



Together we Care.

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

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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 31st 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 31st 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.Recrruit 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 numbers 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):**

IER

1

March 2012

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
TOTAL INCOME (A)	39,849.66

EXPENSES

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

TOTAL EXPENDITURE (B)	43,964.65
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PETTY CASH NORTH BUCKS CARERS

Income	817.72
Expenditure	-796.76
B'fwd 1.4.2023	222.81
TOTAL CASH (D)	243.77

PETTY CASH OPEN HOUSE

Income	541.37
Expenditure	-412.87
B'fwd 1.4.2023	220.87
TOTAL CASH (E)	349.37

SUMMARY POSITION 2022-2023

TOTAL INCOME (A)	41,208.75
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TOTAL EXPENSES (B)	-45,174.28
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EXCESS/(DEFICIT) 2022-23	-3,965.53
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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

	75,849.14
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	-4,114.99
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CLOSING BALANCE 31.3.2023	71,734.15
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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

	71,734.15
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CASH IN HAND 1.4.2023

North Bucks Carers	243.77
Open House	349.37

CHARITY ACCOUNT NO.	1172135
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	593.14
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**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