

B:FRIEND
(A charitable incorporated organisation limited by guarantee)

**REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 OCTOBER 2022**

CHARITY NUMBER 1171148

COMPANY NUMBER CE009648

B:FRIEND

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**MANAGEMENT COMMITTEE REPORT FOR THE PERIOD
ENDED 31 OCTOBER 2022**

The Management Committee presents its report and accounts for the year ended 31 October 2022.

Charity information

Management Committee

Lucy Cole	Acting Chairperson
Tara Walker	Treasurer
Louis Stokes	Non-Executive member
Daniel Burton	Chairperson – Resigned October 2022
Geraint Evans	Non-Executive member – Resigned April 2022
Kloe Tegg	Non-Executive member – Resigned February 2023
Charlotte Cremers	Non-Executive member – Appointed April 2023
Matthew Lollar	Non-Executive member – Appointed April 2023
Rebecca Roberts	Non-Executive member – Appointed April 2023
Simon Moxon	Non-Executive member – Appointed April 2023

Charity Registration number	1171148
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Charity registered office and Operational address	Unit 315 The Workstation 15 Paternoster Row Sheffield S1 2BX
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Secretary	None
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Independent examiner	Smith Craven (Yorkshire) Ltd Sidings House Sidings Court Doncaster DN4 5NU
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Bankers	Santander UK Plc Doncaster
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MANAGEMENT COMMITTEE REPORT FOR THE YEAR ENDED 31 OCTOBER 2022

Structure, governance and management

Governing Document

The organisation is a charitable incorporated organisation formed on 17 January 2017 and registered as a charity.

The charity was established under a Constitution which establishes the objects and powers of the charitable company and is governed under its Constitution.

In the event of the charity being wound up members are required to contribute an amount not exceeding £1.

Recruitment and Appointment of Management Committee

The Trustees of the charity for the purposes of charity law and under the charity's Constitution are known as members of the Management Committee. Under the requirements of the Constitution the members of the Management Committee are elected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting.

Objectives and Activities

The objectives of the charity are to promote social inclusion amongst elderly persons, in particular, but not exclusive to over 65's, resident in England and Wales and the surrounding areas who are excluded by society, by provision of:

- Befriending services through weekly outreach to individuals.

Such other ways from time to time as the trustees see fit in furtherance with said objects. B:Friend is a not-for-profit organisation.

B:Friend pairs volunteer befrienders with socially isolated older neighbours in the community with the aim of reducing loneliness by reengaging with people and places around them. Our key activities are 1:1 befriending pairings, visiting once a week for a "cuppa" and a chat. B:Friend also provides two hour social clubs, held in various locations that offer peer support through a range of physically and mentally stimulating sessions.

All activities undertaken by the charity are to benefit people in the community, be they volunteers or older neighbours, and all remain equitable with services free at the point of delivery.

Trustees ensure all activities are in accordance with the charity objects outlined in the constitution and are for the public benefit.

MANAGEMENT COMMITTEE REPORT FOR THE YEAR ENDED 31 OCTOBER 2022

Achievements and performance

- In the reporting period, the charity has created over 290 x 1:1 befriending pairings across Doncaster, Barnsley, Sheffield, Rotherham, Chesterfield, Bolsover and North East Derbyshire. In addition to this our team has supported and managed an additional 700 x 1:1 befriending pairings already in existence.
- Facilitated approximately 1008 hours of Social Club activity across the region with weekly activity, peer support and entertainment.
- Collaborated with 89 other charity and community groups, along with statutory health and social care colleagues, on wider social challenges faced across towns and cities we work in.
- Created over 32,160 volunteer hours providing community connection for our isolated older neighbours.

Financial Review

Principal Funding Sources

B:Friend was grateful to receive funding from: The National Lottery Community Fund, Barnsley Metropolitan Borough Council, Coalfields Regeneration Trust, South Yorkshire Community Fund, Derbyshire Voluntary Action, Irwin Mitchell, Masonic Charitable Trust, Rank Foundation. Sheffield City Council and Voluntary Action Rotherham.

Reserve Policy

As a policy, it has always been felt prudent to maintain reserves at a level whereby at least three months expenditure, but ideally six months expenditure, could be met in the event of a significant loss of funding.

MANAGEMENT COMMITTEE REPORT FOR THE YEAR ENDED 31 OCTOBER 2022

Statement of Management Committee's Responsibilities

Charity law requires the Management Committee to prepare financial statements for each financial period which give a true and fair view of the state of the affairs of the CIO as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial period. In preparing those financial statements, the Management Committee should follow best practice and:

- select suitable accounting policies and then apply them consistently
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to assume that the company will continue on that basis.

The Management Committee is responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006 and Charities SORP (FRS102). The Management Committee is 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.

Members of the Management Committee

Members of the Management Committee, who are trustees for the purpose of charity law, who served during the year and up to the date of this report are set out on page 2.

In accordance with charities law, as the CIO's trustees, we certify that:

- so far as we are aware, there is no relevant accounting information of which the charity's independent examiners are unaware; and
- as the trustees of the CIO, we have taken all the steps that we ought to have taken in order to make ourselves aware of any relevant accounting information and to establish that the charity's independent examiners are aware of that information.

Approval

This report was approved by the Management Committee on **4 Aug '23** and signed on its behalf by:

T. Walker

Tara Walker

Treasurer

B:FRIEND

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

Report to the trustees of B:Friend on the accounts for the period ended 31 October 2022 set out on pages 7 to 15

Respective responsibilities of trustees and examiner

The trustees are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ('the Act').

The trustees consider that an audit is not required for this period under section 144(2) of the Act, and that an independent examination is needed.

It is my responsibility to:

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

Basis of independent examiner's statement

My examination was carried out in accordance with General Directions given by the Charity Commission. 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 of explanations from the 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 material matters have come to my attention which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; and; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the accounting 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.

Kelvin Fitton BA FCA
For and on behalf of Smith Craven (Yorkshire) Ltd
Chartered Accountants
Sidings Court
Doncaster DN4 5NU



Dated:

26/7/23

B:FRIEND

STATEMENT OF FINANCIAL ACTIVITIES (including Income and Expenditure Account)

YEAR ENDED 31ST OCTOBER 2022

	Note	Unrestricted funds £	Restricted income funds £	Total funds £	Prior year funds £
INCOMING RESOURCES	3				
Income and endowments from:					
Donations and gifts		90,811	213,758	304,569	210,989
Charitable activities		-	-	-	-
Total		<u>90,811</u>	<u>213,758</u>	<u>304,569</u>	<u>210,989</u>
RESOURCES EXPENDED	4				
Expenditure on:					
Raising funds		469	429	898	5,147
Charitable activities		102,798	145,665	248,463	165,955
Total		<u>103,267</u>	<u>146,094</u>	<u>249,361</u>	<u>171,101</u>
Transfer between funds		25,914	(25,914)	-	-
Net movement in funds		13,458	41,750	55,208	39,887
Reconciliation of funds:					
Total funds brought forward		72,584	114,862	187,446	147,561
Total funds carried forward		<u>86,042</u>	<u>156,612</u>	<u>242,654</u>	<u>187,446</u>

The statement of financial activities includes all gains and losses in the period. All incoming resources and resources expended derive from continuing activities.

B:FRIEND

BALANCE SHEET

AT 31ST OCTOBER 2022

Company No: CE009648

	Note	Unrestricted funds £	Restricted funds £	Total funds £	Prior year funds £
FIXED ASSETS					
Tangible assets	7	-	1,489	1,489	2,802
Total fixed assets		-	1,489	1,489	2,802
CURRENT ASSETS					
Debtors	8	-	16,060	16,060	7,813
Cash at bank and in hand		86,042	210,678	296,720	230,242
Total current assets		86,042	226,738	312,780	238,055
CREDITORS: amounts falling due within one year	9	-	71,615	71,615	53,411
Net current assets		86,042	155,123	241,165	184,644
Total assets less current liabilities		86,042	156,612	242,654	187,446
FUNDS OF THE CHARITY					
Restricted income funds	10	-	156,612	156,612	114,862
Unrestricted funds		86,042	-	86,042	72,584
Total funds		86,042	156,612	242,654	187,446

Approved by the trustees on **4 August 2023**

Signed: **T. COO**

On behalf of the trustees

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31ST OCTOBER 2022

1 BASIS OF PREPARATION

Basis of Accounting

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note to these accounts. The accounts have been prepared in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and with the Charities Act 2011.

The financial statements are prepared in sterling, which is the functional currency of the charity.

2 ACCOUNTING POLICIES

INCOMING RESOURCES

Recognition of incoming resources

These are included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the resources;
- the trustees are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability.

Offsetting

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102.

Grants and donations

Grants and donations are only included in the SoFA when the general income recognition criteria are met.

Contractual income and performance related grants

This is only included in the SoFA once the related goods or services have been delivered.

Gifts in kind

Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised.

Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity.

Gifts in kind for use by the charity are included in the SoFA as incoming resources when receivable

Donated services and facilities

These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31ST OCTOBER 2022

2 ACCOUNTING POLICIES (continued)

EXPENDITURE AND LIABILITIES**Liability recognition**

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

Governance and support costs

Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources.

ASSETS**Tangible fixed assets for use by the charity**

These are capitalised if they can be used for more than one year, and cost at least £250.

They are valued at cost

The depreciation rates and methods used are disclosed in the notes to the accounts.

3 ANALYSIS OF INCOMING RESOURCES

3.1	This year £	Last year £
Donations and Gifts		
Grants	256,307	194,667
Donations	48,262	16,322
	<hr/> 304,569	<hr/> 210,989

B:FRIEND

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31ST OCTOBER 2022

4 ANALYSIS OF RESOURCES EXPENDED

	Unrestricted funds £	Restricted funds £	This year £	Last year £
Raising funds				
Advertising	469	428	898	5,147
Total expenditure on raising funds	469	428	898	5,147
Charitable activities				
Other expenditure	102,798	145,665	248,463	165,955
Total expenditure on charitable activities	102,798	145,665	248,463	165,955
Total expenditure	103,267	146,093	249,361	171,102

5 PAID EMPLOYEES

5.1 Staff costs	This year £	Last year £
Salaries and wages	181,508	122,441
Social security costs	11,356	6,131
Pension costs (defined contribution scheme)	3,209	2,485
Total staff costs	196,073	131,057

No employees received employee benefits for the reporting period of more than £60,000.

	This year £60,041	Last year £32,278
Total amount paid to key personnel		

5.2 Average head count in the year	This year	Last year
Officers and administration	6	4
Support workers		2
CEO	1	
Management	1	
	8	6

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31ST OCTOBER 2022

6 DETAILS OF CERTAIN ITEMS OF EXPENDITURE

6.1 Trustee remuneration and expenses

No members of the management committee received any remuneration during the year.

£91.58 expenses were reimbursed to the management committee during the year.

6.2 Fees for examination of the accounts

	This year £	Last year £
Independent examiner's fees for reporting on the accounts	1,890	1,800
	<u>1,890</u>	<u>1,800</u>

7 TANGIBLE FIXED ASSETS

Cost

	Computer equipment	Total
At the beginning of the year	17,119	17,119
Additions	-	-
Disposals	-	-
At end of year	<u>17,119</u>	<u>17,119</u>

Depreciation

	Basis Rate	Straight Line 3 years
At the beginning of the year		14,317
Depreciation		1,313
Disposals		-
At end of year		<u>15,630</u>

Net book value

At the beginning of the year	2,802	2,802
At end of year	1,489	1,489

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31ST OCTOBER 2022

8 DEBTORS AND PREPAYMENTS

Analysis of debtors	This year £	Last year £
Funding debtors	14,010	6,229
Prepayments and accrued income	2,050	1,584
Total	<hr/> 16,060	<hr/> 7,813

9 CREDITORS AND ACCRUALS

Analysis of creditors	This year £	Last year £
Trade Creditors	1,473	982
Accruals and deferred income	70,141	52,429
Taxation and social security	-	-
Total	<hr/> 71,615	<hr/> 53,411

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST OCTOBER 2022**

10 MOVEMENT IN FUNDS**10.1 Restricted funds held**

Fund name	Purpose and restrictions
Voluntary Action Rotherham	to provide core service provision in Rotherham
Barnsley MBC	to provide core service provision in the Dearne area
South Yorkshire Community Fund	to provide core service provision in the Mexborough area
South Yorkshire Community Fund	to provide core service provision in the Doncaster Central area
Coalfields Regeneration Trust - Barnsley South	to provide core service provision in Worsborough, Wombwell and Darfield
BOPPA	funding for physical activity sessions at the Dearne social clubs
Derbyshire Voluntary Action	to provide core service provision in Chesterfield, North East Derbyshire and Bolsover
Big Lottery Building Connections	to provide core service provision in the South Yorkshire area
Big Lottery Reaching Communities	to provide core service provision in Doncaster
SYCF Green	funding for outings and other activities that connect older neighbours with nature
SYCF Tween Bridge Wind Farm	to provide transport for members to attend the Thorne social club
Sheffield City Council - Covid recovery fund	to provide core service provision in Sheffield

10.2 Restricted funds summary

	Balance b/f	Incoming	Outgoing	Transfer to	Balance c/f
	£	£	£	Unrestricted	£
Doncaster MBC	9,479	-	-	9,479	-
Voluntary Action Rotherham	6,668	25,776	17,382	-	15,063
SYCF: Community Resilience A585035	7,386	14,767	17,415	-	4,738
Barnsley MBC	50,275	30,096	17,596	-	62,774
Big Lottery Reaching Communities	20,790	114,072	85,997	-	48,865
Masonic Charitable Trust	6,919	-	-	6,919	-
Voluntary Action Doncaster (VAD) micro - Book Club	403	-	-	403	-
Charles Hayward Foundation	3,000	-	-	3,000	-
Cleaves & Whitehead Foundation	2,000	-	-	2,000	-
WG Edwards Trust	1,500	-	-	1,500	-
Yorkshire Building Society	2,000	-	-	2,000	-
Virgin Money Giving - Together project	614	-	-	614	-
Coalfields Regeneration Trust - Barnsley South	3,830	1,990	-	-	5,820
BOPPA	-	500	-	-	500
Derbyshire Voluntary Action - Feeling Connected	-	4,030	-	-	4,030
Sheffield City Council - Covid Recovery Fund	-	14,352	3,578	-	10,774
SYCF Green	-	8,175	4,125	-	4,050
Total	114,864	213,758	146,093	25,914	156,612

10.3 Analysis of net assets between funds

	General	Restricted	Total
	Funds	Funds	Funds
	£	£	£
Tangible fixed assets	-	1,489	1,489
Current assets	86,042	226,738	312,363
Current liabilities	-	71,615	71,615
Net assets at 31 October 2022	86,042	156,612	242,238

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST OCTOBER 2022

11 RELATED PARTY TRANSACTIONS

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the period.

