

The Pear Tree Fund
Unaudited financial statements
31 December 2022

The Pear Tree Fund

Financial statements

Year ended 31 December 2022

	Page
Trustees' annual report	1
Independent examiner's report to the trustees	8
Statement of financial activities	9
Balance sheet	10
Notes to the financial statements	11

The Pear Tree Fund

Trustees' annual report

Year ended 31 December 2022

The trustees present their report and the unaudited financial statements of the charity for the year ended 31 December 2022.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 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 published in October 2019.

Reference and administrative details

Registered charity name	The Pear Tree Fund
Charity registration number	1155419
Principal office	59b The Thoroughfare Halesworth Suffolk IP19 8AR

The trustees

The trustees who served during the year and at the date of approval were as follows:

Dr K Maclusky (Charity Chair) (resigned 3 January 2022)
Dr D C Morley (Vice Chair, appointed as Chair 4 January 2022)
Mrs C Boyle (Charity Vice Chair, resigned 1 July 2022, appointed 1 December 2022)
Mr E Edwards (appointed 12 June 2022)
Mrs J Edwards
Mrs B Kell (resigned 31 March 2022)
Mr G Peryer (resigned 6 September 2022)
Mrs N Sawkins
Mr H Tidman
Mr S Thackray (resigned 13 January 2022)
Mrs L Smith (appointed 18 November 2022)
Mrs D Willetts (appointed 18 November 2022)
Mr P King (appointed 13 October 2022)

Treasurer	Mr P King
------------------	-----------

Independent examiner	Mark Proctor FCA DChA Lovewell Blake LLP Chartered accountants Bankside 300 Peachman Way Broadland Business Park Norwich NR7 0LB
-----------------------------	---

Bankers	Barclays Bank PLC New Market Place Beccles NR34 9HD
----------------	--

The Pear Tree Fund

Trustees' annual report *(continued)*

Year ended 31 December 2022

Objectives and activities

The objectives of the charity are:

'To provide information, advice and holistic support to anyone with a life-changing illness or long-term condition who lives in East Suffolk and neighbouring parts of Mid Suffolk and South Norfolk, and to families and carers. Services and support are provided from the Pear Tree Centre in Halesworth, or by telephone, online and in the home.'

Public benefit

The Board of Trustees confirm that they have had due regard to the Charity Commission's guidance on public benefit.

The charity considers that it provides a benefit to the general public by making funds available to provide support for people with life-changing illnesses and long-term conditions and their families and carers living in the geographical area covered.

Activities and Developments

Covid restrictions were finally lifted during the year and the Centre was able to resume normal business. The Fund continued to support a number of people affected by the pandemic, physically and emotionally, either through involvement in activities and groups or with counselling support. It has been good to see the Centre flourish, being used as intended at last. There have been some difficult times with staff members catching Covid but the Centre has remained open as planned.

The main work of the staff at the Centre is welcoming and supporting people with cancer or other life-changing diagnoses and offering support to their families. An in-depth interview is undertaken with visitors needing on-going support and the tailored support agreed. It has been a pleasure to receive positive reports from visitors and their families about the support the Centre and Fund have provided.

Our volunteers are an essential and much appreciated addition to the workforce, greeting visitors, making them refreshments and providing a listening ear. Volunteers keep Richard's garden (named after a GP who was a former trustee and chair) looking good throughout the year. In the warmer weather it becomes an extension of the Centre itself and visitors enjoy being in lovely surroundings. Some services move out into the garden, for example Tai Chi - during the warm days.

Cooking for One and the art classes for visitors and their carers have both proved increasingly popular, with groups continuing to meet elsewhere once the courses are finished. An excellent art exhibition was held at the end of the autumn course. The Hopes and Dreams project, supporting people with dementia and their carers, based on an internationally recognised programme, has proved very successful.

We provide space to a number of private and NHS services which bring in an income, including a hearing care service, a hearing aid repair service, diabetic eye screening and an AAA screening service across the month. Clients of these services can hear about the activities of the Fund as a bi-product of their visits and access services they find helpful. We also host the Communities Together Cuppa and Chat sessions and the Rural Coffee Caravan.

The Fund has developed relationships in Bungay, Beccles and Harleston with the aim of encouraging increasing use of the Fund's services in these areas and the outlying villages. Partnerships continue to develop and are an important part of the support that visitors can be sign-posted to.

The increased publicity about the Fund has extended the profile of our work and has included a short play by Jan Etherington entitled *You'll Be Fine*, about two sisters' reactions to the death of their father, put on at the Cut Theatre where the CEO led a very interesting Q&A session at the end of the performance. In addition a video poem *We Are Here* written by Dean Parkin, based on Dean's visits to the Pear Tree Centre, can be accessed on our website.

The Pear Tree Fund

Trustees' annual report *(continued)*

Year ended 31 December 2022

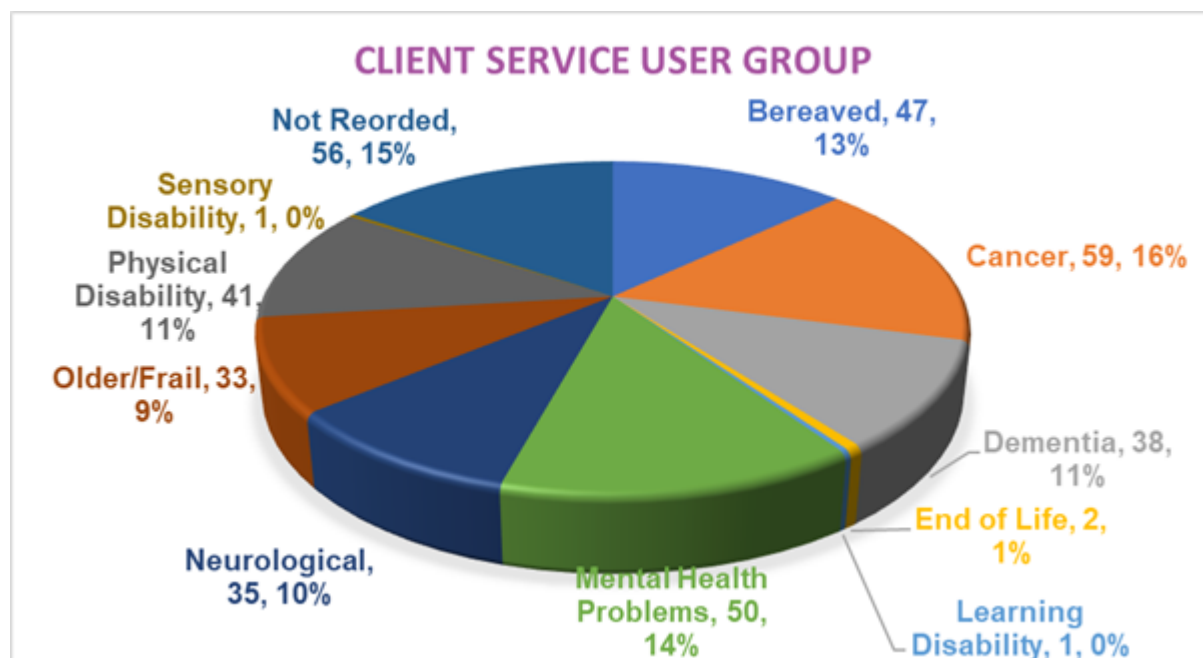
Activities and Developments *(continued)*

Staffing changes: During the year the Deputy Centre Manager, the Information and Advice Coordinator (I&AC) and the Counsellor and Complementary Therapist tendered their resignations. The Deputy post was replaced by a new Wellbeing and Bereavement Support Coordinator post which was filled by a job share partnership. Sadly, due to personal circumstances, one of the job sharers also had to resign. We are now in the process of replacing that post. The I&AC role was introduced to provide an inhouse service, ending the partnership with DANES. On the resignation of this staff member DANES has been contracted once again to provide this service. The counselling service continues to be offered by a contracted psychotherapist, contacted counsellors and a volunteer counsellor. Towards the end of the year trustees had to face the fact that the Fund could no longer afford to employ a CEO. The post was duly made redundant at the end of the year. The work of the Fund continues as before in the very capable hands of the Centre and Operations Manager and the Finance Manager.

Trustee changes: Dinah Morley remained in the chair with Cate Boyle as vice chair. Halfway through the year Cate resigned as a trustee to work alongside the CEO on funding priorities. She returned to the Trustee Board in December. Guy Peryer also resigned from the Board but has now returned. A major trustee recruitment drive was undertaken and the Board is fortunate in finding three excellent new trustees, one of whom has taken over the role of Treasurer from Ted Edwards.

Volunteers: We remain ever indebted to our team of volunteers, both at the Centre and at Dee's Den. The numbers dropped during Covid but are now building back up to earlier levels. The Events Committee has been able to function again and has been amazing in raising much needed funds. All of these people give their time freely to the activities of the Fund and cannot be thanked enough.

Visitors/clients: As can be seen from the pie chart below people with cancer make up the largest group, followed by people with mental health problems. Over 500 people were supported through the year with an average footfall of 150 per week.



Governance: During the year the charity's objectives have been clarified and reported to the Charity Commission. These were agreed by trustees as follows: To provide information, advice and holistic support to anyone with a life-changing illness or long-term condition who lives in East Suffolk and neighbouring parts of Mid Suffolk and South Norfolk, and to families and carers. Services and support are provided from the Pear Tree Centre in Halesworth, or by telephone, online and in the home.

The Pear Tree Fund

Trustees' annual report *(continued)*

Year ended 31 December 2022

Financial review

Over the past few years, the Trustees prudently set aside funds whilst the Pear Tree Centre was being built to allow for a period of growth and development of the charity once the centre was fully operational. Unfortunately the outbreak of Covid in early 2020 delayed these plans for a couple of years, but 2022 was intended to be a year where the expansion of the charity could really be pursued, following the appointment of the Chief Executive and Finance Manager. For this reason the trustees planned to utilise some of the free reserves in order to fund this innovation and expansion, including increasing staff numbers by offering improved services in-house. The budget was therefore set at a level that would require £66,775 of general reserves to be utilised in order to fund this stage of the charity's development.

Income and Expenditure Account: Total income for the year amounted to £256,200, a small reduction on the 2021 figure of £263,115. Whilst there was an increase in income from grants and a significant increase in fundraising events income thanks to the work of the Events Committee, this was offset by there being no significant legacies received in the year, against legacies received in 2021 of £61,551. The Furlough income received in 2021 of £4,007 was not repeated in 2022. Individual donations remained stable across 2022 when compared to 2021.

Total expenditure for the year amounted to £307,715, which was an increase of £48,680 on the previous year's expenditure level of £259,035. As mentioned above, it was always the intention to utilise the charity's reserves in order to expand the charity's services and value to the community during 2022. Salary costs increased due to the appointment of the Chief Executive and appointing appropriately qualified staff to deliver services in house, which included Counselling and Welfare Advice. There was an increase in rent due to the signing of the lease for the new Head Office at the start of the year. Advertising costs were the other main area of growth and were in line with the charity's expansion plans and promoting the work of the charity to a wider area. The Direct Support Costs were lower than in 2021 as we saw a reduction in the demand for care packages to be put in place during the year.

The overall final position in 2022 was therefore a loss of £51,515 which was an improvement on the budgeted loss position of £66,775.

Balance Sheet: The cash and bank balances have decreased to £316,699 compared with the balances at the end of 2021 of £368,136 (a reduction of £51,437). The total value of the charity has decreased to £1,178,345 in 2022 from £1,229,860 in 2021.

In respect of funds available to the charity, these are split into restricted and unrestricted/designated funds as follows:-

The balance of Restricted Income Funds currently stand at £69,050 and these are usually restricted by the grantor or donor for a specific purpose.

Unrestricted Funds are split between Free Reserves of £59,949 (or General Funds - see section 19 on page 23) in 2022 (2021:£143,684) and Internally Designated Funds, which include £90,000 set aside as a running cost fund for the Pear Tree Centre spread over four years, a designated contingency palliative care fund reserve of £30,000, and a legacy of £86,438, of which £22,500 has been designated by the trustees towards running costs, with the remainder designated to funding a retail manager for the Pear Tree Fund's Charity Shop for a two year period and further development of the charity's retail operations. These would have originally been classed as Free Reserves, but the Trustees have decided to internally designate these reserves to a specific purpose. These designations can be reviewed and amended by the Trustees at any time. These Free Reserves and Internally Designated Funds totalled £266,387 at the end of 2022.

Looking to the next few years, the Trustees wish to achieve a balanced budget position by 2025 and so have already made some difficult cost saving decisions in early 2023, including making redundant the Chief Executive's role and closing the Head Office when the first break clause in the lease allows in early 2024. The Trustees also understand the importance of diversifying the Charity's income streams to avoid over-reliance on one particular area, such as grants, and so will be commissioning the production of a Fund Raising Strategy in early 2023.

The Pear Tree Fund

Trustees' annual report *(continued)*

Year ended 31 December 2022

Financial review *(continued)*

Reserves policy

The charity's reserves policy was reviewed by the trustees in 2021 given that the charity was very much in a transition period of development. The charity's reserves policy was therefore amended so that Free Reserves should equate to approximately six months unrestricted, budgeted expenditure rather than actual expenditure, in order to reflect the anticipated increase in operations in 2022. Using this basis, the trustees felt that they would be able to continue the current activities of the charity in the short term, in the event of a significant drop in funding. The trustees also agreed at the time that the reserves policy would revert to the original policy of approximately six months unrestricted, actual expenditure from the 2022 accounts onwards as the actual expenditure for 2022 was likely to properly reflect the charity's operational costs moving forward. However, given the reduction in salary costs due to making the Chief Executive's role redundant in early 2023, the trustees have agreed that the policy should still be based on budgeted expenditure, as the budget for 2023 will be a more realistic reflection of the expenditure commitment for the next three years.

It is anticipated that the unrestricted expenditure of the charity from 2023 will be approximately £250,000 a year. The total of free Unrestricted Funds was £266,387 at the end of 2022 which exceeds the reserve amount required by the policy, but within this figure are the internally designated funds of £206,438 which have been earmarked for future projects and running costs (see Balance Sheet section above)

Principal funding sources

The charity is fortunate in that it continued to receive a considerable amount of support from the local community, grant making trusts and foundations and local authorities in 2022. The Trustees would again particularly like to thank The Big C, the Norfolk cancer charity, who have committed to providing a grant in the sum of £30,000 per annum for 5 years towards staff cost; The February Foundation, who made a 3-year commitment towards core costs for the Pear Tree Centre with a final year payment of £7,500; and Heveningham Hall Country Fair Trust who generously gave £30,000 towards Centre core costs.

We are indebted to a number of grant making trusts and foundations, including Suffolk Community Foundation who facilitated grants from the following trusts:- Harris Family Fund - £3,000 for Beccles Outreach; East of England Co-Op Community Cares Fund - £5,000 for 'Cooking for One'; Fonnereau Road Health Foundation Trust - £5,000 for Counselling costs; the Partiger Trust Fund - first of three £5,000 grants towards core costs; Suffolk Giving and Private Funds - £2,000 for core costs; Suffolk Cancer Screening Fund - £4,000 for Cancer Screening Awareness. Thanks also goes to Mrs Smith and Mount Trust who kindly gave the last of two £3,000 grants towards Counselling costs; Mrs L D Rope Third Charitable Settlement granted £5,000 towards a Financial Wellness Programme; and St James' Place Charitable Foundation for a £2,500 grant towards 'Cooking for One'.

We received a number of grants from both the district and county council during the year. East Suffolk Council generously gave the following grants:- £5,000 for Art Therapy Courses, £5,000 for the 'Hopes and Dreams' Dementia Project, £5,000 for the Well Being Project and we also received £500 to be a Warm Room for Halesworth. £1,000 was received from the Enabling Councillor Budget for a Men's Wellbeing Group. Suffolk County Council also kindly gave grants for the following:- £10,000 for Household Support Grants, a £10,000 grant from Engaged Communities for the Recovery and Wellness project and £15,000 for the Financial Wellness Programme. £1,000 was received from the Local Councillor Budget for a Women's Wellbeing Group.

Thanks are also due to Norfolk and Waveney ICB for £4,000 towards the Compassionate Communities Project, NFU Mutual for a grant of £3,040 towards core costs, and to an anonymous donor for £2,000 towards gardening costs.

The Pear Tree Fund

Trustees' annual report *(continued)*

Year ended 31 December 2022

Financial review *(continued)*

Principal funding sources *(continued)*

£1,000 was received through legacies left by local people and £15,448 in donations. 2022 saw a significant increase in income from events, both through those organised by the community and by our own hard working Events Committee, receiving £37,143 in total. This included over £8,000 from the charity's annual Golf Day. The Trustees would like to offer a special thanks to the volunteers of Dee's Den, whose time and commitment provides the charity with much needed income. Gross trading income from Dee's Den totalled £28,838 for 2022.

The charity continues to be heavily reliant on grant funding and has identified the need to diversify its income in 2023 and beyond and secure more sustainable funding streams for the future delivery of the charitable objectives.

Future Plans

The future looks bright for the Fund and current staff are energised by the prospect of being joined by a Centre Activities Coordinator shortly. Trustees will be working, pro bono, with the Cranfield Trust to develop a forward-thinking strategy, ensuring that the key objectives of the Fund are maintained and developed appropriately. The Board will also be working with Charity Fundraising Ltd to ensure that our fundraising activity is spread across a range of donors and leaves the Fund in a financially secure position going into 2024.

Services provided at the PTC will continue, developing to better meet the needs of the people it serves. We anticipate a closer partnership with the Dementia Carers Fund, Suffolk Family Carers and our original partners the Big C. A regular Centre management meeting will be established, bringing together our partners, key user groups and contracted staff.

Our aim in the coming year is to consolidate the services we currently provide and ensure that they are reaching those who need them most. The staff team will be increased to ensure the smooth delivery of services and hours of current staff will be increased as needed. Our aim is to ensure that everything we do is done to the highest standards and that visitors feel welcomed and supported.

Trustees will be, and are being, increasingly involved with the work of the Fund. A regular newsletter will be produced and circulated to all donors, volunteers and people interested in our work. In this way the public will be informed of fundraising events, which we hope will be well supported, and of service developments. Some trustees are involved in matters relating to the fabric of the Centre and others with the health and safety of both the Centre and Dee's Den. The treasurer trustee will continue to work closely with the Finance Manager to ensure that our financial affairs are in order. The vice chair will be taking overall responsibility for governance issues and for ensuring that policies are updated as necessary. The chair will continue to take an overview of the Fund's affairs, ensuring that human resources issues are dealt with and that the Management Team is well supported.

The Fund enjoys a great deal of support in the community and trustees, staff and volunteers will be working to build on this in the coming year.

The Pear Tree Fund

Trustees' annual report *(continued)*

Year ended 31 December 2022

Structure, governance and management

Governing document

The Pear Tree Fund is a foundation registered CIO, registered on 21 January 2014, number 1155419.

Recruitment and appointment of Trustees

The charity aims to recruit Trustees with a wide range of experience from the public, third and private sectors, from which the charity will benefit.

Induction and training of Trustees

All new Trustees will be provided with copies of:

- the charity's Deed of Trust;
 - the latest accounts of the charity;
- and encouraged to read Charity Commission guidance notes CC3 - 'The Essential Trustee: what you need to know, what you need to do'.

In addition, Trustees are encouraged to read Charity Commission and other newsletters and to attend courses designed to keep them abreast of their duties and responsibilities.

Risk management

The Trustees are in the process of examining the major strategy, business and operational risks which the charity faces and confirm that systems are being established to enable regular reports to be produced so that the necessary steps can be taken to reduce these risks.

Organisational structure

The Board of Trustees is responsible for strategic oversight and management of the charity and meet every six weeks to two months. The Board has several sub-committees, including governance, finance and audit and service development.

True and fair override

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the 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 issued in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The trustees' annual report was approved on 9 June 2023 and signed on behalf of the board of trustees by:

Dr D C Morley
Chair

The Pear Tree Fund

Independent examiner's report to the trustees of The Pear Tree Fund

Year ended 31 December 2022

I report to the charity trustees on my examination of the financial statements of the charity for the year ended 31 December 2022 which comprise the statement of financial activities, balance sheet and the related notes.

Responsibilities and basis of report

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

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 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

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

I have completed my examination. I confirm that no material 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 130 of the Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do 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.

Your attention is drawn to the fact that the Charity has prepared the accounts (financial statements) in accordance with 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) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has since been withdrawn.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

Mark Proctor FCA DChA
Independent Examiner

Lovewell Blake LLP
Chartered accountants
Bankside 300
Peachman Way
Broadland Business Park
Norwich
NR7 0LB

12 June 2023

The Pear Tree Fund

Statement of financial activities

Year ended 31 December 2022

		Unrestricted funds £	2022 Restricted funds £	Total funds £	2021 Total funds £
	Note				
Income and endowments					
Donations and legacies	4	46,988	133,490	180,478	201,348
Charitable activities	5	8,772	–	8,772	10,034
Other trading activities	6	65,981	–	65,981	47,053
Investment income	7	969	–	969	673
Other income	8	–	–	–	4,007
Total income		<u>122,710</u>	<u>133,490</u>	<u>256,200</u>	<u>263,115</u>
Expenditure					
Expenditure on raising funds:					
Costs of raising donations and legacies	9	(3,972)	–	(3,972)	(3,026)
Expenditure on charitable activities	10	(222,487)	(81,256)	(303,743)	(256,009)
Total expenditure		<u>(226,459)</u>	<u>(81,256)</u>	<u>(307,715)</u>	<u>(259,035)</u>
Net (expenditure)/income and net movement in funds		<u>(103,749)</u>	<u>52,234</u>	<u>(51,515)</u>	<u>4,080</u>
Reconciliation of funds					
Total funds brought forward		1,213,044	16,816	1,229,860	1,225,780
Total funds carried forward		<u>1,109,295</u>	<u>69,050</u>	<u>1,178,345</u>	<u>1,229,860</u>

The statement of financial activities includes all gains and losses recognised in the year.
All income and expenditure derive from continuing activities.

The notes on pages 11 to 24 form part of these financial statements.

The Pear Tree Fund

Balance sheet

31 December 2022

		2022	2021
	Note	£	£
Fixed assets			
Tangible fixed assets	14	842,908	862,922
Current assets			
Debtors	15	31,900	17,261
Cash at bank and in hand		316,699	368,136
		<u>348,599</u>	<u>385,397</u>
Creditors: Amounts falling due within one year	16	<u>(13,162)</u>	<u>(18,459)</u>
Net current assets		335,437	366,938
Total assets less current liabilities		<u>1,178,345</u>	<u>1,229,860</u>
Net assets		<u>1,178,345</u>	<u>1,229,860</u>
Funds of the charity			
Restricted funds		69,050	16,816
Unrestricted funds		1,109,295	1,213,044
Total charity funds	18	<u>1,178,345</u>	<u>1,229,860</u>

These financial statements were approved by the board of trustees and authorised for issue on 9 June 2023, and are signed on behalf of the board by:

Dr D C Morley
Chair

The notes on pages 11 to 24 form part of these financial statements.

The Pear Tree Fund

Notes to the financial statements

Year ended 31 December 2022

1. General information

The Pear Tree Fund is a Charitable Incorporated Organisation, registered in England and Wales. The address of the registered office is given in the Charity information on page 1 of these financial statements. The nature of the Charity's operations and principal activities is to provide support for terminally ill patients registered with Cutlers Hill Surgery and their families in the community, by the provision of nursing care and equipment, and to provide information and support to people living in Halesworth and the surrounding area who have life threatening or life limiting illness and to their families.

2. Statement of compliance

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Accounting Practice.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the 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 issued in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

3. Accounting policies

(a) Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain items measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity, and rounded to the nearest £1.

(b) Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

(c) Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal.

The Pear Tree Fund

Notes to the financial statements *(continued)*

Year ended 31 December 2022

3. Accounting policies *(continued)*

(d) Income

All income is included in the statement of financial activities when entitlement has passed to the charity, it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- Income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- Legacy income is recognised when receipt is probable and entitlement is established.
- Income from donated goods is measured at the fair value of the goods unless this is impracticable to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- Income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

(e) Government grants

Government grants are recognised at the fair value of the asset received or receivable. Grants are not recognised until there is reasonable assurance that the company will comply with the conditions attaching to them and the grants will be received.

Government grants are recognised using the accrual model and the performance model.

Under the accrual model, government grants relating to revenue are recognised on a systematic basis over the periods in which the company recognises the related costs for which the grant is intended to compensate. Grants that are receivable as compensation for expenses or losses already incurred or for the purpose of giving immediate financial support to the entity with no future related costs are recognised in income in the period in which it becomes receivable.

Grants relating to assets are recognised in income on a systematic basis over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income and not deducted from the carrying amount of the asset.

Under the performance model, where the grant does not impose specified future performance-related conditions on the recipient, it is recognised in income when the grant proceeds are received or receivable. Where the grant does impose specified future performance-related conditions on the recipient, it is recognised in income only when the performance-related conditions have been met. Where grants received are prior to satisfying the revenue recognition criteria, they are recognised as a liability.

The Pear Tree Fund

Notes to the financial statements *(continued)*

Year ended 31 December 2022

3. Accounting policies *(continued)*

(f) Expenditure

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- Expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- Expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- Other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

(g) Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other recognised gains and losses, unless it reverses a charge for impairment that has previously been recognised as expenditure within the statement of financial activities. A decrease in the carrying amount of an asset as a result of revaluation, is recognised in other recognised gains and losses, except to which it offsets any previous revaluation gain, in which case the loss is shown within other recognised gains and losses on the statement of financial activities.

(h) Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Land and buildings	- 2% straight line
Fixtures and fittings	- 20% straight line
IT equipment	- 20% straight line

(i) Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

The Pear Tree Fund

Notes to the financial statements *(continued)*

Year ended 31 December 2022

3. Accounting policies *(continued)*

(j) Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

4. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Donations			
Donations	15,448	–	15,448
Legacies			
Legacies	1,000	–	1,000
Grants			
Grants	30,540	133,490	164,030
	<u>46,988</u>	<u>133,490</u>	<u>180,478</u>
	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Donations			
Donations	16,910	–	16,910
Legacies			
Legacies	61,551	–	61,551
Grants			
Grants	8,100	114,787	122,887
	<u>86,561</u>	<u>114,787</u>	<u>201,348</u>

The Pear Tree Fund

Notes to the financial statements *(continued)*

Year ended 31 December 2022

5. Charitable activities

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
Other income	<u>8,772</u>	<u>8,772</u>	<u>10,034</u>	<u>10,034</u>

6. Other trading activities

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
Fundraising events	37,143	37,143	14,135	14,135
Other trading activities	<u>28,838</u>	<u>28,838</u>	<u>32,918</u>	<u>32,918</u>
	<u>65,981</u>	<u>65,981</u>	<u>47,053</u>	<u>47,053</u>

7. Investment income

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
Bank interest receivable	<u>969</u>	<u>969</u>	<u>673</u>	<u>673</u>

8. Other income

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
Furlough income	<u>—</u>	<u>—</u>	<u>4,007</u>	<u>4,007</u>

9. Costs of raising donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Lottery prize costs	2,118	—	2,118
Other fundraising costs	<u>1,854</u>	<u>—</u>	<u>1,854</u>
	<u>3,972</u>	<u>—</u>	<u>3,972</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Lottery prize costs	1,844	—	1,844
Other fundraising costs	<u>1,124</u>	<u>58</u>	<u>1,182</u>
	<u>2,968</u>	<u>58</u>	<u>3,026</u>

The Pear Tree Fund

Notes to the financial statements *(continued)*

Year ended 31 December 2022

10. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Wages and salaries	95,351	62,244	157,595
Direct support costs	16,198	14,814	31,012
Stationery and sundry	10,918	3,948	14,866
Insurance	2,829	—	2,829
Electricity, rent and rates	21,098	250	21,348
Legal and professional fees	11,411	—	11,411
Repairs and maintenance	7,141	—	7,141
IT costs	8,444	—	8,444
Advertising	14,287	—	14,287
Stationery	3,344	—	3,344
Depreciation	28,736	—	28,736
Governance costs	2,730	—	2,730
	<u>222,487</u>	<u>81,256</u>	<u>303,743</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Wages and salaries	32,113	81,724	113,837
Direct support costs	8,924	37,928	46,852
Stationery and sundry	11,791	2,640	14,431
Insurance	3,600	—	3,600
Electricity, rent and rates	14,172	—	14,172
Legal and professional fees	4,490	—	4,490
Repairs and maintenance	5,503	—	5,503
IT costs	14,530	—	14,530
Advertising	6,747	92	6,839
Stationery	1,782	—	1,782
Depreciation	27,492	—	27,492
Governance costs	2,481	—	2,481
	<u>133,625</u>	<u>122,384</u>	<u>256,009</u>

Analysis of governance costs:

	Unrestricted Funds £	Total Funds 2022 £	Total Funds 2021 £
Independent examination fees	<u>2,730</u>	<u>2,730</u>	<u>2,481</u>

11. Independent examination fees

	2022 £	2021 £
Fees payable to the independent examiner for:		
Independent examination of the financial statements	<u>2,730</u>	<u>2,481</u>

The Pear Tree Fund

Notes to the financial statements *(continued)*

Year ended 31 December 2022

12. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2022	2021
	£	£
Wages and salaries	144,414	105,482
Social security costs	7,258	4,430
Employer contributions to pension plans	5,923	3,925
	<u>157,595</u>	<u>113,837</u>

The average head count of employees during the year was 8 (2021: 7).

No employee received employee benefits of more than £60,000 during the year (2021: Nil).

Key Management Personnel

Key management personnel include all persons that have authority and responsibility for planning, directing and controlling the activities of the charity. The total compensation paid to key management personnel for services provided to the charity was £52,842 (2021: £31,190).

13. Trustee remuneration and expenses

No trustee received any remuneration or expenses in the year (2021: £Nil).

14. Tangible fixed assets

	Buildings	Fixtures and fittings	Equipment	Land	Total
	£	£	£	£	£
Cost					
At 1 January 2022	812,098	25,877	26,299	48,400	912,674
Additions	3,916	133	4,673	–	8,722
At 31 December 2022	<u>816,014</u>	<u>26,010</u>	<u>30,972</u>	<u>48,400</u>	<u>921,396</u>
Depreciation					
At 1 January 2022	33,851	9,208	6,693	–	49,752
Charge for the year	17,255	5,718	5,763	–	28,736
At 31 December 2022	<u>51,106</u>	<u>14,926</u>	<u>12,456</u>	<u>–</u>	<u>78,488</u>
Carrying amount					
At 31 December 2022	<u>764,908</u>	<u>11,084</u>	<u>18,516</u>	<u>48,400</u>	<u>842,908</u>
At 31 December 2021	<u>778,247</u>	<u>16,669</u>	<u>19,606</u>	<u>48,400</u>	<u>862,922</u>

The Pear Tree Fund

Notes to the financial statements *(continued)*

Year ended 31 December 2022

15. Debtors

	2022	2021
	£	£
Trade debtors	784	520
Prepayments and accrued income	27,765	11,821
Other debtors	3,351	4,920
	<u>31,900</u>	<u>17,261</u>

16. Creditors: Amounts falling due within one year

	2022	2021
	£	£
Trade creditors	3,979	4,704
Accruals and deferred income	4,898	8,901
Social security and other taxes	3,024	3,974
Other creditors	1,261	880
	<u>13,162</u>	<u>18,459</u>

17. Pensions and other post retirement benefits

Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £5,923 (2021: £3,925).

The Pear Tree Fund

Notes to the financial statements *(continued)*

Year ended 31 December 2022

18. Analysis of charitable funds

	Balance at 1 Jan 2022	Income £	Expenditure £	Transfers £	Balance at 31 Dec 2022 £
Unrestricted funds					
General funds	1,006,606	122,710	(226,459)	—	902,857
Designated fund: Pear Tree					
Running Costs Fund	90,000	—	—	—	90,000
Designated fund: Care packages	30,000	—	—	—	30,000
Designated fund: Legacy Ring Fenced	63,938	—	—	—	63,938
Designated fund: Legacy Cost Support	22,500	—	—	—	22,500
	<u>1,213,044</u>	<u>122,710</u>	<u>(226,459)</u>	<u>—</u>	<u>1,109,295</u>
Restricted funds					
Norfolk Community Foundation	850	—	(850)	—	—
University of East Anglia	820	—	(820)	—	—
Suffolk Community Foundation					
- art therapy	8,834	—	(8,546)	—	288
East Suffolk Council Boost Scheme	3,312	—	(3,312)	—	—
Halesworth Town Council	3,000	—	(3,000)	—	—
The Big C Appeal	—	30,000	(30,000)	—	—
February Foundation	—	7,500	(7,500)	—	—
Heveningham Hall Cost Support	—	10,000	(10,000)	—	—
East Suffolk Council Locality Budget (Tony Goldson)	—	1,000	(800)	—	200
Norfolk and Waveney CCG	—	3,990	(3,990)	—	—
East Suffolk Council - Mental Health Art Therapy	—	5,000	(2,480)	—	2,520
Suffolk Community Foundation					
- cancer screening	—	4,000	—	—	4,000
SCC Locality Budget - Annette Dunning	—	1,000	(800)	—	200
Mrs Smith and Mount Trust	—	3,000	(3,000)	—	—
East Suffolk Council - Dementia Project (Hopes and Dreams)	—	5,000	(510)	—	4,490
Suffolk County Council - Household Support	—	10,000	(5,003)	—	4,997
SCC Engaged Communities Public Health	—	10,000	(228)	—	9,772
East Suffolk Council Boost - Wellness Personal Toolkit	—	5,000	—	—	5,000
SCF - Fonnereau Road Health Foundation Fund	—	5,000	(417)	—	4,583
Anonymous donor	—	2,000	—	—	2,000
Harris Family Fund-Suffolk Community Foundation	—	3,000	—	—	3,000
East of England CoOp-Suffolk Community Foundation	—	5,000	—	—	5,000
St James Place Charitable Foundation	—	2,500	—	—	2,500
East Suffolk Council - Warm Room	—	500	—	—	500

The Pear Tree Fund

Notes to the financial statements (continued)

Year ended 31 December 2022

Restricted funds (continued)

Mrs L D Rope Third Charitable Settlement	–	5,000	–	–	5,000
SCC Engaged Communities-Public Health Tackling Poverty	–	15,000	–	–	15,000
	<u>16,816</u>	<u>133,490</u>	<u>(81,256)</u>	<u>–</u>	<u>69,050</u>
	<u>1,229,860</u>	<u>256,200</u>	<u>(307,715)</u>	<u>–</u>	<u>1,178,345</u>

	Balance at 1 Jan 2021	Income £	Expenditure £	Transfers	Balance at 31 Dec 2021 £
Unrestricted funds					
General funds	997,521	148,328	(136,593)	(2,650)	1,006,606
Designated fund: Pear Tree Running Costs Fund	90,000	–	–	–	90,000
Designated fund: Care packages	30,000	–	–	–	30,000
Designated fund: Legacy Ring Fenced	63,938	–	–	–	63,938
Designated fund: Legacy Cost Support	22,500	–	–	–	22,500
	<u>1,203,959</u>	<u>148,328</u>	<u>(136,593)</u>	<u>(2,650)</u>	<u>1,213,044</u>
Restricted funds					
Heveningham Hall Cost Support	20,000	–	(20,000)	–	–
Cost support fund	1,821	–	(1,821)	–	–
Norfolk Community Foundation	–	–	(2,800)	3,650	850
St Elizabeth Hospice	–	24,000	(24,000)	–	–
University of East Anglia	–	1,500	(680)	–	820
Suffolk Community Foundation	–	17,733	(8,899)	–	8,834
East Suffolk Council Boost Scheme	–	5,000	(1,688)	–	3,312
Halesworth Town Council	–	3,000	–	–	3,000
Adnams	–	1,000	(1,000)	–	–
The Big C Appeal	–	30,000	(30,000)	–	–
Leeds Building Society	–	1,000	–	(1,000)	–
Geoffrey Watling Charities	–	4,000	(4,000)	–	–
Suffolk Community Foundation	–	6,036	(6,036)	–	–
February Foundation	–	7,500	(7,500)	–	–
Mrs Smith and Mount	–	3,000	(3,000)	–	–
Simon Gibson Charitable Trust	–	3,000	(3,000)	–	–
Suffolk Communities Foundation	–	5,018	(5,018)	–	–
The Mrs L D Rope Third Charitable Settlement	–	3,000	(3,000)	–	–
	<u>21,821</u>	<u>114,787</u>	<u>(122,422)</u>	<u>2,650</u>	<u>16,816</u>
	<u>1,225,780</u>	<u>263,115</u>	<u>(259,035)</u>	<u>–</u>	<u>1,229,860</u>

The Pear Tree Fund

Notes to the financial statements *(continued)*

Year ended 31 December 2022

Designated funds have been set aside to cover the running costs of the Pear Tree Centre and to provide care packages. They also include the proceeds of legacies which the trustees wish to ringfence towards funding a retail shop manager for the charity shop for two years.

The balance of the grant received from Norfolk Community Foundation which was received in 2020 for support for Holton, Weston and Sotherton residents has been fully spent in the year.

A grant was received in 2021 from University of East Anglia for the Compassionate Communities project. The brought forward balance of £820 has been spent during the year.

Suffolk Community Foundation provided a grant toward art therapy courses in 2021. Most of the balance brought forward of £8,834 has been spent during the year, with £288 to be spent in 2023.

A grant from East Suffolk Council was received in 2021 toward the Cook and Eat Project. The brought forward balance of £3,312 has been spent during the year.

Halesworth Town Council provided a grant in 2021 towards head office set up costs. The full balance of this grant has been spent during the year.

During the year grants were received from The Big C Appeal totalling £30,000, The February Foundation of £7,500 and Heveningham Hall of £10,000 towards running costs of the centre. These were all fully expended during the year.

£1,000 was received from both East Suffolk Council and Suffolk County Council Locality Budgets towards women's and men's wellbeing project. A total of £1,600 has been spent during the year, leaving a balance of £400 carried forward.

£3,990 was received from Norfolk and Waveney CCG towards the Compassionate Communities project. This was fully expended during the year.

A grant of £5,000 was received from East Suffolk Council towards costs associated with the Mental Health Art Therapy project. £2,480 was spent during the year, leaving a balance carried forward of £2,520.

£4,000 was received from Suffolk Community Foundation in relation to the Cancer Screening project. The full balance of this grant has been carried forward.

Mrs Smith and Mount Trust provided a grant of £3,000 towards Counselling Costs. The full balance of this grant was expended during the year.

£5,000 was received from East Suffolk Council towards costs associated with the Dementia Project (Hopes and Dreams). £510 was spent during the year, leaving a balance of £4,490 carried forward.

A grant of £10,000 was provided by Suffolk County Council to provided Household Support. £5,003 was spent during the year leaving a balance carried forward of £4,997.

£10,000 was received from SCC Engaged Communities Public Health towards recovery and wellness living beyond covid. £228 was spent during the year leaving a balance carried forward of £9,772.

East Suffolk Council provided a grant of £5,000 towards the Wellness Personal Toolkit project. The full balance of this grant has been carried forward.

£5,000 was received from SCF - Fonnereau Road Health towards individual counselling costs over 12 months.

An anonymous donor provided a grant of £2,000 towards costs of garden planting, bin and equipment. The full balance of this grant has been carried forward.

£3,000 was received from Harris Family Fund - Suffolk towards the Beccles Outreach project. The full balance of this grant has been carried forward.

The Pear Tree Fund

Notes to the financial statements *(continued)*

Year ended 31 December 2022

East of England Co-Op provided £5,000 and St James Place Charitable Foundation provided £2,500 towards costs associated with the Cooking for One project. The full balance of these grants have been carried forward.

£500 was provided by East Suffolk Council towards costs of the Warm Room project. The full balance of this grant has been carried forward.

£5,000 was received from Mrs L D Rope Third Charitable Settlement towards the Wellbeing Programme, Improving Life Chances. The full balance of this project has been carried forward.

£15,000 was received from SCC Engaged Communities - Public Health Tackling Poverty towards delivery of information and advice and group therapeutic workshops. The full balance of this grant has been carried forward.

The Pear Tree Fund

Notes to the financial statements (continued)

Year ended 31 December 2022

19. Analysis of net assets between funds

	Net current assets £	Tangible fixed assets £	Total Funds 2022 £
Restricted Income Funds:			
Suffolk Community Foundation - art therapy	288	—	288
East Suffolk Council Locality Budget (Tony Goldson)	200	—	200
East Suffolk Council - Mental Health Art Therapy	2,520	—	2,520
Suffolk Community Foundation - cancer screening	4,000	—	4,000
SCC Locality Budget - Annette Dunning	200	—	200
East Suffolk Council - Dementia Project (Hopes and Dreams)	4,490	—	4,490
Suffolk County Council - Household Support	4,997	—	4,997
SCC Engaged Communities Public Health	9,772	—	9,772
East Suffolk Council Boost - Wellness Personal Toolkit	5,000	—	5,000
Anonymous donor	2,000	—	2,000
Harris Family Fund-Suffolk Community Foundation	3,000	—	3,000
East of England CoOp-Suffolk Community Foundation	5,000	—	5,000
SCF - Fonnereau Road Health Foundation Fund	4,583	—	4,583
St James Place Charitable Foundation	2,500	—	2,500
East Suffolk Council - Warm Room	500	—	500
Mrs L D Rope Third Charitable Settlement	5,000	—	5,000
SCC Engaged Communities-Public Health Tackling Poverty	15,000	—	15,000
	<u>69,050</u>	<u>—</u>	<u>69,050</u>
Unrestricted Income Funds:			
General Funds	59,949	842,908	902,857
Designated Fund: Pear Tree Running Costs Fund	90,000	—	90,000
Designated Fund: Care Packages	30,000	—	30,000
Designated Fund: Legacy Ring Fenced	63,938	—	63,938
Designated Fund: Legacy Cost Support	22,500	—	22,500
Total Funds	<u>335,437</u>	<u>842,908</u>	<u>1,178,345</u>

	Net current assets £	Tangible fixed assets £	Total Funds 2021 £
Restricted Income Funds:			
Norfolk Community Foundation	850	—	850
University of East Anglia	820	—	820
Suffolk Community Foundation	8,834	—	8,834
East Suffolk Council	3,312	—	3,312
Halesworth Town Council	3,000	—	3,000
	<u>16,816</u>	<u>—</u>	<u>16,816</u>
Unrestricted Income Funds:			
General Funds	143,684	862,922	1,006,606
Designated Fund: Pear Tree Running Costs Fund	90,000	—	90,000
Designated Fund: Care Packages	30,000	—	30,000
Designated Fund: Legacy Ring Fenced	63,938	—	63,938
Designated Fund: Legacy Cost Support	22,500	—	22,500
Total Funds	<u>366,938</u>	<u>862,922</u>	<u>1,229,860</u>

The Pear Tree Fund

Notes to the financial statements *(continued)*

Year ended 31 December 2022

20. Operating lease commitments

The total future minimum lease payments under non-cancellable operating leases are as follows:

	2022	2021
	£	£
Not later than 1 year	18,000	—

21. Related parties

Donations without conditions totalling £240 (2021: £285 from two trustees) were received from one trustee during the year.

50:50 club income of £360 was received from three trustees (2021: £210 from three trustees). 50:50 club prizes of £178 were paid to three trustees (2021: £Nil).

C Boyle was paid a total of £6,600 for consultancy fees during the year. C Boyle had stepped down from the board for the duration of the consultancy period.