



ANNUAL REPORT AND ACCOUNTS FOR THE PERIOD ENDING 30 SEPTEMBER 2020

Charity Number: 1169144

Keswick Community Emergency Recovery Partnership

(A Charitable Incorporated Organisation)

Annual Report and Accounts for the period ending 30 September 2020

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Legal and Administrative Information

Charity Name: Keswick Community Emergency Recovery Partnership (KCERP)

Charity Registration Number: 1169144

Principle Office: Council Offices
50 Main Street
Keswick
Cumbria
CA12 5JS

Trustees: Helen Dalzell
Sally Lansbury (Chair)
Andy Murphie
David Sawday
Stewart Southerland
Graham Thompson (Treasurer)
Lynda Walker

Project Manager: Kimberley Ward

Bankers: Cumberland Building Society

Trustees Report

KCERP became a registered Charitable Incorporated Organisation with the Charity Commission on the 12 September 2016. It is a partnership made up of local voluntary and statutory partner organisations.

This report covers the reporting period from 1 October 2019 to 30 September 2020.

Objects

1. To relieve those in the Keswick area who are in conditions of need, hardship, or distress as a result of an emergency or natural or other disaster.
2. To promote public safety and to protect the lives and property of all those in the Keswick area in particular but not exclusively by assisting the civil authorities in the relief and management of responses to civil emergencies or natural or other disasters (planning, preparation and recovery) and by holding Keswick's Community Emergency Plan (CEP).

We do this through the use of volunteers who act in support of the statutory response by the emergency services and the local authorities.

The primary use of the partnership has been during flooding events, but the CEP covers other emergency situations. From March 2020-September 2020 the primary focus of KCERP was providing a response to the Covid-19 pandemic.

Review of Activities

The Partnership now has regular Trustee meetings (Four times a year) and wider Partnership meetings (two times a year).

Kimberley Ward works on a freelance basis as Project Manager for the partnership, working with Trustees and Volunteers.

We currently have around 95 volunteers registered with us, as well as pledged support from Keswick WI and Keswick School Borders. This is steady compared to last year, with some new volunteers joining and some retiring. There was a large uptake of volunteers at the height of the pandemic where we had over 110 volunteers registered. As restrictions have eased and statutory services have increased their response, the

We have reviewed and updated the community emergency plan for winter 19/20. We will continue to review the plan on an annual basis.

We have supported hundreds of residents in Keswick as part of our Covid response. A street warden scheme was set up and developed and this has enabled residents who have been vulnerable or self-isolating to access someone to help with a variety of activities, including shopping, prescription requests, dog walking and befriending.

We have provided online training for lead flood volunteers in November 2020 with a planned mini exercise due to take place in summer 2021.

We have provided dementia friendly training for volunteers in February and March.

In addition to this planned work, we have continued to support other developing emergency groups, sharing ideas and offering support.

Thank-you

This work would not have been possible without the support of all our partners, who have helped to develop the community emergency plan and to give practical help, such as use of buildings and equipment.

Thanks also to Heather Askew, who as Project Manager for this period, continued to review the CEP and co-ordinates the working of the partnership and looks after all the volunteers. Heather led and delivered the Covid response, working through a challenging time for everyone and continuing to provide professional leadership throughout.

Thanks to Cumbria Community Foundation for supporting our work, the funding has allowed us to deliver our Covid response.

Finally a huge thank you to all the volunteers who have already given up their time to attend training and help develop the plan. The response to covid-19 was outstanding and so many people have given their time willingly and generously. We know that should a further emergency situation occur, they will be ready to support.

Statistics

Number of Volunteers

As at the 30 September 2020 we had 73 volunteers registered.

Volunteer Training

Autumn 2019:

- Volunteer Co-ordinator Training – 17 September 2019 – 3 attendees
- Lead Volunteers Training – 20 September 2019 – 3 attendees
- General Volunteer Training – 24 September 2019 – 10 attendees
- Lead Volunteer Training – 27 September 2019 – 3 attendees
- Administrator Training – 30 September 2019 – 1 attendee

Leaflets

500 LE

Number of Households registered for additional assistance:

As at the 30 September 2020: 14

Financial Review

At the start of October 2020 KCERP had unrestricted funds of £11,489.12.

Funding Sources

There was one main source of funding in this financial year: Year 3 of the Cumbria Community Foundation grant. In addition grants from Keswick Town Council and Keswick Lions were received for the financial year 2019-20.

Expenditure

In the period expenditure of £5,538 was incurred. £4,891 related to the Cumbria Community Foundation grant.

At the end of September 2019 KCERP had unrestricted funds of £12,996 and restricted funds of £58.

Accounting Policies

Basis of Accounting

The financial statement has been prepared on a receipts and payments basis.


No independent examination or audit was undertaken for this financial period as the income was less than £25,000. As laid out in the financial regulations and charity commission guidelines.

Fund Accounting

Restricted Funds are subject to restrictions on their expenditure by the donor. The only restricted Fund this year is that given by Cumbria Community Foundation.

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Financial Statement

	Keswick Community Emergency Recovery Partnership			1169144	CC16a
	Receipts and payments accounts				
	For the period from	01-10-18	To	30-09-19	
Section A Receipts and payments					
	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Cumbria Community Foundation	-	4,949	-	4,949	4,949
Keswick Town Council	1,500	-	-	1,500	-
CA12 and Friends	-	-	-	-	-
Donation	-	-	-	-	1,000
Interest	12	-	-	12	14
Keswick Lions	1,275	-	-	1,275	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	2,787	4,949	-	7,736	5,963
A2 Asset and investment sales, (see table).					
	-	-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	2,787	4,949	-	7,736	5,963
A3 Payments					
Project Support	482	3,860	-	4,342	4,796
Volunteer costs - Room Hire	35	408		443	
Volunteer Costs - Refreshments		29		29	430
Volunteer Costs - external Training		-		-	
Operational Costs - Leaflet Printing	32	106		138	140
Office Costs - Phone and Broadband	28	480		508	481
Office Costs - Computer security		7	-	7	16
Text local				-	40
Equipment - Radio Equipment		-	-	-	-
Equipment - Radio installation		-	-	-	-
Equipment - laptop		-	-	-	-
Equipment - office and emergency supplies	70	0	-	70	338
Equipment - Sandbags		-		-	1,890
Equipment - storage shed and lock		-		-	
Equipment - Trolleys		-	-	-	110
Equipment - Hi Vis		-	-	-	-
Insurance		-	-	-	-
Sub total	647	4,891	-	5,538	8,240
A4 Asset and investment purchases, (see table)					
	-	-	-	-	
	-	-	-	-	
Sub total	-	-	-	-	-
Total payments	647	4,891	-	5,538	8,240
Net of receipts/(payments)	2,141	58	-	2,198	- 2,278
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	10,855		-	10,855	13,133
Cash funds this year end	12,996	58	-	13,054	10,855

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Petty Cash	63		-
	Cumberland Current Account	12,933	58	-
		-	-	-
	Total cash funds	12,996	58	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name		Date of approval