

Report of the Trustees and Examined Financial Statements for the Year Ended 31 March 2022 for Kingston Carers' Network

<p>Reg. Charity No. 1151456 Company Number 8376060</p>

Kingston Carers' Network

Reg. Charity No. 1151456 Company Number 8376060

Kingston Carers' Network is a registered charity, established in 1994, providing independent information, support and advocacy to people who care for someone living in the Royal Borough of Kingston upon Thames.

A carer is someone who looks after a family member, partner, or friend in need of help because they are ill, frail, have a disability, mental health problem or are dependent on drugs or alcohol. Carers are of all ages, and their caring responsibilities can put them under physical, emotional, and because they are unpaid, financial pressure. In the case of children caring for a parent or sibling, this can have significant negative effects on their lives and future opportunities. It impacts their learning and the social activities that their peers get to experience and enjoy.

At Kingston Carers' Network we aim to:

- Provide independent information to carers, whether they chose to continue to care, or to give up their caring role.
- Provide advice and support to individual carers.
- Ensure that the role and expertise of carers is understood, appreciated, and valued locally.
- Provide input into local service planning and ensure that appropriate services are available to carers.
- Promote carer involvement in service planning, ensuring their voices and opinions are heard and valued
- Ensure that carers are aware of their rights and entitlements.
- Reduce social isolation and exclusion of carers supporting someone living in the borough.

**Report of the Trustees and Financial Statements for
the Year Ended 2021-22**

Contents

Page:

4	AGM 2021-22 Agenda
4	Current Staff
5	Report of the Trustees
7	Objectives and Activities
8	Achievements and Performance
10	Chairman's Report
13	Independent Examiner's Report
14	Financial Accounts
24	Minutes of AGM 2021

Kingston Carers' Network

Reg. Charity No. 1151456 Company Number 8376060

Annual General Meeting – 4th October 2022: 1:00pm to 3:00pm

St Mark Church Hall, St Marks Hill, Surbiton KT6 4LS

AGENDA

1. Welcome – Tony Woods, Chairman
2. Apologies for absence
3. Poetry Reading by Carers: Jo Lambert, Patricia Maskell, Layla Brokenbrow
4. A Young Carer's view by Zayna
5. Guest Speaker – Rt Hon Sir Ed Davey MP
6. Report by the Chairman – Tony Woods
7. Highlights of the year by the Chief Executive – Diane White
8. Guest Speaker - Debbie Hustings, NHS lead for carers
9. Minutes of the 2021 AGM
10. Presentation & Adoption of the Annual Accounts for Financial Year 2021-22
11. Appointment of the Independent Examiner
12. Election of Directors of the Board 2022-23
13. Any Other Business
14. Closing remarks from the Worshipful the Mayor of the Royal Borough of Kingston upon Thames, Cllr Yogan Yoganathan

The AGM will be preceded by a light lunch.

Current Staff

- Diane White – Chief Executive
- David Still – Deputy Chief Executive/Adult Carers' Manager
- Veronica Attah – Mental Health and Substance Misuse Support Coordinator
- Lily Bath – Adult Carers' Support Worker
- Layla Brokenbrow – Wellbeing Coordinator
- Chrissy Brouwer – Young Carers' Worker
- Helen Brunskill - Counselling Admin Worker
- Jessica Burrows – Mentoring Coordinator
- Jo Cocup – Office Manager/Company Secretary
- Mollie Cooke – Generic Carers' Adviser
- Lyndsey de Valmency-King – Volunteering Coordinator
- Kate Dudley – Development Officer
- Liz Grimwood – Young Carers' Team Leader
- Imelda Haines – Young Carers' Support Worker
- Laura Kearon – Adult Carers' Support Worker
- Sam Leggett – Young Carers' Support Worker
- Jo Maye – Admin Officer
- Anna Moore – Benefits Adviser/Tribunal Representative
- Klaire Osuji – Young Carers' Support Worker
- Julie Parker – Targeted Support Worker
- Linda Richards – Finance Manager
- Lou Scarlett - Dementia Carers' Support Worker/Adult Carers' Support Worker
- Nic Sears – Monitoring and Evaluation Worker
- Carole Whatnall – Adult Carers' Support Worker
- Heidi White – Young Carers' Worker

The Trustees (who are also directors of the company limited by guarantee for the purposes of the Companies Act 2006) are pleased to present their annual Trustee Report, together with the examined financial statements for the year ending 31 March 2022, which are also prepared to meet the requirements for a Directors' Report and Accounts for Companies Act purposes.

Structure, Governance and Management

Kingston Carers' Network is a charity registered in England and Wales with the Registered Number 1151456. The charity is a company limited by guarantee and was incorporated on 25 January 2013 and operates in accordance with its written Memorandum and Articles of Association. New Trustees are appointed in accordance with its Articles of Association.

Address 418 Ewell Road, Surbiton, KT6 7HF.

Directors

Directors who served as members of the Management Committee during the year from 1st April 2021 to 31st March 2022, for the full year (unless stated otherwise) were:

- Tony Woods Chairman
- John Mays Deputy Chairman
- Manuel Boger Treasurer
- Bob Humphries
- Chris Ireland
- Viv Rowlands
- Julia Linney
- Pat Stanley
- Sushila Abraham
- Dawn Whitcombe
- Simon Post (Appointed 16/2/22)

Proposal for re-election of Directors

Under Article 23 the following longest serving directors, comprising one-third of the Board, are required to retire but available for re-election:

Pat Stanley
Sushila Abraham
Dawn Whitcombe

Under Article 24 there was one new director, Simon Post, appointed by a resolution of the Board since the last AGM.

Officers

Officers are appointed by the Board. There has been one new appointment since the last AGM.

Manuel Boger resigned as Director and Treasurer on 20 July 2022 and was replaced by Peter Whatnall whose acceptance of the position was ratified by the Board on 31 August 2022.

Peter Whatnall had held the role of KCN Accountant since 7 October 2020.

Bankers

The Royal Bank of Scotland plc, Kingston upon Thames branch and Virgin Money, Kingston upon Thames branch.

Accountants: Nasir Mahmud FCA, New Malden, Surrey.

Our Accountants, Nasir Mahmud FCA, have entered into a merger with another partnership, and will henceforth be operating under the title of **KAMP**

Accountants

Purpose

The purpose of Kingston Carers' Network is to provide support and advice to carers of people living in the Royal Borough of Kingston who cannot cope without their help due to illness, disability, mental health problems or substance addiction. As such, the charity is a public benefit entity and the trustees have had regard to the Charity Commission's guidance of public benefit.

Target Group – Definition

A carer is someone of any age who provides unpaid support to family or friends who could not manage without this help. This could be caring for a relative, partner or friend who is ill, frail, disabled or has mental health or substance misuse problems. A carer may also be juggling paid work with their unpaid caring responsibilities at home.

Anyone can become a carer; carers come from all walks of life, all cultures and can be of any age, including children.

The 2011 Census indicated that there are 13,288 adult carers supporting someone in the borough of Kingston and we expect the 2021 figures to be considerably higher. According to research by Carers UK, 81% of carers are providing more care than at the beginning of the pandemic and 72% have had no access to respite breaks.

Activities

The charity provides a comprehensive and holistic range of services and this has developed in consultation with carers and other stakeholders. We have adopted the five outcomes pledged by the Government in the National Carers' Strategy:

- Not financially disadvantaged
- Mentally and physically well; treated with dignity
- Recognised and supported as an expert partner
- Enjoying a life outside caring
- Children thriving, protected from inappropriate caring roles

Our current services have been adapted to include virtual support and have continued throughout the challenging circumstances of this period. They include:

- Independent information, advice and advocacy.
- Specialist mental health and substance misuse carers' service.
- Young Carers' Project.
- Targeted Support Project
- Young Adult Carers' Project
- Out-of-hours advice service.
- Help with benefits, grants and allowances.
- Signposting and referral to other services.
- Emotional support.
- Counselling.
- Outings and social activities.
- Programme of health and wellbeing activities.
- Complementary therapies.
- Support groups.
- Training and information sessions.
- Carers' Assessments carried out on behalf of Kingston's Adult Social Care.

Adult Carers

This year we have supported over 4,344 carers across all our services. We saw a total of 1,272 adult carer referrals to our Advice Service, a 37% increase on the previous year. A key outcome of our advice service is to reduce the financial hardship of carers. This year we secured an additional £1,019,343 of new income for Kingston's carers and families.

Other key outcomes for adult carers included:

- 207 Carers' Assessments and Annual Reviews were carried out by the Adult Carers' Advice team on behalf of the Royal Borough of Kingston.
- 1,753 attendances at our carers' social and wellbeing events. Many of these were virtual, but included fitness, cooking, sewing packs and photography.
- 47 virtual peer support groups were held for carers including: parent carers; carers of adults with mental health problems; carers of people with dementia, carers of children with ADHD and carers of adults with Asperger's Syndrome.

Feedback from carers provides evidence that we are achieving our key objectives. This year:

75% of carers said they had an improved understanding of their rights.

77% of carers are now recognised as expert care partners.

90% of carers are now enjoying a life outside of caring.

90% of carers have improved mental and physical health.

Young Carers

There were 134 young carers referred to our Young Carers' Project, and we provided 3,051 respite breaks for 886 young and young adult carers aged 5-21 at 191 activities.

Some of our key achievements include:

- 3,051 individual respite breaks were provided.
- Two weekly sessions held for young carers aged 5-11.
- Weekly youth group for young carers aged 12-16
- One to one support sessions were held with young carers.
- Science project, Curiosity ran regular activities, supporting young carers aged 8-12
- Mental health and wellbeing support provided.
- Brite Box food parcels were delivered weekly to families.
- Targeted support was provided to young carers and their families with complex needs.
- Young adult carers aged 16+ attended regular support sessions.
- Mentoring project provided one to one support.
- School lunch clubs were re-established to provide support in schools.
- Transition group for young carers moving to secondary school.
- Young carers and families were supported in multi-agency meetings

Volunteering Project

This year, we were supported by 79 volunteers who contributed their time and skills in a variety of roles. Volunteers gave over 3,057 hours of their time, which represents a saving in staff costs of around £33,785.

The valuable contribution made by our volunteers enables us to expand the service we offer carers and was especially valuable this year as we all adapted to new circumstances. Highlights from our volunteering project include:

- Our activity volunteers spent 498 hours supporting young carers.
- Our adult activity volunteers gave 248 hours support.
- Our admin volunteers provided 768 hours of administrative support.
- Our volunteers provided 133 weekly shopping for isolated carers.
- Our team of student counsellors provided 508 counselling sessions to carers.
- Our telephone befrienders provided 595 hours of one-to-one listening.

Financial Review

This has been a challenging year financially. It has become a tougher climate for everyone and we continue to work hard to source funding.

We were very grateful to the Big Lottery who are providing us with three years more funding. As always, we truly appreciate the generosity of our other donors, including RBK, Achieving for Children, City Bridge, Lloyds Bank Foundation, Children in Need, Wellcome Children in Need Curiosity Fund and the GLA

As demands on carers continue to grow, particularly within the parameters of the pandemic, it is essential that we sustain and expand our support to meet increasing need. We are committed to providing high quality and comprehensive support to those who need it.

As always, we are continuing to pursue new streams of funding, but statutory funding is scarce and charitable funding is competitive; often targeted to areas of work outside of our remit.

We are delighted that Henry Smith has agreed to extend their already generous grant with three years additional support for our work with young carers, which will start in October 2022. We are also very pleased to have been granted funding by SWLCCG to offer a Men's Group for male carers. However, we do need to replace other project funding as and when grants come to an end. Funding will continue to be our strategic priority going forward to ensure we can support as many local carers as possible.

Kingston Carers' Network (A company limited by guarantee)

Statement of Trustees' Responsibilities

Kingston Carers' Network (KCN) is a Company Limited by Guarantee and, since its incorporation on 25th January 2013, the charitable company has been administered by its Board of Trustees, who are also Directors of KCN for the purposes of Company Law. As such, they are responsible for preparing the Trustees' Annual Report and the organisation's financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Company Law requires the Trustees to prepare annual financial statements that provide a true and fair view of the charitable company's state of affairs, its incoming resources, and the application of those resources, including income and expenditure over the period. In preparing these financial statements, the Trustees are required to:

- ☐ Select suitable accounting policies and apply them consistently;
- ☐ Observe the methods and principles in the Charities SORP;
- ☐ Make judgements and estimates that are reasonable and prudent;
- ☐ State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- ☐ Prepare the financial statements on a going-concern basis, unless it is inappropriate to presume that the charitable company will continue in operation.

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

As stated below, KCN continues to seek additional Trustees, especially those who have relevant experience and skills that would benefit the organisation. Trustees are recruited based on their skills and experience. All new Trustees are taken through an induction procedure to ensure they understand their responsibilities and have sound knowledge of KCN's policies and procedures.

Overview of 21/22

The past 12 months have been both busy and challenging. The staff and the Board have undertaken several large pieces of work; Diane White (CEO) and David Still (deputy CEO) with help from Trustee Dawn Whitcombe have been instrumental in working with the local authority and health partners to refresh Kingston Carers' Strategy, which will be adopted in October 2022. We are very grateful to carers who have led this long period of engagement, which will determine the direction of carer support and KCN over the next few years. As an organisation, we have developed our own new Strategic Plan (2022-2025) and an Operational Plan that maps out its delivery for this period. In addition, we have been preparing for the recommissioning process as the local authority seeks a provider for its carer support responsibilities (our current contract was extended until March 2023 as a result of the Covid pandemic). It is vital to KCN and hence our carers that we secure funding for the next 3-5 years from the Royal Borough of Kingston upon Thames.

Alongside this activity, it has been business as usual as far as our fundraising efforts have been concerned – with major awards being sought and won from funders such as City Bridge Trust, Carers Trust, Garfield Weston, The Edward Gosling Foundation and the Henry Smith Charity. We are grateful to all these organisations and a number of other smaller funders too. Former CEO, Kate Dudley worked tirelessly alongside Diane at fundraising, but this arrangement has now come to an end as Kate is rightly focusing on her business activities. I'd like to thank Kate once again for all she has done for KCN.

Some noteworthy projects from the year include *Curiosity* – there were 30 funded *Curiosity* projects (Children in Need / Wellcome) across the UK, but it was KCN's project that was singled out by the funders as the example of best practice, in terms of activities, evaluation and outcomes. We also started a new poetry project (*HeArt of Care*) for our adult carers (with thanks to Jo Lambert) which has resulted in a poetry recital event at the Rose Theatre and a mention in the House of Lords (from Lord Howarth speaking on the Health and Social Care bill).

In January, we appointed a new Trustee, Mr Simon Post. Simon has had a very successful business career working for multinational corporations such as Arthur Andersen, BSkyB and Carphone Warehouse, as well starting his own technology company. We are delighted to have him on board as we step up and broaden our fundraising activities. To this end, we have also appointed a specialist fundraising adviser, Mr Brendan Tarring, who is busy redrafting our strategy and highlighting prospects and opportunities.

Looking forward briefly to the coming year, we are forging closer ties with Kingston Hospital Foundation Trust and the South West London Integrated Care System—being involved with the Rt. Hon. Sir Ed Davey MP, in addressing the need to shorten length of stay in hospitals. Watch this space!

As ever, Diane, David and the KCN Staff team have done an outstanding job over the last 12 months – ensuring we recovered and emerged from the pandemic with minimum fuss and disruption. Diane has led the organisation through a challenging year and the Trustees recognise and truly value her and her team's knowledge, expertise and support. The Board would like to formally register its thanks to all staff members, as well as to the army of volunteers who give freely of their time and always, for the carers themselves, who continue to amaze us with their selfless dedication and sacrifice to their loved ones.

Dr Tony Woods
Chair of Trustees
26 September 2022
For the financial year 2021-22

**Independent Examiner's Report to the Trustees of
Kingston Carers' Network
(Company limited by guarantee)**

Year ended 31st March 2022

I report on the accounts of the company for the year ended **31st March 2022** which are set out on pages 14 to 23

Respective responsibilities of trustees and examiner

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

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

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

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission and Companies Act 2006. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

- 1 which gives me reasonable cause to believe that, in any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records, and to comply with the accounting requirements of the 2011 Acthave not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Nasir Mahmud FCA
Independent Examiner
Chartered Accountant
Falcon House
257 Burlington Road
New Malden
Surrey KT3 4NE



Date 22.09.2022

KINGSTON CARERS' NETWORK

STATEMENT OF FINANCIAL ACTIVITIES

for the YEAR TO 31 MARCH 2022

	Notes	2022 Unrestricted Funds £	2022 Restricted Funds £	2022 Total Funds £	2021 Total Funds £
Income and endowments from:					
Donations and legacies	4	92,306	0	92,306	118,257
Investment Income	4	167	0	167	600
Charitable Activities	4	0	735,606	735,606	650,765
Total		<u>92,473</u>	<u>735,606</u>	<u>828,080</u>	<u>769,622</u>
Expenditure on:					
Charitable Activities	5	178,028	661,283	839,311	720,578
Other Costs	5	13,005	0	13,005	12,440
Total		<u>191,033</u>	<u>661,283</u>	<u>852,316</u>	<u>733,018</u>
Net Resources before transfers		(98,559)	74,323	(24,236)	36,603
Transfers between Funds	12	155,325	(155,325)	0	0
Net before other gains/losses		<u>56,765</u>	<u>(81,001)</u>	<u>(24,236)</u>	<u>36,603</u>
Other gains/losses		0	0	0	0
Net movement in funds		<u>56,765</u>	<u>(81,001)</u>	<u>(24,236)</u>	<u>36,603</u>
Reconciliation of Funds					
Total Funds Brought Forward		124,724	138,221	262,945	226,342
Total Funds Carried Forward		<u>181,489</u>	<u>57,220</u>	<u>238,709</u>	<u>262,945</u>

The Balance Sheet continues on the following page.

KINGSTON CARERS' NETWORK

BALANCE SHEET

31 MARCH 2022

	Notes	£	2022 £	£	2021 £
Fixed assets					
Tangible Fixed Assets	6	50,574		60,787	
			50,574		60,787
Current Assets					
Debtors	7	18,058		31,952	
Cash at Bank and in Hand		308,793		265,945	
			326,851		297,897
Liabilities					
Creditors: amounts due within one year	8		138,716		95,739
Net Assets			238,709		262,945
Reserves and Funds of the Charity					
Unrestricted Income Reserves	13	130,915		63,937	
Designated Reserves	13	50,574		60,787	
			181,489		124,724
Restricted Income Funds	12		57,220		138,221
Total Funds			238,709		262,945

On Behalf of the Management Committee

Signed: Peter Whatnall (Treasurer)

P. Whatnall

Dated

3/10/22

Notes 1 to 15 on the following pages form part of these accounts

Balance sheet (continued)

Trustee's statements required by the Companies Act 2006 for the year ended 31 March 2022

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

- (a) that for the year stated above the company was entitled to the exemption conferred by section 477 of the Companies Act 2006 ;
- (b) that no notice has been deposited at the registered office of the company pursuant to section 476 of the Companies Act 2006 requesting that an audit be conducted for the year ended 31 March 2022.
- (c) that we acknowledge our responsibilities for:
 - (1) ensuring that the company keeps proper accounting records which comply with section 386 of the Companies Act 2006, and
 - (2) 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 year then ended in accordance with the requirements of sections 394 and 395, and which otherwise comply with the provisions of the Companies Act relating to financial statements, so far as applicable to the company.

These financial statements are prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the board on 30th September 2022 and signed on its behalf by

Dr Anthony Woods
Chairman



KINGSTON CARERS' NETWORK

NOTES TO THE ACCOUNTS FOR THE YEAR TO 31 MARCH 2022

1 Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

2 Financial reporting standard 102 - reduced disclosure exemptions

The charity has taken advantage of the following disclosure exemption in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- Preparation of a cash flow statement

3 Accounting Policies

a) Income

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Voluntary income is received by way of grants, donations and gifts and is included in full in the statement of financial activities when receivable. Grants where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant. Income received prior to the period the funding covers is deferred until the period starts.

Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included.

Gifts donated for resale are included as incoming resources within activities for generating funds when they are sold.

Grants, including grants for the purchase of fixed assets, are recognised in full in the statement of financial activities in the year in which they are receivable.

Income from investments is included in the year in which it is receivable.

b) Expenditure

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

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management. They are split using the number of staff hours spent on the main projects.

c) Expenditure of a capital nature of less than £1,000 is not capitalised but treated as expended in the year

Tangible fixed assets are stated at their historical cost less accumulated depreciation. Improvements to the buildings are capitalised. Depreciation is provided over the expected useful lives and the term of the leases, as applicable, under the straight-line method. Depreciation is provided from the date an asset comes into use.

d) The charity is exempt for tax purposes.

KINGSTON CARERS' NETWORK

Notes to the Accounts Continued

3 Accounting Policies (continued)

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

- f) Debtors are measured at transaction value less any impairment. At each balance sheet date, debtors are assessed for objective evidence of impairment. If an asset is impaired, the impairment loss is measured as the difference between the carrying amount and the amount expected to be received.
- g) Creditors are measured at transaction value.

4 Analysis of Income

	2022 £	2021 £
Donations and legacies		
Royal Borough of Kingston upon Thames	85,031	110,031
Donations	7,275	8,226
	<u>92,306</u>	<u>118,257</u>
Investment Income		
Bank Interest	167	600
Incoming Resources re Charitable Activities		
BBC Children in Need	28,896	36,811
R.B. Kingston		
- Achieving for Children	40,000	40,000
- Mental Health Support	31,715	31,715
- Carers Assessments	40,000	46,667
- Volunteer Coordinator	18,988	18,988
- Generic Carers	41,237	41,237
- Wellbeing & Inclusion	18,627	16,882
- Out of hours service	5,947	5,947
- Carers grants	39,400	
- Other	4,000	
Big Lottery Young Carers	-	69,836
Lloyds	25,020	24,890
Carers Trust - Carers Activities	13,632	7,984
Wellbeing & Inclusion Donations	3,776	619
City Bridge	60,760	49,657
GLA Young Londoner	46,500	36,000
Young Carers' Activities	5,403	3,350
Ajahma Charitable Trust	-	8,000
Awards for All (Youth Group)	7,500	2,500
Carers Trust Older Carers Peer Group	-	1,000
Jack Petchey	2,550	3,000
Wellcome Curiosity	34,133	16,514
London Community Fund	3,329	33,882
Henry Smith	58,150	29,150
Trust for London	46,000	46,000
Inspiring Change YACs	6,538	
Wates Foundation	1,667	8,333
Groundwork	14,381	24,842
Covid related support	14,600	44,063
Big Lottery Community Fund	64,068	
Trust for London Young Carers	40,833	
Garfield Weston	6,250	
Fitness and Wellbeing	8,313	
Other Restricted Donations	3,393	2,900
	<u>735,606</u>	<u>650,765</u>

KINGSTON CARERS' NETWORK

Notes to the Accounts Continued

5	Analysis of Expenditure	2022 £	2021 £
	Charitable Activities - Unrestricted Funds		
	Salaries including NI contributions & pensions	148,243	165,362
	Recruitment, Training & Expenses	3,933	2,785
	Premises and Office Costs	25,634	27,735
	Events & Activities	161	539
	Legal & Professional Fees	56	318
		<u>178,028</u>	<u>196,740</u>
	Charitable Activities - Restricted Funds		
	Supporting Carers with Mental Health or Substance Misuse Problems	33,874	33,191
	Supporting Carers Assessments	48,640	54,357
	Supporting Children in Need	13,605	26,069
	Supporting Volunteer Coordinator	5,399	14,527
	Supporting Generic Carers	19,528	19,429
	Supporting Wellbeing & Inclusion	37,317	8,026
	Supporting Out of Hours Service	6,503	6,493
	Supporting Achieving for Children	25,118	39,376
	Supporting Big Lottery Young Carers		48,297
	Supporting Lloyds	20,200	25,205
	Supporting Carers Trust Carers' Activities	12,349	7,917
	Supporting City Bridge Adult Carers	43,590	41,463
	Supporting GLA Young Carers	42,070	32,278
	Supporting Ajahma Charitable Trust Adult Carers		7,783
	Supporting Young Carers' Activities	16,040	3,998
	Supporting Awards for All (Youth Group)	3,641	368
	Supporting Carers Trust Older Carers Peer Group		
	Supporting Jack Petchey	2,375	
	Supporting Wellcome Curiosity	27,827	25,296
	Supporting Inspiring Change YACs	7,499	1,058
	Supporting London Community Fund	12,429	19,178
	Supporting Henry Smith	45,588	19,889
	Supporting Trust for London	45,995	43,820
	Supporting Wates Foundation	3,730	5,888
	Supporting Groundwork	22,121	10,922
	Supporting covid related spend	15,226	27,942
	Supporting Trust for London Young Carers	31,328	
	Supporting Garfield Weston	868	
	Supporting Big Lottery Community Fund	60,332	
	Supporting RBK Carers	42,200	
	Supporting Fitness and Wellbeing	13,894	
	Supporting Other Small Projects	1,998	1,068
		<u>661,283</u>	<u>523,838</u>
	Other Costs (unrestricted)		
	Depreciation	10,213	10,213
	Governance costs:		
	Independent Examiner's Fee	1,068	1,104
	AGM Costs	215	43
	Data Protection Registration	35	35
	DBS checks	1,474	1,045
		<u>13,005</u>	<u>12,440</u>

KINGSTON CARERS' NETWORK

Notes to the Accounts Continued

5 Analysis of Expenditure (continued)

Support costs included in Expenditure	Premises Costs £	Office Costs £	Legal & Prof fees £	Total £
Unrestricted Funds	18,094	4,228	1,354	23,677
Supporting Carers with Mental Health or Substance Misuse Problems	3,995	934	299	5,228
Supporting Volunteer Coordinator	1,722	402	129	2,253
Supporting Wellbeing & Inclusion	1,378	322	103	1,803
Supporting Generic carers	2,480	580	186	3,245
Supporting Achieving for Children	3,054	714	229	3,996
Supporting Carers Assessments	6,028	1,409	451	7,887
Supporting City Bridge Adult Carers	4,960	1,159	371	6,490
Supporting GLA Young Carers	4,409	1,030	330	5,769
Supporting Out of Hours Carers' Service	551	129	41	721
Supporting Loyds Dementia Carers	2,411	563	180	3,155
Supporting Wellcome Curiosity	2,446	571	183	3,200
Supporting Trust for London	4,960	1,159	371	6,490
Supporting London Community Fund	1,630	381	122	2,133
Supporting Groundwork	1,033	241	77	1,352
Supporting Henry Smith	4,960	1,159	371	6,490
Supporting Big Lottery Community Fund	6,831	1,596	511	8,939
Supporting Wave 5	4,041	944	302	5,288
Supporting Fitness and Wellbeing	138	32	10	180
	<u>75,122</u>	<u>17,554</u>	<u>5,622</u>	<u>98,298</u>

Support costs are split using the number of staff hours spent on the main projects.

6 Fixed Assets

The movements in tangible fixed assets are comprised as follows:

	Leasehold improvements
Carrying value	
Balance as at 1 April 2021	96,338
Additions in the year	-
Balance as at 31 March 2022	<u>96,338</u>
Depreciation as at 1 April 2021	(35,551)
Depreciation in the year	(10,213)
Accumulated depreciation as at 31 March 2022	<u>(45,764)</u>
Net book value at 31 March 2022	<u>50,574</u>

7 Debtors & Prepayments

	2022 £	2021 £
Amounts falling due within one year		
Other Debtors	5,875	6,210
Accrued income	-	20,097
Prepayments	<u>12,183</u>	<u>5,645</u>
	<u>18,058</u>	<u>31,952</u>

8 Creditors & Accruals

	2022 £	2021 £
Amounts falling due within one year		
Deferred Income	116,415	66,133
Trade creditors	7,065	1,255
Payroll liabilities	13,137	13,066
Accrued Expenditure	2,100	2,100
Other creditors	-	13,185
	<u>138,716</u>	<u>95,739</u>

Deferred income is income received in the current financial year for services to be provided in the next financial year. Hence, grants received from funders where the services will be provided to them in the next financial year have been recorded as deferred income, and are analysed as follows:

Balance brought forward at 1 April 2021	66,133
Released in year	(66,133)
Income received in year deferred to following year	<u>116,415</u>
Balance carried forward at 31 March 2022	<u>116,415</u>

KINGSTON CARERS' NETWORK

Notes to the Accounts Continued

9	Fee for Independent Examination of the Accounts	2022	2021
		£	£
	Nasir Mahmud	<u>1,068</u>	<u>1,104</u>
10	Staff Costs	2022	2021
		£	£
	Gross Salaries	509,015	484,167
	Employer's NI contributions	41,090	40,158
	Pension contributions	<u>19,706</u>	<u>19,632</u>
		<u>569,811</u>	<u>543,958</u>

The average monthly numbers of employees during the year calculated on the basis of full time equivalents was as follows:

Charitable Activities	13
Administration	4

There were no employees who received employee benefits (excluding employer pension costs) of more than £60,000 during the year.

10.1 Trustees' emoluments

No remuneration was paid to any trustee

11 Related Party Transactions

No loans made to or received from any trustee.

No trustees' expenses were reimbursed.

There have been no transactions with trustees or related parties.

KINGSTON CARERS' NETWORK

Notes to the Accounts continued

12 Restricted Funds Held

Grants to support:

a Royal Borough of Kingston upon Thames	Volunteer Coordinator
b Royal Borough of Kingston upon Thames	Generic Carers
c Royal Borough of Kingston upon Thames	Wellbeing & Inclusion
d Royal Borough of Kingston upon Thames	Out of hours service
e Royal Borough of Kingston upon Thames	Achieving for Children
f BBC	Young carers aged 5 to 18
g Royal Borough of Kingston upon Thames	Mental Health & Substance Misuse
h Carers Trust	Carers activities
i London Community Fund	Young carers 5-18 Covid response
j Henry Smith	Young carers 5-18
k Trust for London	Adult carers benefits and tribunals
l Big Lottery Community Fund	Young carers 5-18 and volunteer support
m Wates Foundation	Young carers 5-18
n Groundwork	Young carers 5-18
o Royal Borough of Kingston upon Thames	Carers Assessments
p Lloyds	Dementia
q City Bridge Trust	Carers over 65
r Trust for London Young Carers	Adult support
s GLA Young Londoner	Young carers aged 13 +
t Young Carers Activities	Peer support activities
u Garfield Weston	Young carers
v Awards for All (Youth Group)	Young carers
w Fitness and Wellbeing	Young carers 5-18
x Jack Petchey	Young carers
y Wellcome Curiosity	Children In Need/Wellcome Foundation science programme
z Inspiring Change YACs	Young adult carers peer support

Restricted Fund Values and Movements

	Balance brought forward £	Incoming Resources £	Transfers £	Outgoing Resources £	Balance carried forward £
a Royal Borough of Kingston upon Thames	6,172	18,988	(2,265)	(5,399)	17,496
b Royal Borough of Kingston upon Thames	20,281	84,637	(3,262)	(61,728)	39,929
c Royal Borough of Kingston upon Thames	7,125	22,403	(1,812)	(37,317)	(9,601)
d Royal Borough of Kingston upon Thames	(1,945)	5,947	(725)	(6,503)	(3,226)
e Royal Borough of Kingston upon Thames	(14,437)	40,000	(4,017)	(25,118)	(3,572)
f BBC Children in Need	6,680	28,896	0	(13,605)	21,972
g Royal Borough of Kingston upon Thames	(2,828)	31,715	(5,255)	(33,874)	(10,242)
h Carers Trust	9,710	13,632	0	(12,349)	10,993
i London Community Fund	12,718	3,329	(2,144)	(12,429)	1,473
j Henry Smith	6,231	58,150	(6,523)	(45,588)	12,270
k Trust for London	(5,093)	46,000	(6,523)	(45,995)	(11,611)
l Big Lottery Community Fund		64,068	(8,984)	(60,332)	(5,249)
m Wates Foundation	2,445	1,667	0	(3,730)	382
n Groundwork	12,708	14,381	(1,359)	(22,121)	3,609
o Royal Borough of Kingston upon Thames	(15,175)	40,000	(7,927)	(48,640)	(31,742)
p Lloyds	(11,078)	25,020	(3,171)	(20,200)	(9,429)
q City Bridge Trust	7,941	60,760	(6,523)	(43,590)	18,588
r Trust for London Young Carers		40,833	(5,315)	(31,328)	4,190
s GLA Young Londoner	1,757	46,500	(5,798)	(42,070)	388
t Young Carers Activities	(6,192)	5,403	0	(16,040)	(16,829)
u Garfield Weston		6,250		(868)	5,382
v Awards for All (Youth Group)	7,846	7,500	0	(3,641)	11,706
w Fitness and Wellbeing		8,313	(181)	(13,894)	(5,762)
x Jack Petchey	3,709	2,550	0	(2,375)	3,884
y Wellcome Curiosity	(7,672)	34,133	(3,216)	(27,827)	(4,582)
z Inspiring Change YACs	3,197	6,538	0	(7,499)	2,236
Other funds	94,121	17,993	(80,325)	(17,224)	14,566
	138,221	735,606	(155,325)	(661,283)	57,220

KINGSTON CARERS' NETWORK

Notes to the Accounts continued

13 Unrestricted Reserves Movement

	At 1 April 2021	Incoming resources	Transfers	Outgoing resources	At 31 March 2022
	£	£	£	£	£
General Reserves	63,937	92,473	155,325	(180,820)	130,915
Designated Reserves	60,787	-		(10,213)	50,574
	<u>124,724</u>	<u>92,473</u>	<u>155,325</u>	<u>(191,033)</u>	<u>181,489</u>

The General Reserve is utilized for the ongoing Core activities of the charity rather than the charitable activities. In accordance with the Reserves Policy of the Charity the General Reserves are intended to meet all necessary costs in the event of the Charity being forced to be wound up. Transfers between Unrestricted and Restricted Funds represent the charge of management supervision time to each project.

14 Analysis of Net Assets between Funds

	Fixed Assets	Current Assets	Current Liabilities	Total
	£	£	£	£
Unrestricted Reserves	50,574	138,835	(7,920)	181,489
Restricted Funds	-	181,515	(124,296)	57,219
	<u>50,574</u>	<u>320,351</u>	<u>(132,216)</u>	<u>238,709</u>

15 Company limited by guarantee

Kingston Carers' Network was incorporated on 25 January 2013 and the assets and liabilities were transferred as of 1 April 2013 for "Nil" Consideration.

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

KINGSTON CARERS' NETWORK

Minutes of the 30th Annual General Meeting held at 4.00pm on Friday 22nd October 2021 at Searchlight Community Centre, Kingston Road, New Malden, KT3 3RX

Present

Members

Tony Woods	Chair	Joanne Maye	Staff
John Mays	Vice Chair	Nazma Begum	Carer
	Company	Marilyn Fry	Carer
Jo Cocup	Secretary	Maria Bayley Hough	Carer
Manuel Boger	Treasurer	Adelaide Boakye-Yiandom	Carer
Bob Humphries	Trustee	Carole Blackman (Driskoll)	Carer
Viv Rowlands	Trustee	Georgette Bellino	Carer
Dawn Whitcombe	Trustee	Nicola Tyler	Carer
Pat Stanley	Trustee	Prabha Shetty	Carer
	Trustee/Guest	Rose Piercy	Carer
Mayor Sushila Abraham	Speaker	Susanna Bellino	Carer
Diane White	CEO		
David Still	Deputy CEO		

Invited

Ed Davey MP	Guest Speaker	Liz Grimwood	Staff Member
Matthew Abraham	Guest	Carole Whatnall	Staff Member
Fraser McIntyre	Guest	Peter Whatnall	Volunteer
Simon Post	Guest	Ramon Selvakumaran	Volunteer
Ian Oakley	Guest	Rita Ferro	Volunteer
Linda Richards	Staff Member	Brian Maskell	Carer
Laura Kearon	Staff Member	Patricia Maskell	Carer
Lyndsey de Valmency-King	Staff Member	Jose Vieitez	Carer

Apologies:

Nathalie Wilson	RBK	Ava Mintz	Member
Julia Linney	Trustee	Naseem Dar	Member
Ronald Clatworthy	Member	Allie Carnie	Member
Kathryn Ingham	Member	Cheryl Wales	Member
Howards Mintz	Member	Anne Stegman	Volunteer

Welcome and AGM Introduction

Tony Woods, Chair of Kingston Carers' Network introduced himself and welcomed everyone to the AGM. Particular welcome was given to The Worshipful the Mayor of the Royal Borough of Kingston Upon Thames, Councillor Sushila Abraham.

The Chair thanked the Royal Borough of Kingston Upon Thames for their continued support over the last year.

Apologies for Absence

Apologies were tendered by the Trustees, KCN members, volunteers and guests listed as above.

Minutes of the 2020 AGM

The minutes of the 2020 AGM were agreed as a true record.

Adoption of the Annual Accounts for 2020/21

The annual accounts were not formally presented at this meeting. The Chair invited everyone to read the full record of the Annual Accounts in the Annual Report, and to address any questions to the Treasurer, Manuel Boger. The Chair thanked the Finance Team – Manuel Boger, Bob Humphries, Linda Richards and Peter Whatnall for the tremendous amount of work put into producing the annual accounts.

Adoption of the accounts was proposed by Manuel Boger and seconded by Bob Humphries.

The accounts were agreed and adopted by the Board.

Appointment of Independent Examiner

Nazir Mahmoud will continue as the Independent Examiner for the coming financial year.

Proposed by Viv Rowlands and seconded by John Mays.

Agreed by all.

Election of Directors to the Board of Trustees and Officers of the Board 2021/22

The following candidates, under Article 23, being the three longest serving directors of the Board were proposed for re-election as Directors by Tony Woods, seconded by Pat Stanley and agreed by all.

Julia Linney

John Mays

Viv Rowlands

Under Article 24 there were no new directors appointed by a resolution of the Board since the last AGM.

Officers are appointed by the Board. There have been no new appointments since the last AGM.

Report by the Chair – Tony Woods

The Chair invited everyone to read at leisure the full Chairman's Report printed on page 9 of the Annual Report, regarding the strategic growth of Kingston Carers' Network.

Over the last year, staff supported over 4,000 carers. This was an incredible achievement given the circumstances of the pandemic and working from home. A Carers Trust survey showed that 81% of carers provided more care than ever before

Covid, and 72% had no respite breaks. Young Carers were the hardest hit – they lost a huge amount of schooling, and many were unable to attend school once reopened due to shielding vulnerable family members. The biggest issue has been funding, with over 60% from charitable foundations changing their focus onto mental health issues; KCN has tried to target these funds, but the landscape has been very challenging.

With the current crisis in social care and care homes, the burden of care has shifted towards families, so organisations such as our have become busier supporting these carers. There is no quick fix, this is a challenge we need to address, with the Board focussing on diversifying funding and on targeting local business.

Tony thanked Diane, David, Jo and the whole KCN team for the amazing job they have all done this year, but he gave the most thanks to the vast team of volunteers and carers.

Guest Speaker – Ed Davey

Sir Ed Davey MP is the member of parliament for the Royal Borough of Kingston and leader of the Liberal Democrat party.

Sir Ed thanked Tony, the Board, staff and volunteers of KCN for all the essential work they do in the borough. He was keen to work with KCN and ensure that locally they go from strength to strength. It is critical that KCN finds other sources of income to carry out their work.

Sir Ed decided to make a big issue of carers when he became leader, due to both personal experience and from his constituency. Both parents died young, and this made a big impact on life and schooling, so Young Carers are extremely close to heart. In addition, his son, 14, has a neurological condition which means he cannot walk or talk so is cared for on a daily basis.

The voice of carers is not really heard and deserves to be heard. The health of the nation cannot be improved without improving social care. Care crisis is a big issue with a massive agenda, but millions of unpaid family carers are being ignored. Without carers, the NHS would fall over, but this is not being addressed. This is an issue of fairness, social justice and equality. Carers tend to struggle financially as their loved ones are unable to work, carers are unable to work as much due to their caring role, which affects the family income, and society has not addressed this.

This is also a gender equality issue. 75% - 80% of carers are women. To tackle this issue, we must tackle the caring issue:

- i) Income. Carer's allowance is the lowest benefit available.
- ii) Funding for respite care. There is a large gap between those who need respite and those who receive it.
- iii) Employment Rights. Carers need more rights to work flexibly to balance work and caring more effectively.

Sir Ed welcomed ideas from carers. He has been having many meetings with organisations focussed on different issues around carers, to fully understand the needs

of carers in order to get the policies right. There is a difficulty in identifying carers as they do not tend to self-identify, and there is no national system for registering carers, which came to light during the pandemic.

New care minister Gillian Keegan has replaced Helen Whately to take on 'significant challenges' in the care sector. Sir Ed asked those present if they had any questions for

the new carer minister, he would raise them in parliament on Monday •

Sir Ed thanked KCN for all they do in ensuring carers get recognised for all they do.

Chief Executive's Report – Diane White

2020/21 was a challenging year for KCN.

See Annual Report for Diane White's full CEO Report.

Key highlights included:

- 1,050 adult carers referred to KCN
- 146 young carers referred to YCP
- 3,804 virtual advice sessions provided to adult carers
- Income of £770k and over 60% from non-statutory sources
- New roles within KCN, befriending, shopping, prescription collection and food box delivery
- Volunteers contributed over 1,800 hours of their time
- Financial gain for carers of almost £1.17m

It is estimated that carers save the health and care system £239 million per year in the Royal Borough of Kingston.

Young Carers' Action Day – a short video.

Young carers spoke of their experiences with KCN and what they love about KCN's Young Carers' Project.

The video can be found on You Tube here:

<https://youtu.be/zKBrOnu50r4>

Carers' Strategy 2021 – Diane White

The strategy will be created in a partnership of carers, Kingston Council, ourselves at Kingston Carers' Network, health partners in Southwest London Clinical Commissioning Group and other voluntary sector organisations. It will be a 3-year plan for supporting carers of all ages, including young and young adult.

Adult Carers survey initial high-level results:

- 229 responses so far
- 44.8% caring for an elderly person (over 65)
- 43.7% caring for an adult (up to 65 years old)
- 17.2% caring for a child with a disability or long-term illness or condition
- Deadline extended to 31 October

The 5 most important things for carers:

- Health and Wellbeing
- Information and advice, jointly with
- Having a life outside of caring
- Financial impact of caring
- Respite

Diane invited everyone to come and speak to her about the strategy after the meeting.

Any Other Business

There was no other business.

Closing Remarks from the Worshipful the Mayor of the Royal Borough of Kingston upon Thames, Councillor Sushila Abraham

The Chair introduced the Mayor, who is also a Trustee of Kingston Carers' Network.

The Mayor thanked everyone present.

The Mayor stated that without KCN, it would have been very difficult for carers to receive advice and support, and that KCN did remarkable work. She thanked all the volunteers and staff at KCN, particularly the volunteers, without whom nothing can happen.

The Mayor spoke about attending a function with the young carers in May, which opened her eyes to how very young they were, and that most people do not realise what they are going through, and how amazing it is that they can balance school and caring.

The Mayor was very glad to see such a great strategy, and stated how important it was to be written by carers.

Tolworth PSM pharmacy is doing walk ins for booster jabs, although many people have been unable to access them.

The Mayoral theme is mental health and wellbeing which fits well with the work of KCN. One of the Mayoral Charities is Milaap who offers social activities and home cooked meals for older residents, largely from the BAME community and the Mayor is delighted to see the Chair of Milaap here today.

On behalf of RBK, the Mayor offered her thanks to KCN.

The Chair thanked the Mayor for her attendance and the Council's continued support. He gave final thanks to everyone present, the Mayor and Sir Ed.

This brings to a close the 2021 AGM.

Kingston Carers' Network



**Kingston Carers' Network
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24 HOUR ANSWERPHONE

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