	Notes	2021 £	£	2020 £	£
Fixed assets					
Tangible assets	10		2,607		2,173
Current assets					
Cash at bank and in hand		227,356		151,261	
Creditors: amounts falling due within one year	11	(46,692)		(15,469)	
Net current assets			180,664		135,792
Total assets less current liabilities			183,271		137,965
Income funds					
Restricted funds	12		85,733		33,375
Unrestricted funds			97,538		104,590
			183,271		137,965

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2021.

The trustees acknowledge their responsibilities for ensuring that the charity 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 of its incoming resources and application of resources, including its income and expenditure, 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 financial statements, so far as applicable to the company.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 3 June 2021

R Smith
Trustee

Company Registration No. 07544943

1 Accounting policies

Charity information

Essex Carers Support is a private company limited by guarantee incorporated in England and Wales. The registered office is Imperial House, 20-22 Rosemary Road, Clacton on Sea, Essex, CO15 1NZ.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum and Articles incorporated 28 February 2011, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.4 Incoming resources

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

(Continued)

1.5 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures and fittings	25% reducing balance
Computers	25% reducing balance

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

1.6 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

During the year, there were no accounting estimates.

3 Donations and legacies

	Unrestricted funds	Total
	2021	2020
	£	£
Donations and gifts	204	64
	=====	=====

ESSEX CARERS SUPPORT

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

4 Charitable activities

	Total 2021 £	Total 2020 £
Provision of carer support	117,495	71,480
	<u> </u>	<u> </u>
Analysis by fund		
Unrestricted funds	2,070	11,980
Restricted funds	115,425	59,500
	<u> </u>	<u> </u>
	117,495	71,480
	<u> </u>	<u> </u>

5 Investments

	Unrestricted funds 2021 £	Total 2020 £
Interest receivable	77	474
	<u> </u>	<u> </u>

ESSEX CARERS SUPPORT

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

6 Charitable activities

	Total 2021 £	Total 2020 £
Staff costs	60,181	49,019
Depreciation and impairment	870	726
Rent	2,984	3,920
Insurance	1,200	1,166
Motor and travel costs	12	415
Telephone	1,341	1,648
Other office costs	1,987	2,077
Subscriptions	128	145
Training	-	8
Staff welfare	-	129
Bank charges	265	386
Legal and professional fees	2,392	2,347
Costs of trustees meetings	-	168
	<u>71,360</u>	<u>62,154</u>
Share of governance costs (see note 7)	1,110	1,080
	<u>72,470</u>	<u>63,234</u>

7 Support costs

	Governance costs £	2021 £	2020 £
Independent examiner fees	1,110	1,110	1,080
	<u>1,110</u>	<u>1,110</u>	<u>1,080</u>
Analysed between			
Charitable activities	1,110	1,110	1,080
	<u>1,110</u>	<u>1,110</u>	<u>1,080</u>

8 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

9 Employees**Number of employees**

The average monthly number of employees during the year was:

	2021	2020
	Number	Number
	5	4
	=====	=====

Employment costs

	2021	2020
	£	£
Wages and salaries	59,461	47,911
Social security costs	-	169
Other pension costs	720	939
	=====	=====
	60,181	49,019
	=====	=====

No employee received employee benefits of more than £60,000 during the year (2019: Nil).

10 Tangible fixed assets

	Fixtures and fittings	Computers	Total
	£	£	£
Cost			
At 1 April 2020	2,380	12,866	15,246
Additions	-	1,304	1,304
	=====	=====	=====
At 31 March 2021	2,380	14,170	16,550
	=====	=====	=====
Depreciation and impairment			
At 1 April 2020	2,040	11,033	13,073
Depreciation charged in the year	85	785	870
	=====	=====	=====
At 31 March 2021	2,125	11,818	13,943
	=====	=====	=====
Carrying amount			
At 31 March 2021	255	2,352	2,607
	=====	=====	=====
At 31 March 2020	340	1,833	2,173
	=====	=====	=====

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

11 Creditors: amounts falling due within one year

	2021	2020
	£	£
Other taxation and social security	475	575
Other creditors	42,269	13,274
Accruals and deferred income	3,948	1,620
	<u>46,692</u>	<u>15,469</u>

Other creditors relate to funds received for the Time4U project, which are held on behalf of carers. These funds do not belong to the charity and are to be paid to third parties.

12 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 April 2020	Incoming resources	Resources expended	Balance at 31 March 2021
	£	£	£	£
Time4U Project	22,500	51,525	(38,250)	35,775
2Can Project	10,875	-	(10,875)	-
Ageing Well Project	-	23,900	(13,942)	9,958
Community Outreach Project	-	40,000	-	40,000
	<u>33,375</u>	<u>115,425</u>	<u>(63,067)</u>	<u>85,733</u>

The Time4U project relates to grant income received from the North East Essex Health and Wellbeing Alliance Transformation Fund. The project aims to work with adult carers on a one to one basis to help them identify, source and resource innovative, creative and personalised carer breaks. The impact of these breaks on carer health and wellbeing is measured against the savings created in other parts of the health economy.

The 2Can partnership project is delivered by Essex Carers Support and Summit. The project aims to support the health and emotional wellbeing of vulnerable people and their carers who may be at risk of harm and self-neglect.

The Ageing Well project relates to an NHS Clinical Commissioning Group programme. The projects looks at how the population are cared for in the community to help them stay well and healthy at home.

The Community Outreach Project funding was received on 31/03/21. This met the Charities SORP criteria for revenue recognition and therefore has been recognised as income in the year. There was no related expenditure incurred during the year and all costs will be incurred after 31/03/21.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

12 Restricted funds

(Continued)

13 Analysis of net assets between funds

	Unrestricted 2021 £	Restricted 2021 £	Total 2021 £	Total 2020 £
Fund balances at 31 March 2021 are represented by:				
Tangible assets	2,607	-	2,607	2,173
Current assets/(liabilities)	94,931	45,733	180,664	135,792
	<u>97,538</u>	<u>45,733</u>	<u>183,271</u>	<u>137,965</u>

14 Related party transactions

During the year the charity purchased bookkeeping services from Jaygate Management Limited at a cost of £2,160 (2020: £2,160). Jaygate management Limited is controlled by R Smith, a trustee of the charity.

15 Limited by guarantee

The company is limited by guarantee of £10 per member. There were five members at the balance sheet date.