

# COMMUNITY CARE NORTH BUCKS (CCNB)

England & Wales · Charity number 1172135

## Details

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**Status** Registered

**Legal form** CIO

**Registered** 2017-03-20

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** 55 Waine Close  
Buckingham  
MK18 1FF

**Phone** 07702805139

**Email** [admin@ccnorthbucks.org.uk](mailto:admin@ccnorthbucks.org.uk)

**Website** [www.ccnorthbucks.org.uk](http://www.ccnorthbucks.org.uk)

## Activities

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**Objects:** 3. OBJECT[S]THE CHARITY COVERS BUCKINGHAM, WINSLOW AND THE VILLAGES IN NORTH BUCKS.THE OBJECTS OF THE CHARITY ARE TO PROMOTE ANY CHARITABLE PURPOSE FOR THE BENEFIT OF THE INHABITANTS OF NORTH BUCKS AND TO ADVANCE EDUCATION, PROTECT AND PRESERVE HEALTH AND RELIEVE POVERTY, SICKNESS AND DISTRESS.NOTHING IN THIS CONSTITUTION SHALL AUTHORISE AN APPLICATION OF THE PROPERTY OF THE CIO FOR THE PURPOSES WHICH ARE NOT CHARITABLE IN ACCORDANCE WITH [SECTION 7 OF THE CHARITIES AND TRUSTEE INVESTMENT (SCOTLAND) ACT 2005] AND [SECTION 2 OF THE CHARITIES ACT (NORTHERN IRELAND) 2008]

**Activities:** The objects of the Charity are to promote any charitable purpose for the benefit of the residents in North Bucks and to advance education, protect and preserve health and relieve poverty, sickness and distress. The Charity has- a hospital car service- an adult carers group- a young carers group - A ex carers group for people alone.- Buckingham AED Project.-Men in Sheds Buckingham.

## Classification

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- **How:** Provides Services, Acts As An Umbrella Or Resource Body
- **What:** General Charitable Purposes, Disability, The Prevention Or Relief Of Poverty, Economic/community Development/employment, Other Charitable Purposes
- **Who:** Children/young People, Elderly/old People, People With Disabilities

## Geography

- Buckinghamshire

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£69,331	£77,600	-	-
2024-03-31	£73,932	£50,312	-	-
2023-03-31	£41,209	£43,964	-	-
2022-03-31	£29,155	£28,023	-	-
2021-03-31	£23,937	£20,037	-	-

## Trustees

Name	Role	Appointed
<b>Simon Wells</b>	Chair	2020-07-08
Andrew Martin Savage		2025-02-18
Colin Cross		2023-07-18
Julia Hough		2025-10-15
Lee King		2023-07-18
MARGO JACKSON		2017-07-19
ROSAMUND HUTT		2017-07-19
Stephen Coppins		2025-04-23
Susan Johnston		2023-07-18

**COMMUNITY CARE NORTH BUCKS (CCNB)**

England & Wales - Charity number 1172135

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# Accounts

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**Together we Care.**

**Community Care North Bucks  
Report and financial statements  
Year ending 31 March 2025  
Charity Number 1172135**

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**COMMUNITY CARE NORTH BUCKS**  
**TRUSTEES ANNUAL REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2025**

**Legal and administrative details**

**Charity name**

Community Care North Bucks

**Charity Registration number**

1172135

**Registered Office**

55 Waine Close  
Buckingham  
Bucks  
MK18 1FF

**Trustees**

Simon Wells  
Colin Cross  
Rosamund Hutt  
Brian Hirst (resigned 16 July 2024)  
Margo Jackson  
Lee King  
Chris Gardner (resigned 16 July 2024)  
Sue Watkins (resigned 31 December 2024)  
Susan Johnston  
Andrew Savage (appointed 18 February 2025)  
Steve Coppins (appointed 23 April 2025)

**Independent accounts examiner**

Mr Alan Clarke  
29 Plover Close  
Buckingham  
MK18 7ES

**Principal Banker**

CAF Bank Limited  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent  
MK19 4JQ

**Community Care North Bucks  
Trustee Annual Report  
For the year ended 31<sup>st</sup> March 2025**

Community Care North Bucks (CCNB) is a Charitable Incorporated Organisation (charity number 1172135) operating in North Buckinghamshire.

A Board of Trustees, appointed by the membership of CCNB, oversees the governance and management of the Charity. As at 31 March 2025 there were 7 Trustees:

Simon Wells  
Colin Cross  
Margo Jackson  
Rosamund Hutt  
Lee King  
Susan Johnston  
Andrew Savage

Steve Coppins was appointed as a Trustee after the year end on 23 April 2025.

**Objective**

The Trustees govern the Charity within the objective set out in the CCNB Constitution, which states: -

“To promote any charitable purpose for the benefit of the inhabitants of North Bucks, and to advance education, protect and preserve health and relieve poverty, sickness and distress.”

To fulfil this objective the Charity currently has six activities: -

- A Hospital Car Service
- A support group for adult carers (aged 18 plus)
- A support group and club for young carers (for carers under 18)
- Open House, a support group for ex-carers and people who live on their own
- Men in Sheds Buckingham
- Buckingham AED Project, which installs and maintains defibrillators in the area.

## **Public Benefit**

The Trustees confirm they have referred to the public benefit guidance issued by the Charity Commission when reviewing and monitoring the activities of CCNB. All Trustees give their time voluntarily and receive no private benefit from the work of the Charity. Services provide benefits which are either free or subsidized to ensure anyone can access them.

The Trustees review all the policies and procedures of the Charity annually or earlier if needed. These include a risk assessment so that risks to the Charity are identified and managed.

CCNB is funded through grants, local fundraising and subsidized charges from patients using the Hospital Car Service.

The Charity is run entirely by volunteers: there are currently 132 volunteers involved.

## **Overview**

Financially the charity has continued to enjoy a stable financial position but fundraising continues to be challenging as more organisations seek grants and funding in a time of significant inflation and a cost-of-living crisis.

Trustees keep the finances under constant review. It is good to report that the finances are currently in good shape, and during the course of the year the charity began to use up some of its accumulated cash and bank balances in fulfilling its objectives. Total Income for the year was £69,331.04 (2023/24 £73,932.05) with total Expenditure at £77,600.01 (2023/24 £50,311.61), giving a Net Deficit for the year of £8,268.97 (2023/24 Excess of £23,620.44).

Reserves stood at £66,438.80 (2023/24 £48,446.67), and total bank and cash balances were £100,795.08 (2023/24 £109,064.05) at the end of the financial year.

A review of our banking relationships during the year concluded with the Trustees deciding to retain CAF Bank as our principal bankers.

The aim of Trustees is to ensure CCNB remains sustainable, and Trustees have an agreed reserves policy which is reviewed each year. The funding received by CCNB is not consistent throughout the year. Grants applied for are not always successful. Trustees have determined to target a charity reserve of a minimum of one year's expenditure. A specific action plan is required if the reserves fall to 6 months. At present the total bank and cash balances exceed that upper limit.

The restructuring of the Trustee Board has continued throughout the year and new Trustees are being introduced. This restructuring will continue over the next two years.

A thorough Policy Review was conducted in 2023 and updated Policy documents and new Policy documents created and approved. These Policies will be due for review and update in 2025.

The Charity continues to review the scope of its activities and seeks to identify opportunities to add in additional new local groups, as well as launching new services, thus building in greater long-term sustainability.

## **Objectives and Achievements**

### **2024/2025 objectives**

1. Improve the website as a matter of urgency and fully utilize the new CCNB Facebook page.
2. Ensure new Trustees are recruited to replace long-serving Trustees who are standing down at the AGM.
3. Finally commit to use the significant surpluses in the groups with significant reserves to benefit the local community. To be closely monitored at each Trustee meeting with the groups expected to present their projects and expenditure plans.
4. Implement Trustee training.
5. Establish a multi-agency approach to ensure with the help of the Hospital Car Service that CCNB can operate a local wheelchair car service

### **2024/25 Outcomes**

1. Twenty posts per week on CCNB Facebook page, website limited postings.
2. Some success with recruiting new trustees and further applicants to conclude.
3. Surplus funds being utilized across all group as evidenced in the annual accounts.
4. Training available via NCVO and some training conducted on a shared basis within the groups.
5. Wheelchair car has been unsuccessful for logistical reasons and due to unquantified demand.

### **2025/26 Objectives**

1. Establish new trustee signatories for CAF BANK.
2. Introduce quick books for monthly financial reporting.
3. Continue consolidation of groups into CAF bank.
4. Review and update all CCNB Policies.
5. Continue to recruit new trustees and develop a robust long term succession plan.

## Reports

### Hospital Car Service

- Another successful year for HCS with several new drivers recruited and increase in fulfilled bookings.
- Shared first aid training session with Open House with support from AED demonstrating true cross group working.
- Increasing journeys to Lloyds Court diagnostic center in Milton Keynes.
- Looking to recruit a new coordinator to aid service expansion and augment the excellent work done by the existing three coordinators.

### Young Carers

- Running two youth clubs per month split by juniors and seniors, -run by Elle for juniors and Emma for seniors.
- 35 members in juniors and 41 in seniors.
- Demand successfully met from the waiting list.
- Craft activities and sports prove especially popular.
- Dedicated team of 25 superb volunteers whose time and commitment make a huge difference to the lives of young carers.
- Trips held to Thorpe Park, Gulliver's Land, Harry Potter world and London's west end.
- Wide variety of smaller group activities including trampolining, cinema trips and the theatre
- Swimming session provided at the local Swan Pool.
- Joint summer party held with ice cream, inflatables and wonderful food.
- Local fundraising has been augmented by two most generous memorial donations from the Staley family and from the parents of Pearce Power, Nikki and John Joe Power to whom we are most grateful and will ensure this legacy is used to enhance the lives of young carers.
- Future fundraising plans and activities are in the pipeline.

### Adult Carers

- Steady growth in numbers of members and volunteers.
- 40 attended Christmas lunch
- 44 attended Panto at MK theatre.
- 42 attended a lunch at Prego in Jan 25.
- 42 attended annual river cruise and lunch on the River Trent.
- Wide variety of guest speakers.
- Nail painting sessions.
- Continued welfare work to alleviate hardship.
- Substantial financial support from Masonic lodges including £2000 raised at a Cheltenham gold cup day held at the Bell Hotel in Winslow.
- Support of £500 from Winslow Lions

## **Open House**

- Growing membership and now using the Community Centre which has more space and amenities.
- Benefiting from the grant received from Heart of Bucks in 2024 particularly for transportation costs to respite activities.
- Two volunteers working as community funding champions searching for local funding for the group.
- Researching Tesco blue token funding opportunity.
- Worked on first aid training with the car service and AED group.
- Held lunches with the aid of shopping vouchers from Simon Wells and with generous support of Manor Farm.

## **Men in Sheds Buckingham**

- Celebrated 10<sup>th</sup> year of operation in 2024 and held an open day.
- Membership now at 20. Meeting 4 times per week.
- Upstairs work nearing completion which will give additional space.
- Upgrading lighting to LED.
- Installing air purification.
- Upgrading table saw.
- Visit from Heart of Bucks and attended Celebrate Buckingham Day.
- Manage running costs from membership monthly fees and from sales and commissions.

## **Buckingham AED Project**

- Currently managing 28 AEDs.
- 5 new locations and machines added in the last year.
- 2 spare units in storage.
- All units checked monthly.
- Replacing and rebranding machines and cabinets.
- Held several awareness sessions as well as demonstration days.
- 10 BHF dummies purchased for training purposes. As well as taking receipt of two Mindray AED trainers.
- Tesco fundraising sessions were very successful.

## **Closing remarks**

I am grateful and thankful for the tremendous support and hard work of all volunteers and Trustees who make such a valuable contribution to our community.

**Simon Wells, Chair**

**July 2025**

## Independent examiner's report on the accounts

**Section A Independent Examiner's Report**

**Report to the trustees/ members of** Community Care North Bucks

**On accounts for the year ended** 31st March 2025 **Charity no (if any)** 1172135

**Set out on pages** 1 and 2 attached

**Respective responsibilities of trustees and examiner** The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed. It is my responsibility to:

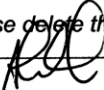
- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

**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 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 matter has come to my attention (~~other than that disclosed below~~\*)

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

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

**Signed:**  **Date:** 4th July 2025

**Name:** ALAN CLARKE

**Relevant professional qualification(s) or body (if any):** FCMA CGMA

Address:

29 PLOVER CLOSE
BUCKINGHAM
MK18 7ES

Section B

Disclosure

Only complete if the examiner needs to highlight material problems.

YEAR ENDED 31 MARCH 2025

ANNUAL ACCOUNTS

COMMUNITY CARE NORTH BUCKS

TOTAL INCOME	Car Service	North Bucks Carers	Open House	Young Carers	Sub-Total	Buckingham AED	Men In Sheds Buckingham	Grand Total
Donations & legacies	£3,884.12	£9,212.75	£5,431.04	£12,669.93	£31,197.84	£1,380.30	£368.38	£32,946.52
Charitable activities	£20,312.80	£714.20	£4,888.89	£319.30	£26,235.19	£0.00	£2,676.00	£28,911.19
Other trading activities	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£6,007.65	£6,007.65
Investment Income	£226.01	£142.49	£15.27	£807.67	£1,191.44	£159.55	£114.69	£1,465.68
<b>TOTAL INCOME FOR YEAR TO 31 MARCH 2025</b>	<b>£24,422.93</b>	<b>£10,069.44</b>	<b>£10,335.20</b>	<b>£13,796.90</b>	<b>£58,624.47</b>	<b>£1,539.85</b>	<b>£9,166.72</b>	<b>£69,331.04</b>

TOTAL EXPENDITURE	Car Service	North Bucks Carers	Open House	Young Carers	Sub-Total	Buckingham AED	Men In Sheds Buckingham	Grand Total
Cost of Goods Sold	£0.00	£0.00	£0.00	£0.00	£0.00			
Drivers Expenses	(£23,198.64)	£0.00	£0.00	(£372.00)	(£23,570.64)		(£4,548.61)	(£23,570.64)
Repairs & Maintenance	£0.00	£0.00	(£30.51)	£0.00	(£30.51)	(£6,724.98)	(£1,746.66)	(£8,502.15)
Events & Activities	(£1,523.70)	(£7,692.69)	(£5,577.33)	(£7,680.50)	(£22,574.22)			(£22,574.22)
Website, Stationery & Printing	(£703.72)	(£705.36)	(£221.77)	(£210.29)	(£1,841.14)			(£1,841.14)
Rent	(£35.00)	£0.00	(£413.50)	(£640.00)	(£1,088.50)			(£3,471.40)
Legal Costs					£0.00	(£720.00)		(£720.00)
Insurance	(£1,160.08)	£0.00	£0.00	£0.00	(£1,160.08)	(£497.15)	(£196.97)	(£1,854.20)
Audit & Accountancy	(£423.67)	(£109.72)	(£109.71)	(£419.46)	(£1,062.56)	£0.00	(£104.51)	(£1,167.07)
Bank Charges	(£60.00)	(£60.00)	(£83.40)	(£60.00)	(£263.40)	(£4.74)	(£15.33)	(£283.47)
Other Expenses	(£362.90)	(£897.13)	(£442.38)	(£6,005.22)	(£7,707.63)	(£871.40)	(£488.08)	(£9,067.11)
<b>TOTAL EXPENDITURE FOR YEAR TO 31 MARCH 2025</b>	<b>(£27,467.71)</b>	<b>(£9,464.50)</b>	<b>(£5,578.60)</b>	<b>(£15,387.47)</b>	<b>(£59,298.68)</b>	<b>(£8,855.77)</b>	<b>(£9,445.96)</b>	<b>(£77,600.01)</b>

<b>NET INCOME/(DEFICIT) FOR YEAR TO 31 MARCH 2025</b>	<b>(£3,044.78)</b>	<b>£604.54</b>	<b>£3,356.60</b>	<b>(£1,590.57)</b>	<b>(£674.21)</b>	<b>(£7,315.92)</b>	<b>(£273.84)</b>	<b>(£3,268.97)</b>
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BANK/CASH SUMMARY	Car Service	North Bucks Carers	Open House	Young Carers	Sub-Total	Buckingham AED	Men In Sheds Buckingham	Grand Total
OPENING BANK/CASH BALANCES AT 01/04/24	£10,739.28	£4,015.31	£4,721.25	£15,068.61	£34,544.45	£24,336.56	£1,736.37	£60,617.38
NET MOVEMENT	(£3,253.68)	£469.99	£3,356.60	(£2,365.01)	(£1,792.10)	(£7,475.47)	(£393.53)	(£9,661.10)
TRANSFERS (TO)/FROM RESERVES	(£1,700.00)	£1,700.00	£0.00	£0.00	£0.00	(£16,600.00)	£0.00	(£16,600.00)
<b>CLOSING BANK/CASH BALANCE AT 31/03/25</b>	<b>£5,785.60</b>	<b>£6,185.30</b>	<b>£8,077.85</b>	<b>£12,703.60</b>	<b>£32,752.35</b>	<b>£261.09</b>	<b>£1,342.84</b>	<b>£34,356.28</b>

RESERVES SUMMARY	Car Service	North Bucks Carers	Open House	Young Carers	Sub-Total	Buckingham AED	Men In Sheds Buckingham	Grand Total
OPENING RESERVES BALANCE AT 01/04/24	£7,524.91	£4,876.82	£0.00	£27,706.89	£40,108.62	£0.00	£8,338.05	£48,446.67
NET MOVEMENT	£208.90	£134.55	£0.00	£774.44	£1,117.89	£159.55	£114.69	£1,392.13
TRANSFERS (TO)/FROM BANK	£1,700.00	(£1,700.00)	£0.00	£0.00	£0.00	£16,600.00	£0.00	£16,600.00
<b>CLOSING RESERVES BALANCE AT 31/03/25</b>	<b>£9,433.81</b>	<b>£3,311.37</b>	<b>£0.00</b>	<b>£28,481.33</b>	<b>£41,226.51</b>	<b>£16,759.55</b>	<b>£8,452.74</b>	<b>£66,438.80</b>

<b>TOTAL BANK/CASH/RESERVES AT 31/03/25</b>	<b>£15,219.41</b>	<b>£9,496.67</b>	<b>£8,077.85</b>	<b>£41,184.93</b>	<b>£73,978.86</b>	<b>£17,020.64</b>	<b>£9,795.58</b>	<b>£100,795.08</b>
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CCNB - INCOME & EXPENDITURE SUMMARY						
Year ended 31 March 2025	Car Service	Noth Bucks Carers	Open House	Young Carers	TOTAL	
Income Received - Bank	24,214.03	9,328.99	10,089.71	13,022.46	<b>£56,655.19</b>	
Income Received - Cash	0.00	605.90	245.49	0.00	<b>£851.39</b>	
Income Received - Reserve	208.90	134.55	0.00	774.44	<b>£1,117.89</b>	
<b>Total Income Received for year to 31/03/25</b>	<b>24,422.93</b>	<b>10,069.44</b>	<b>10,335.20</b>	<b>13,796.90</b>	<b>£58,624.47</b>	
Expenditure - Bank	(27,467.71)	(8,719.18)	(6,368.17)	(15,387.47)	<b>£ (57,942.53)</b>	
Expenditure - Cash	0.00	(745.72)	(610.43)	0.00	<b>£ (1,356.15)</b>	
Expenditure - Reserves	0.00	0.00	0.00	0.00		
<b>Total Expenditure for year to 31/03/25</b>	<b>(27,467.71)</b>	<b>(9,464.90)</b>	<b>(6,978.60)</b>	<b>(15,387.47)</b>	<b>£ (59,298.68)</b>	
Net Excess/(Deficit) - Bank	(3,253.68)	609.81	3,721.54	(2,365.01)	<b>£ (1,287.34)</b>	
Net Excess/(Deficit) - Cash	0.00	(139.82)	(364.94)	0.00	<b>£ (504.76)</b>	
Net Excess/(Deficit) - Reserves	208.90	134.55	0.00	774.44	<b>£1,117.89</b>	
<b>NET EXCES/(DEFICIT) FOR YEAR TO 31/03/25</b>	<b>£ (3,044.78)</b>	<b>£604.54</b>	<b>£3,356.60</b>	<b>£ (1,590.57)</b>	<b>£ (674.21)</b>	

Buckingham AED	Men in Sheds Buckingham	CCNB TOTAL
1,380.30	9,052.03	<b>£67,087.52</b>
159.55	114.69	<b>£851.39</b>
<b>1,539.85</b>	<b>9,166.72</b>	<b>£1,392.13</b>
<b>(8,855.77)</b>	<b>(9,445.56)</b>	<b>£ (76,243.86)</b>
<b>(8,855.77)</b>	<b>(9,445.56)</b>	<b>£ (1,356.15)</b>
<b>(7,475.47)</b>	<b>(393.53)</b>	<b>£ (77,600.01)</b>
0.00	0.00	<b>£ (9,156.34)</b>
159.55	114.69	<b>£ (504.76)</b>
<b>£ (7,315.92)</b>	<b>£ (278.84)</b>	<b>£1,392.13</b>
		<b>£ (8,268.97)</b>

CCNB - BANK/CASH/RESERVES SUMMARY						
As at 31 March 2025	Car Service	Noth Bucks Carers	Open House	Young Carers	TOTAL CAF BANK	
Opening Bank Balance	10,739.28	3,670.76	4,168.66	15,068.61	<b>£33,647.31</b>	
Opening Cash Balance	0.00	344.55	552.59	0.00	<b>£897.14</b>	
Opening Reserves Balance	7,524.91	4,876.82	0.00	27,706.89	<b>£40,108.62</b>	
<b>Opening Total Balance at 1/04/24</b>	<b>£18,264.19</b>	<b>£8,892.13</b>	<b>£4,721.25</b>	<b>£42,775.50</b>	<b>£74,653.07</b>	
Net Excess/(Deficit) - Bank	(3,253.68)	609.81	3,721.54	(2,365.01)	<b>£ (1,287.34)</b>	
Net Excess/(Deficit) - Cash	0.00	(139.82)	(364.94)	0.00	<b>£ (504.76)</b>	
Net Excess/(Deficit) - Reserves	208.90	134.55	0.00	774.44	<b>£1,117.89</b>	
<b>Net Excess/(Deficit) for year to 31/03/25</b>	<b>£ (3,044.78)</b>	<b>£604.54</b>	<b>£3,356.60</b>	<b>£ (1,590.57)</b>	<b>£ (674.21)</b>	
Transfer to/(from) Bank	(1,700.00)	1,700.00	0.00	0.00	<b>£0.00</b>	
Transfer to/(from) Reserves	1,700.00	(1,700.00)	0.00	0.00	<b>£0.00</b>	
<b>Net for year to 31/03/25</b>	<b>£0.00</b>	<b>£3,670.76</b>	<b>£4,168.66</b>	<b>£15,068.61</b>	<b>£22,908.03</b>	
Closing Bank Balance 31/03/25	5,785.60	5,980.57	7,890.20	12,703.60	<b>£32,359.97</b>	
Closing Cash Balance 31/03/25	0.00	204.73	187.65	0.00	<b>£392.38</b>	
Closing Reserves Balance 31/03/25	9,433.81	3,311.37	0.00	28,481.33	<b>£41,226.51</b>	
<b>TOTAL BANK/CASH/RESERVES AT 31/03/25</b>	<b>£15,219.41</b>	<b>£9,496.67</b>	<b>£8,077.85</b>	<b>£41,184.93</b>	<b>£73,978.86</b>	

Buckingham AED	Men in Sheds Buckingham	CCNB TOTAL
24,336.56	1,736.37	<b>£59,720.24</b>
0.00	0.00	<b>£897.14</b>
0.00	8,338.05	<b>£48,446.67</b>
<b>£24,336.56</b>	<b>£10,074.42</b>	<b>£109,064.05</b>
<b>(7,475.47)</b>	<b>(393.53)</b>	<b>£ (9,156.34)</b>
0.00	0.00	<b>£ (504.76)</b>
159.55	114.69	<b>£1,392.13</b>
<b>£ (7,315.92)</b>	<b>£ (278.84)</b>	<b>£ (8,268.97)</b>
<b>(16,600.00)</b>		<b>£ (16,600.00)</b>
<b>16,600.00</b>		<b>£16,600.00</b>
<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>
261.09	1,342.84	<b>£33,963.90</b>
16,759.55	8,452.74	<b>£92.38</b>
<b>£17,020.64</b>	<b>£9,795.58</b>	<b>£66,438.80</b>
		<b>£100,795.08</b>

**COMMUNITY CARE NORTH BUCKS (CCNB)**

England & Wales - Charity number 1172135

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# Accounts

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**Together we Care.**

**Community Care North Bucks  
Report and financial statements  
Year ending March 2024  
Charity Number 1172135**

**Content**

**Legal and Administrative Information**

**Trustee Annual Report**

**Independent Examiners Report**

**Receipt and Payment accounts**

**COMMUNITY CARE NORTH BUCKS**

**TRUSTEES ANNUAL REPORT  
FOR THE YEAR ENDED 31 MARCH 2024**

## **Legal and administrative details**

### **Charity name**

Community Care North Bucks

### **Charity Registration number**

1172135

### **Registered Office**

55 Waine Close  
Buckingham  
Bucks  
MK18 1FF

### **Trustees**

Simon Wells  
Jacqui North (resigned 31<sup>st</sup> May 2024)  
Colin Cross  
Ros Hutt  
Brian Hirst  
Margo Jackson  
Lee King  
Chris Gardner  
Sue Watkins  
Sue Johnston  
Emma Weingart (resigned 15<sup>th</sup> April 2024)  
Ann McGahan (resigned 17<sup>th</sup> August 2023)

### **Independent accounts examiner**

Mr Steven Harding  
Glanwin House  
Avenue Road  
MK18 1QA

### **Banker**

CAF Bank Limited  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent  
MK19 4JQ

**Community Care North Bucks  
Trustee Annual Report  
For the year ended 31<sup>st</sup> March 2024**

Community Care North Bucks (CCNB) is a Charitable Incorporated Organisation (charity number 1172135) operating in North Bucks.

A Board of Trustees, appointed by the membership of CCNB, oversees the governance and management of the Charity. There are currently eleven Trustees:

Simon Wells  
Colin Cross  
Jacqui North (resigned 31<sup>st</sup> May 2024)  
Sue Watkins  
Margo Jackson  
Brian Hirst  
Ros Hutt  
Lee King  
Chris Gardner  
Sue Johnston  
Emma Weingart (resigned 15<sup>th</sup> April 2024)

### **Object**

They govern the Charity within the object set out in the Constitution, which states: -

“To promote any charitable purpose for the benefit of the inhabitants of North Bucks, and to advance education, protect and preserve health and relieve poverty, sickness and distress.”

To fulfil this object the Charity currently has six activities: -

- A Hospital Car Service
- A support group for adult carers (aged 18 plus)
- A support group and club for young carers (for carers under 18)
- Open House, a support group for ex-carers and people who live on their own
- Men in Sheds Buckingham
- Buckingham AED Project, which installs and maintains defibrillators in the area.

### **Public Benefit**

The Trustees confirm they have referred to the public benefit guidance issued by the Charity Commission when reviewing and monitoring the activities of CCNB. All Trustees give their time voluntarily and receive no private benefit from the work of the Charity. Services provide benefits which are either free or subsidized to ensure anyone can access them.

The Trustees review all the policies and procedures of the Charity annually or earlier if needed. These include a risk assessment so that risks to the Charity are identified and managed.

CCNB is funded through grants, local fundraising and subsidised charges from patients using the Hospital Car Service.

The Charity is run entirely by volunteers: there are currently 64 volunteers involved.

### **Overview**

The activities of the Charity grew with the very welcome addition of Men in Sheds Buckingham and the Buckingham AED Project, whose membership was approved at an EGM and with minor revisions to the constitution.

Financially the charity has continued to enjoy a stable financial position but fundraising continues to be challenging as more organisations seek grants and funding in a time of significant inflation and a cost-of-living crisis.

Trustees keep the finances under constant review. It is good to report that the finances are currently in good shape. With the addition of Men in Sheds Buckingham and the Buckingham AED Project from April, Income for the year was £73,932.05 (2022/23 £40,516.16) with total expenditure at £50,311.61 (2022/23 £44,631), giving a net excess for the year of £23,620.44 (2022/23 deficit of £4,114.99)

Reserves stood at £48,446.67 (2022/23 £39,227.66), and total bank and cash balances were £109,064.05 (2022/23 £72,327.29) at the end of the financial year.

Note the Buckingham AED Project received a substantial legacy of £20,000 in 2023 which inflated total income and bank balances.

Funds will be transferred in 2024/25 to new bankers which will allow greater interest to be earned on available reserves.

The aim of Trustees is to ensure CCNB remains sustainable, and Trustees have an agreed reserves policy which is reviewed each year. The funding received by CCNB is not consistent throughout the year. Grants applied for can be unsuccessful as well as successful. Trustees have determined to maintain a charity reserve of a minimum of one year's expenditure. A specific action plan is required if the reserves fall to 6 months. At present the reserves exceed that upper limit.

The restructuring of the Trustee Board is at long last now underway. New Trustees are being introduced. This restructuring will continue over the next three years.

A thorough Policy Review was conducted in 2023 and updated Policy documents and new Policy documents created and approved.

Work has commenced on creating a One Drive repository for documentation compliant with Data Protection requirements.

The Charity is also looking to expand, taking in new local groups, thus building in greater long-term sustainability. Two new groups have joined CCNB with discussions underway in 2024 with two additional groups.

## **Objectives and Achievements**

### **2023/2024 objectives**

1. To ensure successful onboarding of new groups.
2. To utilize sensibly and prudently reserves.
3. Ensure robust and meaningful succession plans are in place for each operating arm of the charity.
4. To improve CCNB marketing materials and social media platforms and website hits.

5. To support and encourage the procurement of a community hub and base for Men in Sheds over the medium to long term.

### **2023/24 Outcomes**

1. The two new groups have interacted well with the long-standing groups and continue to learn best practice from each other.
2. Reserves have increased but expenditure post-March has in a planned way been steadily increasing to utilize excess reserves.
3. It is a truism that recruiting new Trustees and retaining them is challenging as competition for talent is very competitive. The groups have been reminded that they need to manage their own succession planning to ensure continuity of the services that they provide.
4. Little progress has been made on improving the website and service leaflets and this will be a priority for 2024/25.
5. Whilst some work has been undertaken looking for premises for Men in Sheds and longer-term thinking about a community hub, there is acceptance that this is a major undertaking and suitable alternative buildings, and/or land and funding for a new build, are at a premium. CCNB will continue to review this objective and commit to discuss as an agenda item at each Trustee meeting.

### **2024/25 Objectives**

1. Improve the website as a matter of urgency and fully utilize the new CCNB Facebook page.
2. Ensure new Trustees are recruited to replace long serving Trustees who are standing down at the AGM.
3. Finally commit to use the significant surpluses in the groups with significant reserves to benefit the local community. To be closely monitored at each Trustee meeting with the groups expected to present their projects and expenditure plans.
4. Implement Trustee training.
5. Establish a multi-agency approach to ensure with the help of the Hospital Car Service that CCNB can operate a local wheelchair car service.

### **Reports**

#### **Hospital Car Service**

- The hospital car service continued to recruit new drivers and provide an invaluable service to the local community. Registered drivers stand at 24. A WhatsApp group of drivers is now in place that allows instantaneous communication which has proved invaluable for urgent patient transport requests.
- HCS did a poster campaign in early 2024 and this has driven up requests and there are appointments a significant distance away from Buckingham and an increase in weekend requests. Requested journeys were constant at between 60 and 80 per month with longer distances in some instances where the NHS was utilizing capacity in hospitals such as Amersham and Wycombe.
- Efforts are in process to improve communication and accessibility with Norden House in Winslow where coordinators are currently having to join long call waits due to having no dedicated phone line to resolve transport queries.
- CCNB has quotes in hand to purchase and or lease a new wheelchair car, as the vehicle purchased in 2022 is now coming to the end of its useful life. A small committee will be established to manage this project.
- Thanks to Rotary for allowing the car service to benefit from the Santa Float collection.

## Young Carers

- Running two youth clubs per month split by juniors and seniors, -run by Elle for juniors and Emma for seniors. which works better than the previous three groups.
- 50 young carers in seniors and 35 in juniors with a significant waiting list particularly for seniors who will be assessed in September 2024 for membership.
- Restructuring of management as Simon moved to focus on welfare support for YC2 and Elle and Emma are doing a magnificent job planning and executing Club Nights and respite activities.
- Great financial support from NFU Mutual, Rotary, Buckingham Half marathon, The MITRE as well as Friends of Young Carers.
- Helping Hands at Buckingham County Council gave YC2 a significant injection of shopping vouchers in January 2024 and these have and continue to provide support for YC2 families.
- Lynda Fisher continues to provide exceptional and organizational support to YC2 for which their grateful thanks.
- Ambitious plans in place for summer 2024 with amazing trips to Gullivers Land and Harry Potter World.
- Some focus on volunteer and driver recruitment.
- Margo continues wellness walks.
- SEND workshops in place in partnership with Buckinghamshire Family Service.

## Adult Carers

- After many years Ann McGahan has taken a well-deserved rest from running the Adult Carers Group (and has stepped down as a Trustee) and this is now run by Simon Wells and Linda Knox together with a band of dedicated volunteers.
- Bimonthly meetings continue to operate in the Community Centre and the numbers of attendees are slowly growing.
- A well-attended Christmas luncheon was held at the White Hart.
- Schedule of regular welfare visitors and guests.
- Visits to local garden centers held and three trips organized for third quarter 2024.
- Focus on attracting new volunteers and group leaders as well as attracting additional grant monies and bolstering reserves.
- Fundraising has brought in over £5k which allows for many respite activities to take place.
- Marketing and social media platforms are being developed to attract new members and volunteers.
- New database established and Facebook page with multiple posts and adverts to attract new volunteers and members.

## Open House

- 55 members in total and growing significantly such that the group is moving from the Centre to the Community Centre in August 2024.
- 17 volunteers and one recruit with IT skills, which will be a major boost to the Group.
- Grant received from Buckingham Town Council of £808.
- Trustees want to place on record their thanks and gratitude to our volunteers who have worked so tirelessly. Without the selfless commitment of our volunteers week in and week out we could not provide the services we provide to so many in our community.

## **Men in Sheds Buckingham**

- Membership is at 18 and through the income raised from attending events and from commissions the annual membership fee remains unchanged and is still at the level established on formation of the group. Funds were also raised by participating in the Rotary Club Swimathon and Santa Float.
- Support is given to local scouts, Lace Hill care home and schools, which is always warmly received.
- Security of tenure on premises remains a concern. Whilst the current landlord is happy for the group to remain, they are not prepared to issue a formal lease. Work has commenced to convert disused roof space into a usable area and the group has updated its intruder alarm. Expenditure is being met from current reserves.

## **Buckingham AED Project**

- Now in its 10<sup>th</sup> year. Buckingham AED Project now added to the CCNB Public Liability Insurance Policy.
- Focus on maintenance with one new machine being installed in Overn Crescent Buckingham. Evaluating replacing the AED at Linden Village shop.
- Plans in place for a bench to be in Buckingham at the Community Centre for the group founder and to mark thanks for his generous legacy bequest.
- AED project currently monitors 26 units, 23 which are deployed with one spare and two units from AED Donate.
- Efforts continuing to locate an AED on Page Hill estate.
- 16 awareness sessions held in the region in 2023/24.
- Continue to support first responders and provided 6 CFR response bags with portable AED which meet South Central Ambulance Service requirements.

## **Closing remarks**

I am grateful and thankful for the tremendous support and hard work of all volunteers and Trustees who make such a valuable contribution to our community and wish to place on record my sincere thanks to those Trustees who are retiring from the Trustee Board in 2024.

**Simon Wells, Chair**  
**July 2024**

# Independent examiner's report on the accounts

## Section A Independent Examiner's Report

**Report to the trustees/  
members of**

Charity Name  
Community Care North Bucks

**On accounts for the year  
ended**

31.03.2024

**Charity no  
(if any)** 1172135

**Set out on pages**

(remember to include the page numbers of any/any charts)

**Respective  
responsibilities of  
trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities 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 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 matter has come to my attention (other than that disclosed below \*)

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

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

**Signed:**



**Date:**

23rd June 2024

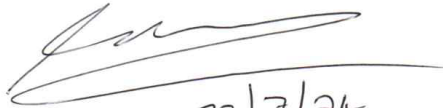
**Name:**

STEPHEN HARDING

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

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

UNABLE TO VERIFY PETTY CASH BALANCE AS CASH NOT PRESENT.



23/7/24

<b>CCNB - INCOME &amp; EXPENDITURE SUMMARY Year Ended 31 March 2024</b>	<b>Car Service</b>	<b>Noth Bucks Carers</b>	<b>Open House</b>	<b>Young Carers</b>	<b>TOTAL</b>	<b>Buckingham AED</b>	<b>Men In Sheds Buckingham</b>	<b>CCNB TOTAL</b>
Income Received - Bank	16,838.21	3,605.90	3,852.24	16,577.02	<b>£40,873.37</b>	22,123.09	8,675.63	<b>£71,672.09</b>
Income Received - Reserve	164.45	105.71		610.80	<b>£880.96</b>			<b>£880.96</b>
Income Received - Cash		802.35	576.65		<b>£1,379.00</b>			<b>£1,379.00</b>
<b>Total Income Received</b>	<b>17,002.66</b>	<b>4,513.96</b>	<b>4,428.89</b>	<b>17,187.82</b>	<b>£43,133.33</b>	<b>22,123.09</b>	<b>8,675.63</b>	<b>£73,932.05</b>
Expenditure - Bank	(16,303.25)	(1,662.10)	(3,608.83)	(18,458.37)	<b>£ (40,032.55)</b>	(3,238.98)	(6,265.08)	<b>£ (49,536.61)</b>
Expenditure - Cash		(401.57)	(373.43)		<b>£ (775.00)</b>			<b>£ (775.00)</b>
<b>Total Expenditure</b>	<b>(16,303.25)</b>	<b>(2,063.67)</b>	<b>(3,982.26)</b>	<b>(18,458.37)</b>	<b>£ (40,807.55)</b>	<b>(3,238.98)</b>	<b>(6,265.08)</b>	<b>£ (50,311.61)</b>
<b>Net Excess/(Deficit) at 31/03/24</b>	<b>£699.41</b>	<b>£2,450.29</b>	<b>£446.63</b>	<b>£ (1,270.55)</b>	<b>£2,325.78</b>	<b>£18,884.11</b>	<b>£2,410.55</b>	<b>£23,620.44</b>
<b>CCNB - BANK &amp; CASH SUMMARY Year Ended 31 March 2024</b>	<b>Car Service</b>	<b>Noth Bucks Carers</b>	<b>Open House</b>	<b>Young Carers</b>	<b>TOTAL CAF BANK</b>	<b>Buckingham AED</b>	<b>Men In Sheds Buckingham</b>	<b>CCNB TOTAL</b>
Opening Bank Balance 01/04/23	10,204.32	1,426.96	3,925.25	16,949.96	<b>£32,506.49</b>	5,452.45	1,835.75	<b>£39,794.69</b>
Opening Reserves Balance 01/04/23	7,360.46	4,771.11		27,096.09	<b>£39,227.66</b>		6,241.12	<b>£45,468.78</b>
Opening Cash Balance 01/04/23		243.77	349.37		<b>£593.14</b>			<b>£593.14</b>
<b>Opening Bank &amp; Cash balance at 1/04/23</b>	<b>£17,564.78</b>	<b>£6,441.84</b>	<b>£4,274.62</b>	<b>£44,046.05</b>	<b>£72,327.29</b>	<b>£5,452.45</b>	<b>£8,076.87</b>	<b>£85,856.61</b>
Closing Bank Balance 31/03/24	10,739.28	3,670.76	4,168.66	15,068.61	<b>£33,647.31</b>	24,336.56	1,736.37	<b>£59,720.24</b>
Closing Reserves Balance 31/03/24	7,524.91	4,876.82		27,706.89	<b>£40,108.62</b>		8,338.05	<b>£48,446.67</b>
Closing Cash Balance 31/03/24		344.55	552.59		<b>£897.14</b>			<b>£897.14</b>
<b>TOTAL BANK BALANCES AT 31/03/24</b>	<b>£18,264.19</b>	<b>£8,892.13</b>	<b>£4,721.25</b>	<b>£42,775.50</b>	<b>£74,653.07</b>	<b>£24,336.56</b>	<b>£10,074.42</b>	<b>£109,064.05</b>

**COMMUNITY CARE NORTH BUCKS CONSOLIDATED ACCOUNTS 1.4.23-31.03.24 - FINAL (UPDATED)**

**INCOME**

Car Service	16,838.21
North Bucks Carers	3,605.90
Open House	3,852.24
Young Carers Youth Club	16,577.02
Reserve Account Interest	880.96
<b>TOTAL INCOME (A)</b>	<b>41,754.33</b>

**EXPENSES**

Car service	16,303.25
North Bucks Carers	1,662.10
Open House	3,608.83
Young Carers Youth Club	18,458.37
<b>TOTAL EXPENDITURE (B)</b>	<b>40,032.55</b>

**PETTY CASH NORTH BUCKS CARERS**

Income	802.35
Expenditure	-401.57
Trf to Bank	-300.00
B'fwd 1.4.2023	243.77
<b>TOTAL CASH (D)</b>	<b>344.55</b>

**PETTY CASH OPEN HOUSE**

Income	576.65
Expenditure	-373.43
B'fwd 1.4.2023	349.37
<b>TOTAL CASH (E)</b>	<b>552.59</b>

CHARITY ACCOUNT NO. 1172135

**SUMMARY POSITION 2023-2024**

<b>TOTAL INCOME (A)</b>	43,133.33
<b>TOTAL EXPENSES (B)</b>	-40,807.55
<b>EXCESS/(DEFICIT) 2023-24</b>	<b>2,325.78</b>

**OPENING BALANCES 1.4.2023**

Car Service	10,204.32
North Bucks Carers	1,426.96
Open House	3,925.25
Young Carers Youth Club	16,949.96
Reserve Account	39,227.66
	<b>71,734.15</b>
	<b>2,021.78</b>
<b>CLOSING BALANCE 31.3.2024</b>	<b>73,755.93</b>


**CLOSING BALANCES**



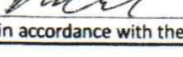
Car Service	10,739.28
Reserve A/C Car Service	7,524.91
North Bucks Carers	3,670.76
Reserve A/C N B Carers	4,876.82
Open House	4,168.66
Young Carers Youth Club	15,068.61
Reserve A/C Young Carers	27,706.89
	<b>73,755.93</b>

**CASH IN HAND 1.4.2024**

North Bucks Carers	344.55
Open House	552.59

**TOTAL BANK & CASH 1.4.2024** **£74,653.07**

  
28/5/24

	2023-24		2022-23		2021-22
C/F Previous year		£5,452.45		£4,614.53	£3,871.41
less Project cheques not presented					
C/F Previous year		£5,452.45		£4,614.53	£3,871.41
<b>INCOME</b>					
Fund-raising	£2,073.09		£1,350.69		£1,664.77
Personal donations	£20,050.00		£20.00		£500.98
Commercial and Club			£2,178.00		
Private payments for kit					
<b>Total</b>		<b>£22,123.09</b> ✓		<b>£3,548.69</b>	<b>£2,165.75</b>
<b>EXPENDITURE</b>					
Defibrillator public units/trainers kits	£2,196.00		£240.00		
Maintenance of AEDs/trainer kit	£91.94		£1,003.77		£1,401.63
Kit for First Responders					
Fund-raising					
Private kit					
Installation costs	£275.85		£1,410.00		
Awareness	£21.00		£21.00		£21.00
Administration/Insurance	£654.19				
Annual General Meeting			£36.00		
<b>Total</b>		<b>£3,238.98</b> ✓		<b>£2,710.77</b>	<b>£1,422.63</b>
<b>Surplus reserve</b>		<b>£24,336.56</b> ✓		<b>£5,452.45</b>	<b>£4,614.53</b>
<b>Cheques not presented</b>					
<b>Bank figure at 31 March</b>		<b>£24,336.56</b>		<b>£5,452.45</b>	<b>£4,614.53</b>
The Buckingham AED Project was constituted as an unincorporated charity at a meeting held in the Mayor's Parlour on Monday 3 March 2014.					
Hon Treasurer:		Trevor Bluck			
Hon Chairman		Lee King			
Inspected by:		Peter Frohock			
Certified to be in accordance with the information given to me					

# Profit and Loss

Men in Sheds Buckingham  
For the year ended 31 March 2024

2024

<b>Turnover</b>	
Commission Sales	1,701.42
Donations	200.00
Interest Income	96.93
Membership	2,940.00
Other Revenue	223.27
Stock Sales	3,485.01
Wood Oddments	29.00
<b>Total Turnover</b>	<b>8,675.63</b>
<b>Cost of Sales</b>	
Cost of Goods Sold	3,012.92
<b>Total Cost of Sales</b>	<b>3,012.92</b>
<b>Gross Profit</b>	<b>5,662.71</b>
<b>Administrative Costs</b>	
Audit & Accountancy fees	79.20
Insurance	579.41
Printing & Stationery	16.84
Rent	2,154.72
Repairs & Maintenance	421.99
<b>Total Administrative Costs</b>	<b>3,252.16</b>
<b>Operating Profit</b>	<b>2,410.55</b>
<b>Profit on Ordinary Activities Before Taxation</b>	<b>2,410.55</b>
<b>Profit after Taxation</b>	<b>2,410.55</b>

**COMMUNITY CARE NORTH BUCKS (CCNB)**

England & Wales - Charity number 1172135

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# Accounts

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**Together we Care.**

**Community Care North Bucks  
Report and financial statements  
Year ending 31 March 2023  
Charity Number 1172135**

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**Legal and Administrative Information**

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**COMMUNITY CARE NORTH BUCKS**  
**TRUSTEES ANNUAL REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2023**

**Legal and administrative details**

**Charity name**

Community Care North Bucks

**Charity Registration number**

1172135

**Registered Office**

55 Waine Close  
Buckingham  
Bucks  
MK18 1FF

**Trustees**

Simon Wells  
Jacqui North  
Ros Hutt  
Brian Hirst  
Margo Jackson  
Ann McGahan  
Sue Watkins

**Independent accounts examiner**

Stephen Harding  
Glanwin House  
Avenue Road  
MK18 1QA

**Banker**

CAF Bank Limited  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent  
MK19 4JQ

**Community Care North Bucks  
Trustee Annual Report  
For the year ended 31<sup>st</sup> March 2023**

Community Care North Bucks (CCNB) is a Charitable Incorporated Organisation (charity number 1172135) operating in North Bucks.

A Board of Trustees, appointed by the membership of CCNB, oversees the governance and management of the Charity. There are currently seven Trustees:

Simon Wells  
Jacqui North  
Sue Watkins  
Margo Jackson  
Brian Hirst  
Ros Hutt  
Ann McGahan

Keith Croxton, David Jackson, Gerry Bluck, Lauren Taylor, and Carol Penny all resigned as Trustees in the year to 31 March 2023.

**Object**

They govern the Charity within the object set out in the Constitution, which states: -

“To promote any charitable purpose for the benefit of the inhabitants of North Bucks, and to advance education, protect and preserve health and relieve poverty, sickness and distress.”

To fulfil this object the Charity currently has four activities: -

- A Hospital Car Service
- A support group for adult carers (aged 18 plus)
- A support group and club for young carers (for carers under 18).
- Open House, a support group for ex carers and people who live on their own.

**Public Benefit**

The Trustees confirm they have referred to the public benefit guidance issued by the Charity Commission when reviewing and monitoring the activities of CCNB. All Trustees give their time voluntarily and receive no private benefit from the work of the Charity. Services provide benefits which are either free or subsidized to ensure anyone can access them.

The Trustees review all the policies and procedures of the Charity annually or earlier if needed. These include a risk assessment so that risks to the Charity are identified and managed.

CCNB is funded through grants, local fundraising and subsidised charges from patients using the Hospital Car Service.

The Charity is run entirely by volunteers: there are currently 70 volunteers involved.

### **Overview**

The activities of the operating arms of the Charity continued to recover from the effects of the pandemic and re-establish former operating levels. Inevitably post pandemic there was a reduction in both volunteers and trustee members as individuals reassessed their personal priorities and this mirrored most charitable organisations who suffered from the same issues.

Financially the charity has continued to enjoy a stable financial position but fund raising continues to be challenging as more organisations seek grants and funding in a time of significant inflation and a cost-of-living crisis.

Trustees need to keep the finances under constant review. It is good to report that the finances are currently in good shape. Income for the year was £41,208.75 with expenditure at £45,174.28 (2021/22: income of £29,155.37 and expenditure of £28,023.15) giving a deficit of £3,965.53 for the year 22/23.

Reserves stood at £39,227.66.

Total cash and bank balances at 31<sup>st</sup> March 2023 were £72,327.29.

The aim of Trustees is to ensure CCNB remains sustainable, and Trustees have an agreed reserves policy which is reviewed each year. The funding received by CCNB is not consistent throughout the year. Grants applied for can be unsuccessful as well as successful. Trustees have determined to maintain a charity reserve of one year's expenditure. A specific action plan is required if the reserves fall to 6 months. At present the reserves exceed that upper limit,

The restructuring of the Trustee Board is at long last now underway. New Trustees are being introduced. This restructuring will continue over the next three years.

The Charity is also looking to expand, taking in new local groups needing thus building in greater long-term sustainability. Two new groups have been in introductory conversations with CCNB with a view to joining formally later in 2023.

## **Objectives and Achievements**

### **2022/23 Objectives**

1. Complete succession planning and recruitment of new trustees.
2. Monitor finances and develop expenditure plans.
3. Absorb new groups.
4. Recruit a safeguarding lead.

### **2022/23 Outcomes**

1. Three new trustees will be operating on an interim basis until formal ratification at the 2023 AGM. One of the new trustees will shadow and assist the treasurer to ensure that there is adequate cover for financial and banking transactions.
2. Two new groups will be formally submitted at the 2023 AGM with the appointment of a further two new trustees to represent these groups.
3. Financial positions were constantly reviewed to ensure the viability of each section and remedial actions taken where required to ensure adequate income from external sources.
4. Safeguarding lead now in place.

### **2023/2024**

1. To ensure successful on boarding of new groups.
2. To utilize sensibly and prudently reserves.
3. Ensure robust and meaningful succession plans are in place for each operating arm of the charity.
4. To improve CCNB marketing materials and social media platforms and website hits.
5. To support and encourage the procurement of a community hub and base for Men in Sheds over the medium to long term.

## **Reports**

### **Hospital Car Service**

The hospital car service continued to recruit new drivers and provide an invaluable service to the local community. Registered drivers stand at 24 with one driver who had left returning to the group. Requested journeys were constant at between 60 and 80 per month with longer distances in some instances where the NHS was utilizing capacity in hospitals such as Amersham and Wycombe.

CCNB purchased a wheelchair car from Winslow Big Society during the year and donated this to BART to operate.

### **Young Carers**

Young Carers continued to operate three youth clubs per month and to expand membership with nearly 100 registered young Carers.

Wellness walks operate weekly for parents.

Carers Bucks relationships are improving with a contribution being made towards youth club rental costs.

The cost-of-living crisis has an impact on many young carer families and significant support has been provided to those families in need with the help of partner agencies. This had included the local foodbank, Helping Hands at the County Council, and the Heart of Bucks charity. Many small mid-week trips are undertaken by volunteers and larger scale activities are planned in the summer of 2023.

Volunteer numbers have increased by 5 in the reporting year.

Grant monies and corporate sponsorship and donations continues to be strong enabling the group to thrive and support the holistic needs of the families and carers.

### **Adult Carers**

Bimonthly meetings continue to operate in the Community Centre and numbers of attendees are slowly growing.

Supported by Carers Bucks and a hardy band of committed volunteers.

Well attended Christmas luncheon was held.

Focus on attracting new volunteers and group leaders as well as attracting additional grant monies and bolstering reserves.

Marketing and social media platforms being developed to attract new members and volunteers.

### **Open House (for former carers)**

50 members in total and growing with 30 regularly attending meetings.

Received generous donation from Age Concern and Winslow masons to enable continued prosperity. Following the sad death of Carla Daniell, the family requested contributions to Open House, and we acknowledge this generosity of the family and mourn Carla's passing. Trips planned to Batsford Arboretum together with a river trip in summer 2023.

Grant application made to Buckingham Town Council.

Trustees want to place on record their thanks and gratitude to our volunteers who have worked so tirelessly. Without the selfless commitment of our volunteers week in and week out we could not provide the services we provide to so many in our community.

Simon Wells

December 2023

## Independent examiner's report on the accounts

### Section A Independent Examiner's Report

**Report to the trustees/  
members of**

Charity Name  
Community Care North Bucks

**On accounts for the year  
ended**

31.03.2023

**Charity no  
(if any)**

1172135

**Set out on pages**

*(remember to include the page number of additional sheets)*

**Respective  
responsibilities of  
trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities 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 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 matter has come to my attention (other than that disclosed below \*)

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

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

**Signed:**



**Date:**

27/10/2023

**Name:**

STEPHEN HARDING

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

## COMMUNITY CARE NORTH BUCKS CONSOLIDATED ACCOUNTS 1.4.22-31.3.23

### INCOME

Car service	15,887.85
North Bucks Carers	2,689.01
Open House	5,276.50
Young Carers Youth Club	15,727.16

Reserve Account Interest	269.14
<b>TOTAL INCOME (A)</b>	<u><u>39,849.66</u></u>

### EXPENSES

Car service	15,849.36
North Bucks Carers	2,636.74
Open House	3,127.91
Young Carers Youth Club	22,350.64

<b>TOTAL EXPENDITURE (B)</b>	<u><u>43,964.65</u></u>
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### PETTY CASH NORTH BUCKS CARERS

Income	817.72
Expenditure	-796.76
B'fwd 1.4.2023	222.81
<b>TOTAL CASH (D)</b>	<u><u>243.77</u></u>

### PETTY CASH OPEN HOUSE

Income	541.37
Expenditure	-412.87
B'fwd 1.4.2023	220.87
<b>TOTAL CASH (E)</b>	<u><u>349.37</u></u>

CHARITY ACCOUNT NO.	1172135
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### SUMMARY POSITION 2022-2023

<b>TOTAL INCOME (A)</b>	41,208.75
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<b>TOTAL EXPENSES (B)</b>	-45,174.28
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<b>EXCESS/(DEFICIT) 2022-23</b>	<u><u>-3,965.53</u></u>
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### OPENING BALANCES 1.4.2022

Car Service	10,165.83
North Bucks Carers	874.69
Open House	1,776.66
Young Carers Youth Club	23,573.44
Reserve Account	39,458.52

	<u>75,849.14</u>
--	------------------

	<u>-4,114.99</u>
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<b>CLOSING BALANCE 31.3.2023</b>	<u><u>71,734.15</u></u>
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### CLOSING BALANCES

Car Service	10,204.32
Reserve A/C Car Service	7,360.46
North Bucks Carers	1,426.96
Reserve A/C N B Carers	4,771.11
Open House	3,925.25
Young Carers Youth Club	16,949.96
Reserve A/C Young Carers	27,096.09

	<u>71,734.15</u>
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### CASH IN HAND 1.4.2023

North Bucks Carers	243.77
Open House	349.37

	<u>593.14</u>
--	---------------

**CAR SERVICE  
2022-2023**

Donations		2378.40	2378.40
Donations drivers & clients		394.30	394.30
Donations		523.20	523.20
Memory Giving		433.77	433.77
Collections		30.06	30.06
Interest		16.09	16.09
Divers Expenses	(12147.73)		(12147.73)
Fares 100%		12112.03	12112.03
Over/under payments	(621.78)		(621.78)
Drivers Lunch	(43.83)		(43.83)
Hire of Hall	(50.00)		(50.00)
DBS checks	(64.80)		(64.80)
Telephone	(110.47)		(110.47)
Website/Internet	(434.00)		(434.00)
Postage/Print	(370.75)		(370.75)
Insurance	(1519.80)		(1519.80)
Expenses	(80.70)		(80.70)
Account Charge	(72.00)		(72.00)
Winslow Car	(333.50)		(333.50)
Policy overview			
	(15849.36)	15887.85	38.49
Opening Balance		10165.83	10165.83
	-15,849.36	26,053.68	10,204.32
Reserve Account		7,360.46	7,360.46

**NORTH BUCKS CARERS SUPPORT GROUP  
2022-2023**

Donation		2224.60	2224.60
Books			
Interest		0.91	0.91
Hall			
Outings	(1570.00)	463.50	(1106.50)
Renewals	(43.20)		(43.20)
Tel/ Internet			
Post/Stat			
Party/Xmas	(635.80)		(635.80)
Party/Summer	(149.24)		(149.24)
Gifts			
Raffle			
Petty Cash			
Insurance			
Policy review			
Account Fee	(72.00)		(72.00)
Winslow Car	(166.50)		(166.50)
Trans from Reserves		500.00	500.00
	(2636.74)	3189.01	552.27
Opening Balance		874.69	874.69
	(2636.74)	4063.70	1426.96
Reserve Account		4771.11	4771.11

**OPEN HOUSE  
2022-2023**

Donations		2,674.60	2,674.60
Age Concern			
Interest		2.90	2.90
Quiz			
Bring & Buy			
Hall	-240.00		-240.00
Outing/Tickets	-2,118.00	1,559.00	-559.00
Batsford		1,040.00	1,040.00
Insurance			
Print/Post/Stationery			
Refreshments Xmas Party)			
Tel/Internet			
Summer/Xmas Party/Gifts	-331.41		-331.41
Travel/Vol Exp			
Bring & Buy			
Winslow Car	-166.50		-166.50
Petty Cash			
Renewals	-200.00		-200.00
Policy overview			
Account Fee	-72.00		-72.00
	-3,127.91	5,276.50	2,148.59
Opening Balance		1,776.66	1,776.66
	-3,127.91	7,053.16	3,925.25

**YOUNG CARERS  
2022-2023**

Donations		14,054.42	14,054.42
Donations drivers		237.86	237.86
in memory		318.47	318.47
Interest		31.82	31.82
Donations via cans		55.59	55.59
Gift Aid			
AV Lottery		259.00	259.00
Hall Hire	-770.00	770.00	0.00
Admin Office X's	-109.57		-109.57
Administrator	-806.40		-806.40
Transport	-834.40		-834.40
Hoodies	-830.80		-830.80
Club Expenses	-2,200.12		-2,200.12
Club Outings	-3,626.55		-3,626.55
Welfare	-7,906.17		-7,906.17
Consultancy	-1,240.00		-1,240.00
Membership A4Y	-100.00		-100.00
Family Liaison	-925.44		-925.44
Swimathon	-55.00		-55.00
Training	-150.00		-150.00
Insurance			
Wheelchair Car	-333.50		-333.50
Ac Fee	-72.00		-72.00
Xmas	-1,875.65		-1,875.65
Print/Stat	-253.57		-253.57
Misc	-261.47		-261.47
	-22,350.64	15,727.16	-6,623.48
Opening Balance		23,573.44	23,573.44
	-22,350.64	39,300.60	16,949.96
Reserve Account			27,096.09

**COMMUNITY CARE NORTH BUCKS (CCNB)**

England & Wales - Charity number 1172135

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# Accounts

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# **Community Care North Bucks**

**Together we care**

**COMMUNITY CARE NORTH BUCKS  
REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022**

**Charity No: 1172135**

## COMMUNITY CARE NORTH BUCKS

### Content

Legal and Administrative Information	1
Trustees Annual Report	2-5
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**COMMUNITY CARE NORTH BUCKS**  
**LEGAL AND ADMINISTRATIVE DETAILS**

**Charity Name**

Community Care North Bucks

**Charity Registration Number**

1172135

**Registered Office**

22 Holton Road  
Buckingham  
MK18 1PQ

**Trustees**

Keith Croxton  
David Jackson  
Jacqui North  
Sue Watkins  
Gerry Bluck  
Margo Jackson  
Lauren Taylor  
Brian Hirst  
Carol Penny  
Ros Hutt.  
Simon Wells  
Ann McGahan

**Independent Examiner**

Audrey Hirst  
1 Nightingale Close  
Buckingham  
MK18 1FU

**Banker**

CAF Bank Ltd  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent  
MK19 4JQ

**COMMUNITY CARE NORTH BUCKS**  
**TRUSTEES ANNUAL REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2022**

Community Care North Bucks (CCNB) is a Charitable Incorporated Organisation (charity number 1172135) operating in North Bucks.

A Board of Trustees, appointed by the membership of CCNB, oversees the governance and management of the Charity. There are currently eleven Trustees:

Keith Croxton  
David Jackson  
Jacqui North  
Sue Watkins  
Gerry Bluck  
Margo Jackson  
Lauren Taylor  
Brian Hirst  
Carol Penny  
Ann McGahan  
Simon Wells  
Ros Hutt.

**Object**

They govern the Charity within the object set out in the Constitution, which states: -

“To promote any charitable purpose for the benefit of the inhabitants of North Bucks, and to advance education, protect and preserve health and relieve poverty, sickness and distress.”

To fulfil this object the Charity currently has four activities: -

- A Hospital Car Service
- A support group for adult carers (aged 18 plus)
- A support group and club for young carers (for carers under 18).
- Open House, a support group for ex carers and people who live on their own.

**Public Benefit**

The Trustees confirm they have referred to the public benefit guidance issued by the Charity Commission when reviewing and monitoring the activities of CCNB. All Trustees give their time voluntarily and receive no private benefit from the work of the Charity. Services provide benefits which are either free or subsidised to ensure anyone can access them.

The Trustees review all the policies and procedures of the Charity annually or earlier if needed. These include a risk assessment so that risks to the Charity are identified and managed.

CCNB is funded through grants, local fundraising and subsidised charges from patients using the Hospital Car Service.

The Charity is run entirely by volunteers: there are currently 65 volunteers involved.

### **Overview**

The challenges associated with the covid pandemic continued to impact on the various aspects of the charity's work. It is due to the great fortitude of the volunteers that the four wings of the charity became fully operational by September 2021.

Whilst it is taking time to return to pre pandemic levels of activity this is because those using our services are still recovering themselves from covid issues. For example the levels of requests for the Hospital Car Service are still depressed due to hospitals still recovering from the affects of covid.

Financially the charity has survived the past two difficult years remarkably well with the Trustees needing to keep the finances under constant review. It is good to report that the finances are currently in good shape. Income for the year was £29,155.37(2020/21 £23,937.18) with expenditure at £28,023.15 (2020/21 £20,036.68) giving a surplus of £1,132.22. Reserves stood at £39,458.52 so we are carrying forward £75,849.14 .

The aim of Trustees is to ensure CCNB remains sustainable and Trustees have an agreed reserves policy which is reviewed each year. The funding received by CCNB is not consistent throughout the year. Grants applied for can be unsuccessful as well as successful. Trustees have determined to maintain a charity reserve of one year's expenditure. A specific action plan is required if the reserves fall to 6 months. At present the reserves exceed that upper limit, caused by the impact of covid, and whilst this will ensure a buffer against the current cost of living headwinds, they will need to be brought back within the current policy guidelines.

The restructuring of the Trustee Board which has been delayed by covid is at long last now underway. Three Trustees are standing down at the AGM, including the Chair, allowing for new Trustees to be introduced. This restructuring will continue over the next three years.

The Charity is also looking to expand, taking in new local groups needing thus building in greater long term sustainability

## **Objectives and Achievements**

### **2021/22 Objectives**

In view of the covid19 pandemic the following objectives have been set for 2020/21:

- i) To ensure each wing of the charity resumes their services in a planned and sustainable way as government pandemic restrictions allow.
- ii) To monitor the finances closely to ensure the charity remains sustainable throughout the covid 19 pandemic
- iii) To continue to seek a further new Trustee
- iv) To produce a revised risk analysis for each wing of the charity in the light of the covid 19 pandemic

### **Outcomes 2021/22**

- i) The four wings of the charity were fully operational from September 2021
- ii) Finances were monitored closely and were in good shape at the year end
- iii) The restructuring of the Board was delayed owing to covid but is now underway with three Trustees standing down at this AGM leaving spaces for new Trustees to be recruited.
- iv) The risk analysis is still to be done

### **Objectives for 2022/23**

- i) Complete succession planning and recruitment of new trustees.
- ii) Absorb new groups to expand the scope of CCNB and develop the charity as a central focus for the local community focussing on carers and associated issues.
- iii) Develop detailed expenditure plans for each arm of the charity to utilise the reserve surpluses generated from the inactivity during the pandemic.
- iv) Complete risk assessments as committed in the prior year.
- v) To recruit a Safeguarding Head for CCNB.

## **Reports**

The Hospital Car Service was suspended in March 2020 as a result of the government's covid restrictions. It resumed on March 29<sup>th</sup> 2021 following a risk assessment. Prior to the suspension there were 43 drivers, this has now fallen to 18. The number of requests for hospital trips is now increasing as hospital services slowly return to a level of normality. It is also encouraging that drivers are now beginning to be allowed to accompany patients to their appointments. This is an important part of the service we provide but the covid restrictions meant that had to be suspended for a long period.

Adult Carers Support Group restarted in September 2021 and has gradually returned to the pre-covid level of activity. There are currently up to 15 carers being supported through the meetings and a programme of speakers providing advice and guidance. Good relationships have been established with the GP surgery .

Open House (the support group for ex carers ) has returned to a normal level of activity with two meeting a month. There are between 20 and 25 members attending these meetings. There has been a full programme of visiting speakers and trips out. A team of volunteers ensure the ex carers are supported as they slowly adjust to a new way of life.

It has been a very busy year for Young Carers (YC2) with a major programme of activities and support for young carers and their families. YC2 now runs three club nights a month an increase from two previously. There are currently 96 young carers and their families being supported. Capacity at present is 105 owing to the space constraints of the building and the ratio of volunteers to children allowed.

A significant aspect of the work has been the welfare activities needed because of the pressures on families caused for example by the cost of living crisis but also the level of benefits. Examples of the support given are:

- Signposting families to organisations where they can receive help
- Funding school trips
- Applying for and distributing supermarket vouches to alleviate hardship
- Providing gifts at special times such as birthdays, Christmas and Easter.
- In liaison with the local Food Bank providing food parcels in times of crisis

Volunteers also liaise with families including home visits of new young carers and arranging help where needed from local care agencies. A coffee morning for the parents of young carers has been a successful initiative and is greatly appreciated.

A challenge for YC2 is getting the financial and professional support from Carers Bucks who have the contract to run young carer services for Buckinghamshire. This will need to be resolved this year and is being urgently addressed.

Trustees want to place on record their thanks and gratitude to our volunteers who have worked so tirelessly to help others during a demanding year. Without the selfless commitment of our volunteers' week in week out we could not run the services we provide to so many in our community

Keith Croxton



# Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
COMMUNITY CARE NORTH Bucks

On accounts for the year  
ended

31-03-2022  
Charity no (if any) 1172135

Set out on pages

(remember to include the page number of additional sheets)

Respective  
responsibilities of  
trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities 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 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 matter has come to my attention (other than that disclosed below\*)

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

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

Signed: A. Hirst

Date: 6/6/2022

Name: Audrey Hirst

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

**COMMUNITY CARE NORTH BUCKS CONSOLIDATED ACCOUNTS 1.4.21-31.3.22**

**INCOME**

Car service	11,317.58
North Bucks Carers	214.00
Open House	600.00
Young Carers Youth Club	17,017.17

Reserve Account Interest	6.62
<b>TOTAL INCOME (A)</b>	<u><u>29,155.37</u></u>

**EXPENSES**

Car service	11,452.29
North Bucks Carers	1,073.32
Open House	959.33
Young Carers Youth Club	14,538.21

<b>TOTAL EXPENDITURE (B)</b>	<u><u>28,023.15</u></u>
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**PETTY CASH NORTH BUCKS CARERS**

Income	557.80
Expenditure	-389.79
B'fwd 1.4.2020	54.80
<b>TOTAL CASH (D)</b>	<u><u>222.81</u></u>

**PETTY CASH OPEN HOUSE**

Income	262.75
Expenditure	-124.45
B'fwd 1.4.2020	82.57
<b>TOTAL CASH (E)</b>	<u><u>220.87</u></u>

CHARITY ACCOUNT NO.	1172135
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**SUMMARY POSITION 2021-2022**

<b>TOTAL INCOME (A)</b>	29,155.37
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<b>TOTAL EXPENSES (B)</b>	28,023.15
---------------------------	-----------

<b>EXCESS/(DEFICIT) 2021-2022</b>	<u><u>1,132.22</u></u>
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**OPENING BALANCES 1.4.2021**

Car Service	10,300.54
North Bucks Carers	1,734.01
Open House	2,135.99
Young Carers Youth Club	21,094.48
Reserve Account	39,458.52

	<u><u>74,723.54</u></u>
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<b>CLOSING BALANCE 31.3.2022</b>	<u><u>75,849.14</u></u>
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**CLOSING BALANCES**

Car Service	10,165.83
Reserve A/C Car Service	7,310.56
North Bucks Carers	874.69
Reserve A/C N B Carers	5,237.07
Open House	1,776.66
Young Carers Youth Club	23,573.44
Reserve A/C Young Carers	26,910.89

	<u><u>75,849.14</u></u>
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**CASH IN HAND 1.4.2022**

North Bucks Carers	222.81
Open House	220.87

	<u><u>443.68</u></u>
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## CAR SERVICE 2021-22

	2021-22
<b>Income</b>	
Donations	971.68
Donations Drivers & Clients	848.94
Memory Giving	294.66
Fares	9,202.30
	<u>11,317.58</u>
<b>Expenditure</b>	
Drivers Expenses	9,764.19
Over/Under payments	397.40
Meeting Venue	130.00
DBS	86.40
Website/ Internet/Telephone	387.37
Insurance	492.33
Account Fees	96.00
Stationery/Printing	98.60
PPE	
	<u>11,452.29</u>
<b>Excess of Expenditure over Income</b>	<b>134.71</b>
<b>Reconciliation</b>	
Opening Balance as at 1.4.21	10,300.54
excess of Expenditure over Income	<u><u>-134.71</u></u>
<b>Closing Balance as at 31.3.22</b>	<b>10,165.83</b>
Reserve Account	7,310.56

NORTH BUCKS CARERS 2021-22

	2021-22
<b>Income</b>	
J Anlezark	113.00
R Stutchbury Booklet	65.00
Xmas	36.00
	<u>214.00</u>
<b>Expenditure</b>	
Insurance	246.17
Account fee	96.00
Tel/ Internet	
Party/Summer/Xmas	704.75
Renewals	26.40
Post / Stat	
	<u>1073.32</u>
<b>Excess of expenditure over income</b>	<u>859.32</u>
<b>Reconciliation</b>	
Opening Balance	1734.01
less excess of expenditure over income	859.32
<b>Closing Balance as at 31.3.22</b>	<u>874.69</u>
Reserve Account	5237.07
<b>PETTY CASH</b>	
<b>Income</b>	
Fund raising	557.80
<b>Expenditure</b>	
Gen Exp	(389.79)
	<u>168.01</u>
Opening Balance	<u>54.80</u>
	222.81

## OPEN HOUSE 2021-22

2021-2022

### Income

Buckingham TC	<u>600.00</u>
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### Expenditure

Hall	120.00
Outings/Tickets	300.00
Xmas Party/ treats	151.38
Account Fee	96.00
Print,Post Stationery	28.98
Renewals	16.80
Insurance.	<u>246.17</u>
	959.33

<b>Excess of Expenditure over Income</b>	359.33
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### Reconciliation

Opening Balance as at 1.4.21	2135.99
less excess of expenditure over income	<u>359.33</u>

<b>Closing Balance as at 31.3.22</b>	1776.66
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### PETTY CASH

#### Income

Raffle	189.75
Donations	<u>73.00</u>
	262.75

#### Expenditure

Refreshment	31.45
Entertainment	60.00
Postage	<u>33.00</u>
	124.45

Excess of Income over Expenditure	138.30
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Opening Balance	<u>82.57</u>
	220.87

## YOUNG CARERS YOUTH CLUB

2021-22

### **Income**

Donations	15,958.40
Donations via cans	33.22
Donations from Volunteers	824.55
AV Lottery	201.00
Petty Cash	
	<u>17,017.17</u>

### **Expenditure**

Admin	790.08
Administrator	597.60
General Club Expenses	5,351.73
Hoodies	1,327.01
Transport	349.50
Family Liaison	1,417.01
Welfare	4,112.95
Vouchers	100.00
Insurance	492.33
	<u>14,538.21</u>

**Excess of Income over Expenditure** 2,478.96

### **Reconciliation**

Opening Balance as at 1.4.21	21,094.48
Excess of income over expenditure	<u>2,478.96</u>

**Closing Balance as at 31.3.22** 23,573.44

Reserve Account 26,910.89

**COMMUNITY CARE NORTH BUCKS (CCNB)**

England & Wales - Charity number 1172135

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# Accounts

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# **Community Care North Bucks**

**Together we care**

**COMMUNITY CARE NORTH BUCKS  
REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2021**

**Charity No: 1172135**

## COMMUNITY CARE NORTH BUCKS

### Content

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**COMMUNITY CARE NORTH BUCKS**  
**LEGAL AND ADMINISTRATIVE DETAILS**

**Charity Name**

Community Care North Bucks

**Charity Registration Number**

1172135

**Registered Office**

22 Holton Road  
Buckingham  
MK18 1PQ

**Trustees**

Keith Croxton  
David Jackson  
Jacqui North  
Sue Watkins  
Gerry Bluck  
Margo Jackson  
Lauren Taylor  
Brian Hirst  
Carol Penny  
Ros Hutt.  
Simon Wells  
Ann McGahan

**Independent Examiner**

Audrey Hirst  
1 Nightingale Close  
Buckingham  
MK18 1FU

**Banker**

CAF Bank Ltd  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent  
MK19 4JQ

**COMMUNITY CARE NORTH BUCKS**  
**TRUSTEES ANNUAL REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2021**

Community Care North Bucks (CCNB) is a Charitable Incorporated Organisation (charity number 1172135) operating in North Bucks.

A Board of Trustees, appointed by the membership of CCNB, oversees the governance and management of the Charity. There are currently twelve Trustees:

Keith Croxton  
David Jackson  
Jacqui North  
Sue Watkins  
Gerry Bluck  
Margo Jackson  
Lauren Taylor  
Brian Hirst  
Carol Penny  
Ros Hutt.  
Simon Wells  
Ann McGahan

**Object**

They govern the Charity within the object set out in the Constitution, which states: -

“To promote any charitable purpose for the benefit of the inhabitants of North Bucks, and to advance education, protect and preserve health and relieve poverty, sickness and distress.”

To fulfill this object the Charity currently has four activities: -

- A Hospital Car Service
- A support group for adult carers (aged 18 plus)
- A support group and club for young carers (for carers under 18).
- Open House, a support group for ex carers and people who live on their own.

**Public Benefit**

The Trustees confirm they have referred to the public benefit guidance issued by the Charity Commission when reviewing and monitoring the activities of CCNB. All Trustees give their

time voluntarily and receive no private benefit from the work of the Charity. Services provide benefits which are either free or subsidised to ensure anyone can access them.

The Trustees review all the policies and procedures of the Charity annually or earlier if needed. These include a risk assessment so that risks to the Charity are identified and managed.

The Charity is run entirely by volunteers: there are currently 65 volunteers involved.

CCNB is funded through grants, local fundraising and subsidised charges from patients using the Hospital Car Service.

## **Overview**

The past year was overshadowed by the covid pandemic which caused significant disruption to all our services. As the pandemic deepened the main priority became supporting our volunteers as they worked so hard serving those who used our services normally ensuring their needs were being met and providing an important contact during times of isolation.

Whilst the finances were affected the overall picture saw the charity in good shape financially at the end of the year.

The income for the year was £23,937.18 (2019/20 £48,000.78) and the expenditure £20,036.68 (2019/20 £47,922.89) leaving a surplus of £3,900.50. The reserves at the year end were £39,451.90 (2019/20 £39,424.12). The charity carried forward £74,716.92 leaving it in a good position to face the challenges the next year will present as services begin to resume.

We are grateful to those who have supported us financially during the past year. Full details of all those who have supported us during the year will appear on our web site later in the year

It is difficult to assess what level of support we will get from our funders in the coming year; much will depend on their post covid situations so it will be crucial Trustees monitor the finances closely

We are aiming to achieve a balanced budget by the year end including ensuring the reserve limit set out in the reserves policy is met.

Little progress was made during the past year to develop the Trustee Board so this will be an important priority during the coming year. Trustees have agreed for a full succession review to be completed by November 30<sup>th</sup> 2021 and an implementation plan put in place.

## **Objectives and Achievements**

### **The following objectives were set for 2020/21 :**

In view of the covid19 pandemic the following objectives were set:

- i) To ensure each wing of the charity resumes their services in a planned and sustainable way as government pandemic restrictions allow.
- ii) To monitor the finances closely to ensure the charity remains sustainable throughout the covid 19 pandemic
- iii) To continue to seek a further new Trustee
- iv) To produce a revised risk analysis for each wing of the charity in the light of the covid 19 pandemic

## **Outcomes**

- i) Services were not able to start during 20/21 because of government restrictions.
- ii) The finances remained strong during 20/21 owing to grant income and fewer expenses/outgoings. As a result the reserves held are above the limit set in the reserves policy
- iii) A further Trustee has joined the team with HR experience
- iv) Risk analyses were carried out by Young Carers and the Hospital Car Service during the year where activities took place.

### **The following objectives have been set for 2021/22**

The overall aim for 2021/22 is to restore all our services as soon as the restrictions are lifted and ensure the charity is in a good position financially by the year end.

With this in mind the following specific objectives have been set:

- i) To aim for all four wings of the charity to fully open and services resumed by September 30<sup>th</sup>
- ii) To ensure risk assessments are carried out where applicable as services resume.
- iii) To ensure the finances are kept under review to ensure a balanced budget by the year end.
- iv) To ensure the reserves held by the year end fall within the reserves policy limit.
- v) To ensure the long term sustainability of the Trustees Board by carrying out a succession review by November 30<sup>th</sup> 2021.
- vi) To carry out a policy review during 2021/22.

## **Reports**

The Hospital Car Service was suspended in March 2020 owing to government restrictions. It resumed on March 29<sup>th</sup> following a risk assessment. Prior to the suspension there were 43

drivers, currently that has risen to 13 as the volunteers have slowly returned following second vaccination. At present the number of requests is low so the service is coping well. It is anticipated requests will increase over the coming months as hospitals recover from covid provided there is not another surge in covid cases.

Adult Carers and Open House (support group for ex carers ) were not able to meet during the past year but volunteers have regularly kept in touch with those they support where possible by telephone and zoom meetings

Open House will be resuming meetings in July and Adult Carers in September.

It has been a very challenging year for Young Carers. Whilst it was not possible to run the club nights the Young Carers volunteer team provided regular ongoing support to 65 young carers and their families in a variety of ways including :

- Weekly contact with every young carer family.
- One to one support for each young carer
- Supplies of activity packs
- Food parcels for those in need of food help at Christmas and Easter.
- Help with the purchase of laptops
- Sessions via zoom
- Outdoor activities and trips where possible within restriction guidelines
- Advocacy for young carer families
- Liaison with local schools .

The volunteers have ensured that young carers have not felt alone or isolated during a difficult period. It is hoped that club nights will start again in July.

It is expected that the need for the services we provide will increase as restrictions are lifted and those we care for have to cope with new ways of living. Public expenditure will undoubtedly remain under pressure at local and national level. This will present us with new challenges financially which Trustees will need to address. Thankfully the support of the local community for the work we do remains positive and strong.

I want to place on record the thanks of the Trustees to our volunteers who have worked so tirelessly to help others during a demanding year. Without the selfless commitment of our volunteers week in week out we could not run the services we provide to so many in our community.

Keith Croxton  
Chair of Trustees

**INDEPENDENT EXAMINERS' REPORT  
TO THE MEMBERS OF COMMUNITY CARE NORTH BUCK**

<b>Report to the trustees/ members of</b>	Charity Name COMMUNITY CARE NORTH BUCKS		
<b>On accounts for the year ended</b>	2020 - 2021	<b>Charity no (if any)</b>	1172135
<b>Set out on pages</b>	<small>(remember to include the page numbers of additional sheets)</small>		
<b>Respective responsibilities of trustees and examiner</b>	<p>The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.</p> <p>It is my responsibility to:</p> <ul style="list-style-type: none"> <li>• examine the accounts under section 145 of the Charities Act,</li> <li>• to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and</li> <li>• to state whether particular matters have come to my attention.</li> </ul>		
<b>Basis of independent examiner's statement</b>	<p>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 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.</p>		
<b>Independent examiner's statement</b>	<p>In connection with my examination, no matter has come to my attention (other than that disclosed below *)</p> <ol style="list-style-type: none"> <li>1. which gives me reasonable cause to believe that in, any material respect, the requirements: <ul style="list-style-type: none"> <li>• to keep accounting records in accordance with section 130 of the Charities Act; and</li> <li>• to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or</li> </ul> </li> <li>2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.</li> </ol> <p><i>* Please delete the words in the brackets if they do not apply.</i></p>		
<b>Signed:</b>	A Hirst	<b>Date:</b>	5/6/2021
<b>Name:</b>	Audrey Hirst		
<b>Relevant professional qualification(s) or body</b>			

**COMMUNITY CARE NORTH BUCKS**  
**CONSOLIDATED ACCOUNTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

<b>INCOME</b>		<b>SUMMARY POSITION 2020-2021</b>	
Car service	952.03		
North Bucks Carers	1,196.80	<b>TOTAL INCOME (A)</b>	23,937.18
Open House	520.00		
Young Carers Youth Club	21,170.66	<b>TOTAL EXPENSES (B)</b>	-20,036.68
Young Carers Petty Cash	69.91		
		<b>EXCESS/(DEFICIT) 2020-2021</b>	<u>3,900.50</u>
Reserve Account Interest	<u>27.78</u>		
<b>TOTAL INCOME (A)</b>	<u><u>23,937.18</u></u>		
		<b>OPENING BALANCES 1.4.2020</b>	
<b>EXPENSES</b>		Car Service	10,290.78
Car service	942.27	North Bucks Carers	1,948.91
North Bucks Carers	1,411.70	Open House	2,456.48
Open House	840.49	Young Carers Youth Club	16,696.13
Young Carers Youth Club	16,842.22	Reserve Account	39,424.12
			<u>70,816.42</u>
<b>TOTAL EXPENDITURE (B)</b>	<u><u>20,036.68</u></u>	<b>CLOSING BALANCE 31.3.2021</b>	<u><u>74,716.92</u></u>
<b>PETTY CASH NORTH BUCKS CARERS</b>		<b>CLOSING BALANCES</b>	
Income	5.00	Car Service	10,300.54
Expenditure	-50.37	Reserve A/C Car Service	7,309.35
B'fwd 1.4.2020	<u>100.17</u>	North Bucks Carers	1,734.01
<b>TOTAL CASH (D)</b>	<u><u>54.80</u></u>	Reserve A/C N B Carers	5,236.20
		Open House	2,135.99
<b>PETTY CASH OPEN HOUSE</b>		Young Carers Youth Club	21,094.48
Income	53.05	Reserve A/C Young Carers	26,906.35
Expenditure	-35.29		<u>74,716.92</u>
B'fwd 1.4.2020	<u>64.81</u>		
<b>TOTAL CASH (E)</b>	<u><u>82.57</u></u>	<b>CASH IN HAND 1.4.2021</b>	
		North Bucks Carers	54.80
<b>PETTY CASH YC2</b>		Open House	82.57
Income	69.91		<u>137.37</u>
Expenditure	-69.91		
B'fwd 1.4.2020	<u>69.91</u>		
<b>TOTAL CASH</b>	<u><u>0.00</u></u>		

## COMMUNITY CARE NORTH BUCKS

### CAR SERVICE

#### RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31 MARCH 2021

##### Income

Donations	875.47
Donations Drivers & Clients	15.00
Fares	<u>61.56</u>
	952.03

##### Expenditure

Drivers Expenses	42.15
Website/ Internet/Telephone	275.05
Insurance	492.00
Account Fees	69.00
Stationery/Printing	39.98
PPE	<u>24.09</u>
	942.27

##### Excess of Income over Expenditure

9.76

##### Reconciliation

Opening Balance as at 1.4.20	10,290.78
excess of income over expenditure	<u>9.76</u>

**Closing Balance as at 31.3.21** 10,300.54

Cash at Bank	10,300.54
Reserve Account	7,309.35

**COMMUNITY CARE NORTH BUCKS**  
**NORTH BUCKS CARERS**  
**RECEIPTS AND PAYMENTS ACCOUNT**  
**FOR THE YEAR ENDED 31 MARCH 2021**

<b>Income</b>	
E Douglas	125.00
Groundwork	625.00
Gawcott Charitable Trust	400.00
Xmas excess	30.00
Renewals	16.80
	<u>1196.80</u>

<b>Expenditure</b>	
Insurance	246.00
Booklet	400.00
Account fee	69.00
Tel/ Internet	28.00
Party/Summer/Xmas	606.00
Renewals	43.20
Post / Stat	19.50
	<u>1411.70</u>

<b>Excess of expenditure over income</b>	<u>-214.90</u>
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<b>Reconciliation</b>	
Opening Balance	1948.91
less excess of expenditure over income	-214.90

<b>Closing Balance as at 31.3.21</b>	<u>1734.01</u>
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Reserve Account	5236.20
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**PETTY CASH**

<b>Income</b>	
Fund raising	5.00

<b>Expenditure</b>	
Postage	23.40
Vouchers	26.97
	<u>50.37</u>

Opening Balance	<u>100.17</u>
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54.80

## COMMUNITY CARE NORTH BUCKS

### OPEN HOUSE

#### RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31 MARCH 2021

##### Income

Mr & Mrs Whittaker	20.00
Gawcott Charitable Trust	<u>500.00</u>
	520.00

##### Expenditure

Hall	40.00
Tel/Internet	28.00
Easter/Xmas treats	235.19
Account Fee	69.00
Lockdown sundries	163.17
Renewals	16.80
Meetings	42.33
Insurance.	<u>246.00</u>
	840.49

**Excess of Expenditure over Income** 320.49

##### Reconciliation

Opening Balance as at 1.4.20	2456.48
less excess of expenditure over income	<u>-320.49</u>

**Closing Balance as at 31.3.21** 2135.99

##### PETTY CASH

##### Income

Donations (Drinks)	<u>53.05</u>
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##### Expenditure

Refreshment	35.29
	<u>35.29</u>

Excess of Income over Expenditure 17.76

Opening Balance	<u>64.81</u>
	82.57

**COMMUNITY CARE NORTH BUCKS**  
**YOUNG CARERS YOUTH CLUB**  
**RECEIPTS AND PAYMENTS ACCOUNT**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**Income**

Donations	16,512.83
Donations	4,415.00
Donations via cans	24.83
AV Lottery	218.00
Petty Cash	69.91
	<u>21,240.57</u>

**Expenditure**

Xmas Easter Gifts	3,280.27
General Club Expenses	830.88
Stat / Printing	219.55
Transport	312.67
Extra Activities	826.40
Stock	3,437.83
Welfare	2,757.97
Website	56.00
Support	668.65
Vouchers	3,595.00
Insurance	493.00
Renewals	25.00
Account Fees	69.00
R Radcliffe	270.00
	<u>16,842.22</u>

**Excess of Income over Expenditure**

4,398.35

**Reconciliation**

Opening Balance as at 1.4.20	16,696.13
Excess of income over expenditure	<u>4,398.35</u>

**Closing Balance as at 31.3.21** 21,094.48

Cash at Bank 21,094.48

Reserve Account 26,906.35