



## Trustees' Annual Report for the period

| Period start date |       | Period end date |       |
|-------------------|-------|-----------------|-------|
| 1st               | April | 31st            | March |
| 2020              |       | 2021            |       |

## Section A Reference and administration details

|                                    |                                                                  |
|------------------------------------|------------------------------------------------------------------|
| Charity name                       | Kent Foster Care Association                                     |
| Other names charity is known by    | KFCA                                                             |
| Registered charity number (if any) | 1164174                                                          |
| Charity's principal address        | 95 Bouverie Road West<br>Folkestone<br>Kent<br>Postcode CT20 2LB |

### Names of the charity trustees who manage the charity

| Trustee name                                                                         | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|--------------------------------------------------------------------------------------|-----------------|-----------------------------------|---------------------------------------------------------------|
| 1 Ashley Hale-Brown                                                                  | Chair           | Appointed 19/6/2020               |                                                               |
| 2 Julianne Bayford                                                                   |                 |                                   |                                                               |
| 3 Louisa Wray                                                                        | Treasurer       |                                   |                                                               |
| 4 Emily Lydamore                                                                     |                 |                                   |                                                               |
| 5 Jennifer Wickens                                                                   |                 |                                   |                                                               |
| Names of the trustees for the charity, if any, (for example, any custodian trustees) |                 |                                   |                                                               |
| Name                                                                                 |                 | Dates acted if not for whole year |                                                               |

### Names and addresses of advisers (Optional information)

|                                                                                 |      |         |
|---------------------------------------------------------------------------------|------|---------|
| Type of adviser                                                                 | Name | Address |
| Name of chief executive or names of senior staff members (Optional information) |      |         |

## Section B Structure, governance and management

### Description of the charity's trusts

|                                                                     |                                                                                                                                                                                                |
|---------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Type of governing document<br>(eg, trust deed, constitution)        | Constitution adopted 1 <sup>st</sup> January 2015 as amended 14 <sup>th</sup> September 2015                                                                                                   |
| How the charity is constituted<br>(eg, trust, association, company) | Unincorporated Association                                                                                                                                                                     |
| Trustee selection methods<br>(eg, appointed by, elected by)         | The trustee role is voluntary and the board of trustees comprises both carers and independent trustees.<br>Trustees are appointed or reappointed at the Annual General Meeting held each year. |

TAB

1

March 2012

|                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|-----------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Section C</b></p> <p><b>Objectives and activities</b></p> | <p>Summary of the objects of the charity set out in its governing document</p> <p>TO PROTECT AND PRESERVE THE GOOD HEALTH OF FOSTER CARERS AND THE CHILDREN IN THEIR CARE IN KENT BY THE PROVISION OF ADVICE, INFORMATION, SERVICES, FACILITIES AND SUPPORT. FOR THE PURPOSES OF THIS CLAUSE, THE TERM "FOSTER CARER" SHALL INCLUDE LAWFULLY REGISTERED FOSTER CARERS, LAWFULLY REGISTERED CHILD MINDERS AND ANY OTHER LAWFULLY REGISTERED OR RECOGNISED PERSONS INVOLVED IN THE CARE OF "LOOKED AFTER CHILDREN".</p> |
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|                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
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| <p>Additional governance issues (Optional information)</p> | <p>You <b>may choose</b> to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> <li>• policies and procedures adopted for the induction and training of trustees;</li> <li>• the charity's organisational structure and any wider network with which the charity works;</li> <li>• relationship with any related parties;</li> <li>• trustees' consideration of major risks and the system and procedures to manage them.</li> </ul> <p>Membership is open to all Foster Carers registered with Kent County Council.</p> <p>The induction of trustees is informal, and the relevant documentation is distributed and revisited at the trustee meetings.</p> <p>The trustees oversee the Executive Committee and ensure that all decisions are executed in adherence to the constitution and objectives of the association.</p> <p>The Executive committee comprises-</p> <p>Chair<br/>Vice-Chair<br/>Secretary<br/>Treasurer<br/>Regional committee representatives</p> <p>Kent County Council staff are invited to join the executive committee meetings.</p> <p>The development of the command structure within the organisation is ongoing and will continue to evolve as we grow and adapt to new working practises.</p> <p>The executive committee and Kent County Council have a symbiotic relationship to provide services to Foster carers and their families.</p> |
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|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>When planning our activities for the year we kept in mind the Charity Commission guidance on public benefit at our trustee and Executive committee meetings.</p> <p>This year has been difficult to arrange and provide many of the activities that our members have previously enjoyed as the Covid restrictions and lockdowns have prevented people gathering together.</p> <p>The funds allocated for this year's activities have not been used and will be allocated to events and training in the coming years.</p> <p>We have held meeting Online to ensure that we have acted in compliance with the constitution.</p> <p>We have been able to assist our members with financial counselling services when the pressures of the lockdowns have caused distress.</p> <p>We have also sent flowers and messages of condolence when there has been a bereavement.</p> <p>We have not had the opportunity to raise funds for the Association through our usual events. To counteract this reduction in fundraising a Charity raffle was set up using Facebook.</p> | <p><b>Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)</b></p> |
| <p>We are grateful for the assistance provided by our members and Kent County Council staff for providing activities Online for the foster carers and the children in their care whilst in Lockdown.</p> <p>The changes to our daily lives has been very difficult for everyone and the work undertaken by these volunteers has meant that the children have still been able to interact with each other.</p> <p>Support has also been given by these volunteers locally when it has been required.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <p>You <b>may choose</b> to include further statements, where relevant, about:</p> <ul style="list-style-type: none"> <li>• policy on grantmaking;</li> <li>• policy programme related investment;</li> <li>• contribution made by volunteers.</li> </ul>            |
| <p><b>Additional details of objectives and activities (Optional information)</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                      |

Summary of the main achievements of the charity during the year

We have been able to offer Mindfulness courses (online).  
Support for Foster carers during Lockdown.  
Counselling services (financial support given to set up the sessions).  
Flowers and messages to Carers who are bereaved.  
Newsletters and Articles.  
Supported Kent County Council with recruitment of new Foster Carers.  
Financial assistance with the Online activities for Foster children during Lockdowns.  
This has been a very difficult year and our members have all struggled with the pressures of home-schooling and working from home.  
We have not been able to offer the full range of events, activities and services which would normally have been available, but we are hopeful that the coming year will allow more social gatherings and thereby allow us to resume our usual calendar of events and activities.

## Section E Financial review

|                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------|
| <p><b>Brief statement of the charity's policy on reserves</b></p> <p>The funds available in the bank as at 31<sup>st</sup> April 2021 was £57473.44. The main risk to the charity has been the reduction in our fundraising activities and therefore also a reduction in our profile. We have not had the usual expenses and the surplus funds will enable us to raise our profile again in the coming year.</p> | <p><b>Details of any funds materially in deficit</b></p> <p>Not Applicable</p> |
|                                                                                                                                                                                                                                                                                                                                                                                                                  | <p><b>Further financial review details (Optional information)</b></p>          |

## Section F Other optional information

|                                                                                                                                                                                                                                                             |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>In the coming year we are hopeful that we will be able to arrange events and activities to allow Carers and their families to meet socially and to thank them and celebrate the hard work and dedication that they give in the role of Foster Carer.</p> |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

## Section G Declaration

|                                                                                 |                                        |
|---------------------------------------------------------------------------------|----------------------------------------|
| <p>The trustees declare that they have approved the trustees' report above.</p> |                                        |
| <p>Signed on behalf of the charity's trustees</p>                               |                                        |
| <p>Signature(s)</p> <p><i>Quay</i></p>                                          | <p>Full name(s)</p> <p>LOUISA WEAH</p> |
| <p>Position (eg Secretary, Chair, etc)</p> <p>TREASURER</p>                     | <p>Date</p> <p>1-10-2021</p>           |

# Kent Foster Care Association



## Statement of Financial Activity

For the year ended 31<sup>st</sup> March 2021

|                                         | 2019/2020       | 2020/2021       |
|-----------------------------------------|-----------------|-----------------|
|                                         | £               | £               |
| <b>Incoming resources</b>               |                 |                 |
| KCC                                     | 16250.00        | 33500.00        |
| KFCA Quid a Week Appeal                 | 240.00          | 240.00          |
| KFCA Raffle                             | 0.00            | 3000.00         |
| Fundraising/Support Groups              | 4771.79         | 0.00            |
| 100 club                                | 48.00           | 0.00            |
| Donations                               | 1413.96         | 205.13          |
| Events income                           | 2379.20         | 110.00          |
| <b>Total Incoming Resources</b>         | <b>25102.95</b> | <b>37055.13</b> |
| <b>Expended Resources</b>               |                 |                 |
| Events                                  | 13021.01        | 2665.67         |
| Conference/AGM                          | 1211.30         | 0.00            |
| Chelsea`s choice/County lines           | 3146.00         | 0.00            |
| Governance Costs                        | 1292.73         | 103.20          |
| Insurance/Website/App                   | 1566.24         | 1490.95         |
| Storage                                 | 0.00            | 745.65          |
| PP&S                                    | 69.78           | 9.12            |
| Miscellaneous                           | 310.84          | 483.22          |
| <b>Total Expended Resources</b>         | <b>20617.90</b> | <b>5497.81</b>  |
| <i>Net Incoming/Expended</i>            | <i>4485.05</i>  | <i>31557.32</i> |
| Funds brought forward 20/21             | 25916.12        |                 |
| <b>Total Funds taking forward 21/22</b> | <b>57473.44</b> |                 |

**Balance in KFCA bank account as at 31<sup>st</sup> March 2021**

**£ 57473.44**

**Notes on Accounts**

- Governance costs include all costs incurred in maintaining our charitable status. E.G licences, meeting room hire and travel expenses.

### KFCA Financial Involvement 20/21

KFCA have had a quiet year because of Covid 19 and have been unable to hold many of the events that our members have come to enjoy each year. We are extremely pleased that the restrictions will be lifted in the near future and are planning on having lots more events in the coming months.

### Fundraising 21/22

We hope to be able to raise money using the following methods, any suggestions for more ways to raise funds for your areas would be gratefully received.

- Fun days
- Raffles
- Play events
- Donations
- Support group fundraising
- Amazon fundraising scheme

Please help us to increase the income for KFCA as any increase will be used to provide more events and services for you and your families.

Thank you.

### **Area Finances**

| Area | Incoming | Outgoing | Available |
|------|----------|----------|-----------|
|------|----------|----------|-----------|

|                                 |         |        |         |
|---------------------------------|---------|--------|---------|
|                                 |         |        | 21/22   |
| <b>West Kent</b>                |         |        |         |
| Brought forward 20/21           | 2557.32 |        |         |
| Allocated funds 21/22           | 2000.00 |        |         |
| Expenses                        |         |        |         |
| Income                          |         |        |         |
| Total                           | 4557.32 |        | 4557.32 |
|                                 |         |        |         |
| <b>North Kent</b>               |         |        |         |
| Brought forward 20/21           | 2690.00 |        |         |
| Allocated funds 21/22           | 2000.00 |        |         |
| Expenses                        |         | 353.35 |         |
| Income                          |         |        |         |
| Total                           | 4690.00 | 353.35 | 4336.65 |
|                                 |         |        |         |
| <b>East Kent 2</b>              |         |        |         |
| Brought forward 20/21           | 2684.53 |        |         |
| Allocated funds 21/22           | 2000.00 |        |         |
| Expenses                        |         |        |         |
| Income                          |         |        |         |
| Total                           | 4684.53 |        | 4684.53 |
|                                 |         |        |         |
| <b>South Kent</b>               |         |        |         |
| Brought forward 20/21           | 2514.43 |        |         |
| Allocated funds 21/22           | 2000.00 |        |         |
| Expenses                        |         | 50.00  |         |
| Income                          |         |        |         |
| Total                           | 4514.43 | 50.00  | 4464.43 |
|                                 |         |        |         |
| <b>Disability and Connected</b> |         |        |         |
| Brought forward 20/21           | 2000.00 |        |         |
| Allocated funds 21/22           | 2000.00 |        |         |
| Expenses                        |         |        |         |
| Income                          |         |        |         |
| Total                           | 4000.00 |        | 4000.00 |
|                                 |         |        |         |
| <b>East Kent 1</b>              |         |        |         |
| Brought forward 20/21           | 2000.00 |        |         |
| Allocated funds 21/22           | 2000.00 |        |         |
| Expenses                        |         | 543.47 |         |
| Income                          | 110.00  |        |         |
| Total                           | 4110.00 | 543.47 | 3566.53 |

Report to the trustees/ members of

Kent Foster Care Association

On accounts for the year ended

31<sup>st</sup> March 2021

Set out on pages

Charity no

1164174

(if any)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

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

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

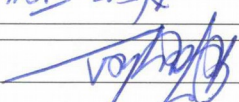
I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

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

Signed:



Name:

Kent Foster Care Association

Relevant professional qualification(s) or body (if any):

Address:

22 Lime Court

Wigmore

Kent ME8 0JF

Date:

01/10/2021

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

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