

Charity Registration No. 1172716

Company Registration No. 10638675 (England and Wales)

**PRAMALIFE  
(CHARITABLE COMPANY  
LIMITED BY GUARANTEE)**

**TRUSTEES'  
REPORT AND ACCOUNTS**

**FOR THE YEAR ENDED 31 MARCH 2022**

## PRAMALIFE (CHARITABLE COMPANY LIMITED BY GUARANTEE)

### LEGAL AND ADMINISTRATIVE INFORMATION

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Trustees	Revd P L Southcombe (retired 08/09/21) Mr T P Sharp Mr N C Johnson Revd J E Burgess
Chief Executive	Mr S M Robinson
Company Secretary	Miss F C Tasdelen
Charity number	1172716
Company number	10638675
Registered office	Moran House 1 Holes Bay Park Sterte Avenue West Poole Dorset BH15 2AA
Independent Examiners	Saffery Champness LLP Midland House 2 Poole Road Bournemouth BH2 5QY
Solicitors	Lester Aldridge Russell House Oxford Road Bournemouth BH8 8EX
Bankers	Barclays Barclays House 1 Wimborne Road Poole BH15 2FQ

# **PRAMALIFE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

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## **PRAMALIFE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

### **TRUSTEES REPORT**

#### ***FOR THE YEAR ENDED 31 MARCH 2022***

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The directors and trustees present their annual report and the financial statements for the year ended 31 March 2022.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charity's Articles of Association, the Companies Act 2006 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective January 2019).

#### **Objectives and activities**

The objects clause in the company's Articles of Association states:

- (a) To further or benefit the residents of local communities, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for residents.
- (b) To establish or secure the establishment of community centres and the provision of associated activities and to maintain or manage or co-operate with any statutory authority in the maintenance and management of any such centre for activities promoted by the charity in furtherance of the above objectives.
- (c) The charity shall be non-party in politics and non-sectarian in religion.

PramaLife's sister charity PramaCare was founded in the 1980s to provide help and care for people in their own homes, enabling them to live independently without being forced into residential care.

In recent years PramaCare has expanded its domiciliary care function to include a wider range of activities that aim to support older people and those living with vulnerability, in the broader spectrum of life, keeping them active in the community for longer, combating isolation and marginalisation, and providing activities that contribute to the enjoyment of life.

These broader activities have now become well established in the communities of Poole and East Dorset and PramaLife was formed to adopt the existing programme and manage further expansion.

On the 8th November 2017 PramaLife and PramaCare became subsidiaries of the new parent charity The Prama Foundation from where governance is exercised over the whole group. The ownership of Prama Trade was transferred from PramaLife to The Prama Foundation on 1st April 2018.

The activities of the organisation in the year towards the objectives are outlined in Achievements and Performance.

## PRAMALIFE (CHARITABLE COMPANY LIMITED BY GUARANTEE)

### TRUSTEES REPORT

**FOR THE YEAR ENDED 31 MARCH 2022**

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#### **Achievements and Performance**

Working alongside our team of volunteers and community partners PramaLife delivers a range of support and activities for and with older adults and carers.

#### **Group support:**

PramaLife has developed a network of 60 support groups across the Bournemouth, Christchurch and Poole conurbation and East Dorset. These groups are organised on either a weekly, bi weekly and monthly basis. We particularly want to thank Immanuel Church, Southbourne, Bournemouth for all their support.

Type of group	Social	Support for people dementia and their carers	Exercise and falls prevention	Craft and gardening	Carers support	IT support
Number of individual groups	19	17	3	11	8	2
Number of group sessions organised in 2021/22	388	418	84	134	100	18
Cumulative number of participants	6,897	3,787	706	932	734	67

#### **Telephone Friendship Groups:**

These groups enable 3+ people to participate in the same telephone call. We developed the groups as a response to the Covid-19 lockdowns when people could not socialise and the fact that many of the older adults with whom we work did not have access to the internet but virtually all had a landline. During 2021/22 we organised 314 group sessions for a cumulative total of 1,737 participants.

#### **Support for carers in Bournemouth, Christchurch and Poole – the FOCUS scheme:**

PramaLife is funded by BCP Council to provide one to one voluntary and group support to carers to enhance their health and well-being. During 2021/22 we supported 73 carers, doubling the number of carers we supported in the previous year. Our target is to increase this to 100 carers each year. This one to one support involves either befriending or mentoring; the latter provided by ex-carers. The groups include a male carers walking group, beach walks and coffee mornings for all carers.

#### **Support for individual older adults:**

During the lockdowns we were referred older adults who were lonely. We are still supporting 50 of them, with volunteers contacting them by telephone for conversation.

## **PRAMALIFE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

### **TRUSTEES REPORT**

***FOR THE YEAR ENDED 31 MARCH 2022***

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#### **Achievements and Performance (continued)**

##### Working with the NHS to respond to immediate need amongst older adults and carers:

January 2022 saw PramaLife develop two projects with colleagues from the Dorset HealthCare NHS Trust. One project focused on helping patients who were being discharged from hospital or are receiving NHS support in the community with their non-clinical needs. For example, help with their welfare benefits, shopping or moving furniture to allow for new equipment to be installed. By 31 March 2022 we had supported 50 people through this project.

The other project focuses on supporting people who had been visited by the new NHS Urgent Community Response Teams. The patient may have experienced a fall at home or have an infection and the aim is to prevent their admission to hospital. PramaLife's role is to follow up on the visit from the paramedics ensuring that the patient is recovering and to signpost them to further support if required. By 31 March 2022 we had supported 18 people through this project.

##### Intergenerational support:

In December 2021, we took on the Yours Sincerely pen pal scheme from our partners the Community Action Network. This scheme involves 18 young volunteers writing to 21 older adults. This scheme enables the young volunteers to develop their skills and become aware of lives of older adults and for the latter it helps them to remain connected to the wider community.

PramaLife also took on the following two schemes during 2020/21 from the outstanding volunteers who had developed and organised them for the previous 10 years.

##### East Dorset Voluntary Car scheme:

This involves 18 voluntary car drivers providing journeys for older adults, mostly for hospital and other NHS appointments and social activities. We expect to be catering for other types of trips in forthcoming years. During 2021/22 our volunteers provided 542 journeys for 549 passengers.

##### East Dorset Good Neighbours scheme:

This involves volunteers visiting older adults in their homes to assist with one off household tasks, for example, re-tuning a TV, changing light bulbs, helping with a specific task in the garden etc. As many people were still shielding or wary of inviting people in to their homes during 2021/22 we did not see so much activity on this scheme; eventually supporting 19 households with tasks. We expect this figure to significantly increase in 2022/23.

Other significant projects delivered by PramaLife during 2021/22 included:

Renovating the kitchen at Old Rope Walk, Hamworthy, Poole - Old Rope Walk is a housing complex for older adults of limited means. Owned by the charity, the Municipal and Owen Carter Almshouse, they are valued partners to PramaLife and provide us with free office space and the use of their communal areas to deliver our group activities. The kitchen plays an important role in delivering these activities and PramaLife raised £54,325 to fully renovate the kitchen and purchase new furniture for the communal area. We are not only using the kitchen to provide nutritious meals for people who attend our activities, but in time want to use the facilities to provide training.

Supporting carers from the Armed Forces community - We recognise that differing communities have differing needs and we must ensure that we work with communities to tackle them. Working with our partners the Veterans Hub (Wyke Regis), the Defence Medical Welfare Service and the NHS Dorset CCG we applied to NHS England for a small grant to find out more about the experiences of carers from the Armed Forces community.

## **PRAMALIFE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

### **TRUSTEES REPORT**

***FOR THE YEAR ENDED 31 MARCH 2022***

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#### **Achievements and Performance (continued)**

We gathered feedback from 202 carers/cared for people, which has highlighted considerable need. We have found out that carers from this community tend to start caring at an earlier age than the general population of carers which means that they are juggling paid employment with their caring role and that there are specific issues around people seeking support and coping with mental health needs. We are now planning how we can tackle this need with our partners, the carers and the wider armed forces community.

Accessing the rail network for people with dementia and their carers - With the support of South Western Railway and the Poole Bay Rotary Club (who provided 8 volunteers for the project), PramaLife worked with four people with dementia and their carers to explore the accessibility of the rail network. The resulting report to the railway company made a series of recommendations covering such issues as purchasing tickets, accessing stations and trains, signage, and advice for passengers planning to travel. All the participants in the project were full of praise for the railway staff and their customer care skills. The more accessible existing services are the better it is for everyone, for example the longer someone living with dementia can continue using trains enhances their well-being as well as providing a passenger for the rail system.

#### **Our Volunteers**

We cannot thank enough all our 190 volunteers. Our volunteers support us with a variety of tasks across all our activities. They help us to organise the groups, cater for meals – their cooking is exceptional, contact people by telephone or meet up with people face to face, they provide trips in their cars and help people with their shopping, as well as helping with a variety of tasks in a person's home from writing letters to fixing the curtains; all to enhance older adults and carers health and well-being. More than that they are supportive colleagues to the staff team, they bring a different perspective to our work, using the skills and experiences they have developed in their lives and careers.

#### **Tackling the Pandemic and Lockdowns**

Through the implementation of effective health and safety measures, we were able to quickly re-start our community-based activities and support services for older adults and carers when the lockdowns lifted. However, we recognise that the impact of the pandemic will be felt for several years to come. People have become more isolated, exacerbating existing long-term health conditions. We have identified a detrimental impact particularly on people with dementia and their carers.

However, the pandemic also prompted us to develop new services which we aim to sustain and further develop. The experience has also made us reflect on our skills, we are building on our ability to motivate and enable the people we work with to make their own decisions and to focus on the people who face significant barriers to accessing the support they need.

Furthermore, the pandemic highlighted to PramaLife that we must do more to use technology to support people. We are continuing to develop our skills in delivering the telephone support groups and we launched an IT support project. We estimate that more than a third of the older adults we work with do not use IT or the internet, this can cut them off from services and links to others. Our aim is to develop people's confidence and skills with IT, assist people with free/low cost equipment and identify low cost internet packages for them. We are also introducing more technology into our group activities including the use of Virtual Reality headsets.

## PRAMALIFE (CHARITABLE COMPANY LIMITED BY GUARANTEE)

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**FOR THE YEAR ENDED 31 MARCH 2022**

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#### **The Impact and Outcomes of PramaLife's Activities**

PramaLife achieves significant outcomes for older adults and carers, by working alongside them to enhance their health and well-being, during January/February 2022 we surveyed 300 participants across all our support groups for older adults and carers, following are the key results:

Question	Never	Rarely	Sometimes	Often	All the time
<i>I have the support I need or I know where to find it</i>	2%	3%	20%	29%	46%
<i>I feel less lonely as a result of coming to this activity</i>	1%	4%	13%	28%	54%
<i>I gained the support of others in this group</i>	-	2%	19%	32%	47%

We also collect feedback and case studies which demonstrate that we are achieving key outcomes, including:

#### **~ Supporting people to sustain and/or develop new friendships:**

*It is wonderful, and is a God send, especially at the moment. It couldn't have come at a better time, I look forward to having a laugh with M. I didn't think it would make such a difference, but it has.*

*I really appreciate the calls I feel like I have known A for such a long time, yet it is has only been a few weeks. At first, I didn't think having a befriender would be much use to me, but now I really look forward to A calling me every week.*

*I really look forward to my 2 o'clock call as at first, I didn't know anyone and was worried but since being on the calls I have made friends and we have met up for a tea. We do call each other during the week.*

*It makes me feel not so sorry for myself, it feels nice and I have conversations that I wouldn't have with family or friends.*

*I enjoy the nice company, I even met a neighbour down the road over the telephone calls who I didn't know. We now go on car journeys together and have met each other's family.*

*If I feel down or know others are feeling low, we can call each other. We know that each one of us are there for each other.*

*It's great to know that I have regular contact with my buddy/mentor and that I can contact her outside of our agreed times should the need arise. My chats with my buddy often include topics outside of caring and that provides a level of "escape" which I find very helpful. Being able to offload to my buddy rather than to friends is good. Getting sympathy, understanding and encouragement from my Buddy certainly gives me a boost.*

*It is nice to have someone else to offload to as you don't always want to burden your family. It is good to have someone impartial.*



## PRAMALIFE (CHARITABLE COMPANY LIMITED BY GUARANTEE)

### TRUSTEES REPORT

**FOR THE YEAR ENDED 31 MARCH 2022**

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#### The Impact and Outcomes of PramaLife's Activities (continued)

##### **~ Supporting people to access the information they need:**

*I have been so grateful for all the support that you have given me, it is very reassuring to know that you are at the end of a phone, and to be able to talk through any problems or worries with someone who understands the burden unpaid carers face, because I feel that sometimes we are "passed by" from the powers that be, because we just simply get on with things.*

*I have attended a coffee morning and found that incredibly useful and loved the venue! It was so lovely to talk to a couple of other carers too and hear about their situation. Listening to others takes you out of your own situation and in a bizarre way is comforting. I find that as a carer the more useful information I receive, the less isolated I feel. I know the scheme is somewhere I can go for help if I need it.*

*Speak to FOCUS! As much as you might get help and advice from other charities, your GP or social services, FOCUS at PramaLife are the people who will steer you and help you overcome each hurdle.*

##### **~ Supporting people to be physically active:**

*I did enjoy the walk and would do it again. I believe it did help, was good to get out for a few hours. There have been times where I've planned to go out then later in the day changed my mind, telling myself I will go out the next day. Meeting up with others for a walk made it less likely I would change my mind. I was a bit anxious about meeting a group, however I felt calm and relaxed.*

*I would love to access more of this, it gave me motivation to come out.*

##### **~ Providing opportunities for people to volunteer, so that they can use their skills and time to help others:**

*A said she first thought of volunteering for us back when she was shielding from the pandemic, she said that she was at a loss and sat at home and wanted something to do to occupy her. A has had health problems and had been speaking to Steps 2 wellbeing who mentioned volunteering. A then was sent some lists and she chose Prama over another option as she said the others were being too pushy!*

*A said that this opportunity had fulfilled all her expectations, she said that she likes talking to older people and that this need has been met through FOCUS, she said that she has used her own knowledge of the care sector to help with the role and this has 'made such a difference to my life.' A said that she feels she has made an impact on the carers life as the carer has been able to open up to her. A said that the carer didn't realise how much support she could get but with her help and guidance she has managed to get some care in place.*

*A became tearful when she said that she feels appreciated and that she has gained confidence since volunteering for the FOCUS scheme, she said that we are always encouraging and 'really person centred, not only for the carer but for the volunteers' A said that she would recommend volunteering for the FOCUS scheme to anyone as it is a positive thing for an individual to do, it builds your self- confidence and makes you feel better. A said that she is now thinking about herself, this has changed her outlook and that this has made her eager to explore other opportunities, she said "I'm not on the scrap heap yet."*

## PRAMALIFE (CHARITABLE COMPANY LIMITED BY GUARANTEE)

### TRUSTEES REPORT

#### FOR THE YEAR ENDED 31 MARCH 2022

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##### The Impact and Outcomes of PramaLife's Activities (continued)

Overall the impact PramaLife makes can be best summarised by the following comments from a carer who attends one of our Memory Lane (Dementia Support groups):

*Although I used to take my Mother-in-Law to a number of activities through various organisations, PramaLife were always at the forefront in offering assistance, they were the only organisation who telephoned or "doorstep" visited me on a weekly basis throughout the lockdown and were the first to contact me when matters eased.*

*They are simply superb, my Mother In-Law and others are uplifted on every occasion we and they attend their functions and Memory Classes. They enter the room, sometime morose, lonely and thinking they have forgotten everything and invariably leave in high spirits. This is due not only to the friendliness and professionalism of the staff and volunteers, but also the careful planning and presentations of past music, songs, films, photographs and so, so much more - all designed to draw from them memories they thought they had forgotten, restoring a measure of self-confidence often so lacking.*

*My Mother-in-Law is often in low spirits despite the efforts of my wife and myself, but when I say to her "We are going to PramaLife today" she somehow remembers, smiles, becomes animated and quite honestly cannot get out of her little flat fast enough. Thanks to PramaLife.*

##### Our Funders

We would not be able to achieve all of this without the support of our much-valued funders, including for 2021/22:

- |   |  |
|---|--|
| • AFC Bournemouth                               | • Leeds Building Society                       |
| • Alice Ellen Cooper Dean Charitable Foundation | • Leonard Laity Stoate Charitable Trust        |
| • Arnold Clark Community Fund                   | • Leonardo Trust                               |
| • Asda Bournemouth                              | • Lytchett Minster & Upton Young at Heart Club |
| • ASDA Poole                                    | • Marroys Bar                                  |
| • Aviva   | • National Lottery Community Fund              |
| • Awards for All                                | • NHS England                                  |
| • BCP Council                                   | • Percy Bilton Charitable Trust                |
| • BH Coastal Lottery                            | • Postcode Community Trust                     |
| • Big Give                                      | • Poole Lions Charity Trust                    |
| • Clothworkers Foundation                       | • Prince of Wales's Charitable Fund            |
| • Co-Op Charminster                             | • Richard Davies Charitable Foundation         |
| • Dorset Chamber of Commerce and Industry       | • Sainsburys Castlepoint                       |
| • Dorset Council                                | • Skipton Charitable Foundation                |
| • Dorset HealthCare NHS Trust                   | • Society of the Holy Child Jesus              |
| • Edward Gosling Foundation                     | • Souter Charitable Trust                      |
| • Francis Winham Foundation                     | • South Western Railway                        |
| • Garfield Weston Foundation                    | • Sovereign Housing                            |
| • Incorporated Bournemouth Free Church Council  | • Tesco Bournemouth                            |
| • Independent Age                               | • Tesco Poole                                  |
| • Judy's Jams                                   | • Valentine Charitable Trust                   |
| • Kinson Bowling Club                           | • WO Street Charitable Foundation              |
| • Lake House Charitable Foundation              | • Westfield Health                             |

Our heartfelt thanks go to the following who participated in the London Marathon to support PramaLife:  
Laura Bullivant, Stuart Champion, Leila Dara, Nikki Ellis, Elizabeth Griffin, Julie and Keith Gubbins and Jack Warr.

## **PRAMALIFE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

### **TRUSTEES REPORT**

***FOR THE YEAR ENDED 31 MARCH 2022***

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#### **Our Funders (continued)**

We would also like to thank all those individuals who made a donation direct to PramaLife. Your support is very much appreciated.

We would also like to acknowledge the considerable in-kind support we receive from the Municipal and Owen Carter Almshouse and Immanuel Church, Bournemouth.

#### **Our Learning and the Future**

PramaLife's future success depends on the following key issues:

Our ability to recruit volunteers and staff with a broad range of skills and experiences. We particularly want to diversify our team of staff and volunteers so that they represent all the communities we work with. Likewise, we recognise that we must take every opportunity to enhance our skills. To ensure success we need effective people skills, including listening skills; people tell us that the more they feel valued the more it motivates them to take action themselves and our ability to enable people to think through what will make a difference in their lives and what they need to do to achieve that. In April 2022 we were joined by a new full time Volunteer Co-ordinator who will be assisting us in this aim.

Our ability to raise sufficient funds to sustain and develop our services. We are exploring a variety of ways in which to raise much needed funds. In doing so we also need to ensure that we are collecting demonstrable evidence of the impact of PramaLife. We will be frank about when things have not worked out well as well as when we have been successful.

Our ability to work across all communities in understanding the differing needs and aspirations of the older adults and carers we work alongside. PramaLife is a responsive charity, accountable to local people. In achieving this we will continue to develop new ways for older adults and carers to influence the decision making of the charity and participate alongside trustees, staff and volunteers in reviewing and developing PramaLife's services.

We must be responsive to emerging need, for example we know that a lot of the older adults and carers we work with are experiencing challenges because of the cost of living crisis. We must make sure that people are getting the advice they need, and access to monetary support and low-cost resources when available.

Alongside this we want to explore new ways of delivering services, for example we are making more use of technology and want to support more people with IT, because we are seeing increasingly how access to the internet is affecting people's access to information and support.

Our ability to work in partnership; PramaLife is at its best when it is working with partners from across the statutory, voluntary and private sectors, sharing resources and learning. The key aim for PramaLife is to ensure that older adults and carers we work with can live the lives they want. We know that if we achieve this, then there will be benefits for PramaLife and the partners we work with, and we must always put the needs of the people we support first. In future years we will be working with partners including BCP Council in achieving Age Friendly Community status, to the standards required by the World Health Organisation, for the Bournemouth, Christchurch and Poole conurbation.

## **PRAMALIFE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

### **TRUSTEES REPORT**

#### ***FOR THE YEAR ENDED 31 MARCH 2022***

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##### **Financial Review**

The total income for the charity was £381,651 (2020/21: £283,840) and the net surplus for the period was £43,150 (2020/21: £5,715)

The activities of PramaLife are funded by Prama charity shops, grants from charitable trusts, a BCP Council contract and income from donors, legacies and community fundraising.

##### **Results**

The results for the year, the state of the charity's affairs and transfers between the restricted and unrestricted funds are shown in the attached financial statements.

##### **Reserves policy**

The charity's total reserves amount to £173,364 (2020/21: £130,214) of which £11,053 (2020/21: £108,534) relate to restricted funds and £162,311 (2020/21: £21,680) relate to unrestricted funds.

The trustees monitor the level of reserves on a regular basis throughout the year and set a target level appropriate to the charity's current position and future plans through the annual budgeting process and to ensure reserves provide for the long term need for working capital and to provide for short term fluctuations in income from donations and grants. Following a full review of the reserves policy during 2020/21 the trustees consider it prudent to maintain a minimum reserve of £90,000 in this respect.

In March 2022 we received significant grant income from funders for projects to be delivered during the 2022/23 financial year, for example we received £56,025 in respect of projects being delivered in partnership with the NHS. As a result the unrestricted funds held at 31 March 2022 are higher as the Charity SoRP requires income to be recognised when it is received rather than at the time it is utilised to deliver the agreed project.

##### **Fixed assets**

Full details of movements in tangible fixed assets are set out in note 13 to the financial statements.

##### **Sources of funding**

As detailed in the section above concerning our Achievements and Performance, PramaLife is funded from a variety of sources, including:

- The Prama Foundation, especially using the surpluses from our charity shops.
- Grant funding e.g. from Charitable Trusts.
- BCP Council, we were awarded in 2020 a contract by BCP Council to provide voluntary support to carers.
- Donations and legacies, e.g. group participants will donate PramaLife money to cover the cost of refreshments, or we may receive a donation from a family following the funeral of a family member who had participated in PramaLife groups/activities.
- Community fundraising e.g. sponsored events like marathons.

##### **Expenditure**

Expenditure in respect of PramaLife's community activities encompasses the management and delivery of activities, including salaries and specific costs associated with the activity e.g. materials for our Memory Lane groups. PramaLife contributes funds to the Foundation in return for administrative, financial management and governance support.

## **PRAMALIFE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

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***FOR THE YEAR ENDED 31 MARCH 2022***

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#### **Remuneration Policy**

None of the trustees receives any remuneration. The remuneration of the senior staff is set by the trustees having regard to local market rates, experience needed and the degree of responsibility held.

#### **Employee Involvement**

The parent charity operates a Joint Consultative Committee which is attended by elected members of staff from different areas of the organisation, the chief executive officer and a trustee. This forum is used formally as a means of consultation and dissemination of information and meets three times per year.

The charity seeks to give full and fair consideration to all applications for employment made to the charity by disabled people and make efforts in respect of the continuing employment and training of employees who may become disabled while employed by the company. The charity seeks to introduce, maintain and develop arrangements involving employees, providing systematic relevant information, undertaking regular employee consultation and providing necessary training and career development to all staff members.

#### **Structure, Governance and Management**

The organisation is a charitable company limited by guarantee, incorporated on 24th February 2017, and registered as a charity with the Charity Commission on 24th April 2017. The company was formed under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. Under the terms of the Memorandum of Association each member of the company guarantees to contribute £10 towards the assets of the company in the event of its being wound up while he/she is a member, and towards the costs, charges and expenses of winding up.

None of the trustees have any beneficial interest in the company.

On 8th November 2017 the trustees resigned as members of the organisation and appointed The Prama Foundation as sole corporate member. The trustees of The Prama Foundation have power to appoint and remove the board of PramaLife Limited.

The current trustees are also trustees of The Prama Foundation.

The trustees, who are also directors for the purpose of company law, and who served during the period were:

Revd P L Southcombe (retired 08/09/21)

Mr T P Sharp

Mr N C Johnson

Revd J E Burgess

The Prama Foundation has a board of directors which receives recommendations and information from four sub-committees focussing on:

- Finance and General Purposes
- Human Resources
- Care (The Board of PramaCare)
- PramaLife (The Board of PramaLife)

The chair of each committee is held by a director of The Prama Foundation and these make recommendations to the full board of The Prama Foundation. The directors, who are also charity trustees, establish policies that are then implemented by the chief executive officer (CEO) who is responsible for the employment of staff that carry out the objectives of the company.

## **PRAMALIFE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

### **TRUSTEES REPORT (CONTINUED)**

***FOR THE YEAR ENDED 31 MARCH 2022***

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#### **Structure, Governance and Management (continued)**

New director/trustees are appointed following a review of skills by a nominations sub-committee. Each trustee elected meets with the CEO and then observes a board or sub-committee meeting before final decisions are taken on appointment. The nominations sub-committee report to the board. Persons considered to be able to offer particular expertise to the charity are given a Trustee Handbook and Strategic Plan and meet with the CEO to receive a full explanation of the purposes, ethos and practices of PramaLife before being invited to serve on the board.

Day to day management of the charity is delegated to the CEO - Mr S Robinson and the Senior Management Team.

#### **Risk assessment**

A risk register is maintained to focus on specific areas of PramaLife's activities and is discussed at each trustee meeting. The Estates Manager is the designated Health and Safety officer.

The principal risks of the charity relate to:

a) Failure to raise sufficient funding:

PramaLife has achieved a mix of income which will be important to sustain and develop. Currently our main sources of income are the contributions from the Prama Foundation including surpluses from the Prama charity shops, charitable trusts and donations. We will continue to apply to charitable trusts for their support, but we will be looking to diversify our income through community fundraising and by promoting ethically our need for legacies.

b) The continuing impact of the pandemic:

PramaLife needs to maintain standards of health and safety at our face to face support groups to prevent infection, we also need to continue developing services which support people if there is a need to self-isolate.

c) Failure to respond to safeguarding issues:

The health, safety and dignity of the people we support, and our staff and volunteers is paramount. We have implemented robust systems to identify risks to the safety of individuals and we provide support and training to our staff and volunteers in order that they can effectively manage any incidents which may occur.

d) Failure to recruit skilled volunteers:

We are fortunate to have the support of 180 skilled volunteers. However, in order to further sustain and develop our services we need to recruit more volunteers.

**PRAMALIFE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES REPORT (CONTINUED)**

***FOR THE YEAR ENDED 31 MARCH 2022***

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**Structure, Governance and Management (continued)**

**Public Benefit**

The trustees have given due regard to public benefit when planning the charity's activities, in accordance with sections G2 and G3 of the Charity Commission's General Guidance on Public Benefit (January 2010).

The paragraphs in this report set out our activities, achievements, and performance during the year, which are directly related to the objectives and purposes for which the charity exists. The charity achieves its principal objectives and purposes through services to any members of the public in the local community who have needs arising from age, disability or social isolation.

These benefits are directly related to the aims of the charity and are fully compliant with Principles 1 and 2 of the Charity Commission Principles on Public Benefit.

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

On behalf of the board of trustees

A handwritten signature in black ink, appearing to read 'T Sharp', written over a horizontal line.

Mr T Sharp, Chair

5th October 2022

## **PRAMALIFE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

### **STATEMENT OF TRUSTEES RESPONSIBILITIES**

***FOR THE YEAR ENDED 31 MARCH 2022***

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The trustees, who are also directors of PramaLife Limited (Charitable Company Limited by Guarantee) for the purpose of company law, are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources including the income and expenditure, of the charitable company for that period.

In preparing these accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of accounts may differ from legislation in other jurisdictions.



## **PRAMALIFE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

### **INDEPENDENT EXAMINER'S REPORT**

#### **TO THE TRUSTEES OF PRAMALIFE LIMITED (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

---

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2022.

#### **Respective responsibilities of trustees and examiner**

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

#### **Basis of independent examiner's report**

My examination was carried out in accordance with the 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 you as 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**

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities.

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

Signed:



Nicholas Fernyhough FCA CTA DChA

For and on behalf of:

Saffery Champness LLP

Chartered Accountants

Midland House

2 Poole Road

Bournemouth BH2 5QY

Date: 16 November 2022

**PRAMALIFE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

**STATEMENT OF FINANCIAL ACTIVITIES  
INCLUDING INCOME AND EXPENDITURE ACCOUNT**

**FOR THE YEAR ENDED 31 MARCH 2022**

	Notes	Unrestricted Funds General	Restricted Funds	Total 2022	Total 2021
<b>Income and Endowments from:</b>		£	£	£	£
Donations and legacies	3	346,112	24,538	370,650	283,840
Charitable activities	4	11,001	-	11,001	-
<b>Total income and endowments</b>		<b>357,113</b>	<b>24,538</b>	<b>381,651</b>	<b>283,840</b>
<b>Expenditure on:</b>					
Raising funds	5	9,882	-	9,882	7,068
Charitable activities	6	213,774	114,845	328,619	271,057
<b>Total expenditure</b>		<b>223,656</b>	<b>114,845</b>	<b>338,501</b>	<b>278,125</b>
<b>Net income / (expenditure) from activities</b>		<b>133,457</b>	<b>(90,307)</b>	<b>43,150</b>	<b>5,715</b>
<b>Net income / (expenditure) before transfers</b>		<b>133,457</b>	<b>(90,307)</b>	<b>43,150</b>	<b>5,715</b>
<b>Transfers between funds</b>		<b>7,174</b>	<b>(7,174)</b>	<b>-</b>	<b>-</b>
<b>Net movement in funds</b>		<b>140,631</b>	<b>(97,481)</b>	<b>43,150</b>	<b>5,715</b>
<b>Fund balances at 1 April</b>		<b>21,680</b>	<b>108,534</b>	<b>130,214</b>	<b>124,499</b>
<b>Fund balances at 31 March</b>		<b>162,311</b>	<b>11,053</b>	<b>173,364</b>	<b>130,214</b>

**PRAMALIFE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

**STATEMENT OF FINANCIAL POSITION**

**AS AT 31 MARCH 2022**

	Notes	£	2022 £	£	2021 £
<b>Fixed Assets</b>					
Property, plant and equipment	13		-		163
			<u>-</u>		<u>163</u>
			-		163
<b>Current assets</b>					
Trade and other receivables	14	<b>35,180</b>		30,491	
Cash at bank and in hand		<b>168,576</b>		190,122	
		<u>203,756</u>		<u>220,613</u>	
<b>Liabilities</b>					
Current liabilities	15	<b>(30,392)</b>		(40,562)	
		<u></u>		<u></u>	
<b>Net current assets</b>			<b>173,364</b>		180,051
			<u>173,364</u>		<u>180,214</u>
<b>Total assets less current liabilities</b>			<b>173,364</b>		180,214
Creditors: amounts falling due after more than 1 yr	16		-		(50,000)
			<u>-</u>		<u>(50,000)</u>
<b>Net Assets</b>			<b>173,364</b>		<b>130,214</b>
			<u>173,364</u>		<u>130,214</u>
<b>Income funds</b>					
Restricted funds	18		<b>11,053</b>		108,534
Unrestricted funds			<b>162,311</b>		21,680
			<u>173,364</u>		<u>130,214</u>

**PRAMALIFE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

**STATEMENT OF FINANCIAL POSITION (CONTINUED)**

***AS AT 31 MARCH 2022***

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The company is entitled to exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2022.

No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these accounts under the requirements of the Companies Act 2006.

The trustees' acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The accounts were approved by the trustees on 5th October 2022

A handwritten signature in black ink, appearing to read 'T Sharp', is written over a horizontal line.

**Mr T Sharp, Chair**

**Company Registration No. 10638675**

# **PRAMALIFE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

## **NOTES TO THE ACCOUNTS**

**FOR THE YEAR ENDED 31 MARCH 2022**

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### **1 Accounting policies**

#### **Company information**

PramaLife Limited is a charitable company limited by guarantee, incorporated in England and Wales.

The registered office is Moran House, 1 Holes Bay Park, Sterte Avenue West, Poole, Dorset BH15 2AA.

#### **1.1 Accounting convention**

These accounts have been prepared in accordance with FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' ('FRS 102'), 'Accounting and Reporting by Charities' the Statement of Recommended Practice for charities applying FRS 102, the Companies Act 2006 and UK Generally Accepted Accounting Practice as it applies from 1 January 2019. The charity is a public benefit entity as defined by FRS 102.

The accounts are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The accounts have been prepared on the historical cost convention, modified to include the revaluation of certain financial instruments at fair value. The principal accounting policies adopted are set out below.

PramaLife meets the definition of a qualifying entity under FRS 102 and has therefore taken advantage of the disclosure exemptions available to it in accordance with paragraph 1.12 of FRS 102. Exemptions have been taken in relation to presentation of a cash flow statement.

#### **1.2 Going concern**

At the time of approving the accounts, the trustees having considered the impact of all risks including Covid-19 have reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. There are no material uncertainties about the charity's ability to continue and thus the trustees continue to adopt the going concern basis of accounting in preparing the accounts.

#### **1.3 Charitable funds**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes.

Designated funds comprise funds which have been set aside at the discretion of the trustees for specific purposes. The purposes and uses of the designated funds are set out in the notes to the accounts.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the accounts.

#### **1.4 Incoming resources**

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that the income will be received.

**PRAMALIFE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE ACCOUNTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2022**

---

**Accounting policies**

**(Continued)**

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known the legacy is treated as a contingent asset.

Gifts in kind and donated facilities are recognised as income, if a value can be reliably measured, at the value to the charity when received. In accordance with the Charities SORP (FRS 102), no amounts are included in the financial statements for services donated by volunteers, including professional services provided directly by volunteers.

Government grants are recognised at the fair value of the asset received or receivable when there is reasonable assurance that the grant conditions will be met and the grants will be received.

- 1.5 Expenditure is recognised on an accruals basis. Expenditure has been allocated according to the Statement of Recommended Practice 'Accounting and Reporting by Charities'.

Resources expended attributable to each of raising of funds and charitable activities are allocated to cost categories for each. Where expenses are attributable to more than one of these, the cost category is split on the basis of estimates by the charity's management. Wages are apportioned based on employees' roles and time spent.

**1.6 Property, plant and equipment**

Property, plant and equipment are initially measured at cost, and subsequently measured at cost, net of depreciation and any impairment losses. Items are capitalised when their individual value is greater than £500.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Leasehold improvements	Over 10 years straight line, or the remaining term of the lease
Café and bar equipment	Over 5 years straight line
Theatre equipment	Over 5 years straight line
Office equipment	Over 3 years straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

**PRAMALIFE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE ACCOUNTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2022**

---

**Accounting policies**

**(Continued)**

**1.7 Impairment of non-current assets**

At each reporting end date the charity reviews the carrying amounts of its tangible and intangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

Recoverable amount is the higher of fair value less costs to sell and value in use. In assessing value in use the estimated future cash flows are discounted to their present value using a pre-tax discount rate that reflects current market assessments of time value of money and the risks specific to the asset for which the estimates of future cash flows have not been adjusted.

**1.8 Cash and cash equivalents**

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

**1.9 Financial instruments**

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments, and Section 12 Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's Statement of Financial Position when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

**Basic financial assets**

Basic financial assets, which include trade and other receivables and cash and bank balances, are measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

**Impairment of financial assets**

Financial assets, other than those held at fair value through income and expenditure, are assessed for indicators of impairment at each reporting end date. Financial assets are impaired where there is objective evidence that, as a result of one or more events that occurred after the initial recognition of the financial asset, the estimated future cash flows have been affected. The impairment loss is recognised in net income/(expenditure) for the year.

**PRAMALIFE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE ACCOUNTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2022**

---

**Accounting policies**

**(Continued)**

**Basic financial liabilities**

Basic financial liabilities, including trade and other payables and bank loans are recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future receipts discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method. Concessionary loans are initially recognised at the amount received. Subsequently the loans are adjusted for any applicable repayments or interest.

**1.10 Employee benefits**

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate employment of an employee or to provide termination benefits.

**1.11 Retirement benefits**

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

**1.12 Leases**

Leases are classified as finance leases whenever the terms of the lease transfer substantially all the risks and rewards of ownership to the lessees. All other leases are classified as operating leases.

Assets held under finance leases are recognised as assets at the lower of the asset's fair value at the date of inception and the present value of the minimum lease payments. The related liability is included in the statement of financial position as a finance lease obligation. Lease payments are treated as consisting of capital and interest elements. The interest is charged to net income/(expenditure) for the year so as to produce a constant periodic rate of interest on the remaining balance of the liability.

Rentals payable under operating leases, including any lease incentives received, are charged to income on a straight line basis over the term of the relevant lease.

**2 Critical accounting estimates and judgements**

In the application of the charity's accounting policies the trustees are required to make judgements, estimates and assumptions about the carrying value of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis.

On 23 June 2021, the trustees of the Prama Foundation considered the extant approach to capitalising assets. It was decided that the existing policy of a limit of £250 below which items are not capitalised should be revised to "Items are capitalised when their individual value is greater than £500". This change has been applied to assets purchased during the 2020/21 year.



**PRAMALIFE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE ACCOUNTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2022**

**3 Donations and legacies**

	Unrestricted Funds	Restricted Funds	<b>2022 Total £</b>	2021 Total £
	£	£	£	£
Donations and gifts	312,612	24,538	<b>337,150</b>	198,491
Legacies	5,000	-	<b>5,000</b>	9,800
Grant from Government	840	-	<b>840</b>	54,680
Grant from parent charity	27,660	-	<b>27,660</b>	20,869
	-----	-----	-----	-----
	346,112	24,538	<b>370,650</b>	283,840
	-----	-----	-----	-----
Year ended 31 March 2021	268,023	15,817		
	-----	-----		

In 2021, of the total income from charitable activities, £268,023 was to unrestricted funds and £15,817 was to restricted funds.

**4 Charitable activities**

	<b>2022 £</b>	2021 £
<b>Community based activities:</b>		
Memory clubs and social groups	<b>5,407</b>	-
Neighbourhood Support Schemes	<b>5,594</b>	-
	-----	-----
	<b>11,001</b>	-
	-----	-----

In 2021, no income from charitable activities was received.

**5 Raising funds**

	<b>2022 £</b>	2021 £
<b>Fundraising and publicity</b>		
Staff costs	9,882	7,068
Other fundraising costs	-	-
	-----	-----
	9,882	7,068
	-----	-----

**PRAMALIFE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE ACCOUNTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2022**

**6 Charitable activities**

	2022	2021
	£	£
<b>Community based activities</b>		
Memory clubs and social groups	75,887	7,128
Neighbourhood Support Schemes	4,755	-
Thematic projects	10,574	3,807
Donations to other organisations	-	3,000
Staff costs	151,695	138,478
	<b>242,911</b>	<b>152,413</b>
Support costs (note 7)	83,321	116,448
Governance costs (note 8)	2,387	2,196
	<b>328,619</b>	<b>271,057</b>
<b>Analysis by fund</b>		
Unrestricted funds - general	213,774	239,444
Restricted funds	114,845	31,613
	<b>328,619</b>	<b>271,057</b>

**7 Support costs**

	2022	2021
	£	£
Staff costs - management and administration	70,307	107,862
Office utilities	2,399	2,400
Insurance	507	555
Computer expenses	4,597	382
Printing, stationery and office expenses	1,903	531
Office equipment leasing	420	584
Telephone	3,807	2,603
Staff and volunteers - other costs	688	991
Miscellaneous expenses	235	65
Other expenses	61	33
Loss on sale of fixed assets	-	-
Amortisation of intangible assets	-	-
Depreciation	163	442
Provision for doubtful debts	(1,766)	-
	<b>83,321</b>	<b>116,448</b>

**PRAMALIFE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE ACCOUNTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2022**

**8 Governance costs**

	<b>2022</b>	2021
	£	£
Independent examiner's fees	<b>1,440</b>	1,470
Bank charges and interest	<b>227</b>	114
Legal and professional	<b>720</b>	612
	<b>2,387</b>	2,196

**9 Trustees**

None of the trustees (or any persons connected with them) received any remuneration or expenses during the current or previous year.

**10 Employees**

**Number of employees**

The average weekly number of employees during the period was:

	<b>2022</b>	<b>2022</b>	2021	2021
	<b>Headcount</b>	<b>Full time equivalent</b>	Headcount	Full time equivalent
Other community activities	<b>10</b>	<b>8</b>	11	6
Management and administration	<b>2</b>	<b>2</b>	2	2
	<b>12</b>	<b>10</b>	13	8

**Employment costs**

	<b>2022</b>	2021
	£	£
Wages and salaries	<b>210,723</b>	231,462
Social security costs	<b>15,765</b>	16,384
Other pension costs	<b>5,395</b>	5,562
	<b>231,883</b>	253,408

The number of employees whose annual remuneration was £60,000 or more was nil.

**PRAMALIFE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE ACCOUNTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2022**

**11 Net income from activities**

	<b>2021</b>	2020
	<b>£</b>	<b>£</b>
Net income from activities is stated after charging:		
Depreciation	<b>163</b>	442
Independent Examiner's fees	<b>1,440</b>	1,470
	<b>-----</b>	<b>-----</b>

**12 Taxation**

The company is exempt from taxation due to its charitable status.

**13 Property, Plant and Equipment**

	Office equipment	<b>Total</b>
	<b>£</b>	<b>£</b>
Cost at 1 April 2021	1,853	<b>1,853</b>
Additions	-	-
Disposals	-	-
	<b>-----</b>	<b>-----</b>
Cost at 31 March 2022	1,853	<b>1,853</b>
	<b>-----</b>	<b>-----</b>
Depreciation at 1 April 2021	1,690	<b>1,690</b>
Charged	163	<b>163</b>
Disposals	-	-
	<b>-----</b>	<b>-----</b>
Depreciation at 31 March 2022	1,853	<b>1,853</b>
	<b>-----</b>	<b>-----</b>
<b>Net book value at 31 March 2022</b>	-	-
	<b>-----</b>	<b>-----</b>
Net book value at 31 March 2021	163	<b>163</b>
	<b>-----</b>	<b>-----</b>

**14 Trade and other receivables**

	<b>2022</b>	2021
	<b>£</b>	<b>£</b>
Amounts falling due within one year		
Trade debtors	-	-
Other receivables	<b>29,252</b>	28,504
Prepayments and accrued income	<b>5,928</b>	333
Amounts owed by group undertakings	-	1,654
	<b>-----</b>	<b>-----</b>
	<b>35,180</b>	30,491
	<b>-----</b>	<b>-----</b>

**PRAMALIFE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE ACCOUNTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2022**

---

**15 Current liabilities**

	<b>2022</b>	2021
	<b>£</b>	£
Trade payables	<b>2,044</b>	4,020
Other payables	<b>4,987</b>	13,708
Amounts owed to group undertakings	<b>23,361</b>	21,784
Provisions	<b>-</b>	1,050
	<b>30,392</b>	40,562

**16 Creditors: amounts falling due after more than one year**

	<b>2022</b>	2021
	<b>£</b>	£
Borrowings (Bounceback Loan)	<b>-</b>	50,000

**17 Pension**

The company operates a defined contribution scheme.

	<b>2022</b>	2021
	<b>£</b>	£
Contributions paid in year	<b>5,395</b>	5,052

**PRAMALIFE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE ACCOUNTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2022**

**18 Analysis of funds**

**2020/21 - Prior Year Comparative**

	Movement in funds				
	Balance at	Income in	Expenditure	Transfers	Balance at
	1.4.2020	year	in year		31.3.2021
	£	£	£	£	£
<b>General Funds</b>					
Unrestricted income fund	(2,213)	268,023	(246,512)	2,382	<b>21,680</b>
<b>Restricted funds</b>					
Home Safely project	2,096	-	(1,446)	-	<b>650</b>
Sporting memories project	1,272	817	(62)	-	<b>2,027</b>
Memory clubs	803	-	(803)	-	<b>-</b>
Magic table fund	1,562	-	(128)	-	<b>1,434</b>
Ferndown conversation	1,033	-	-	(1,033)	<b>-</b>
Carers support groups	441	-	-	(441)	<b>-</b>
Befriending scheme	1,115	-	-	-	<b>1,115</b>
Healthwatch	700	-	-	(700)	<b>-</b>
Sorted in Dorset	732	-	-	-	<b>732</b>
Co-Operative Community Grant	7,156	-	-	-	<b>7,156</b>
PramaLife Development	755	-	-	-	<b>755</b>
Reaching Communities	63,547	-	(19,347)	(208)	<b>43,992</b>
Valentine Trust	-	15,000	(7,402)	-	<b>7,598</b>
Cancer Awareness	2,426	-	(2,426)	-	<b>-</b>
Old Rope Walk Refurbishment	43,075	-	-	-	<b>43,075</b>
	126,713	15,817	(31,614)	(2,382)	<b>108,534</b>
Total funds	124,500	283,840	-278,126	-	<b>130,214</b>

**PRAMALIFE (CHARITABLE COMPANY LIMITED BY GUARANTEE)****NOTES TO THE ACCOUNTS (CONTINUED)****FOR THE YEAR ENDED 31 MARCH 2022****18 Analysis of funds (Continued)****2021/22 - Current Year**

	Movement in funds				
	Balance at 1.4.2021 £	Income in year £	Expenditure in year £	Transfers £	Balance at 31.3.2022 £
<b>General Funds</b>					
Unrestricted income fund	21,680	357,113	(223,656)	7,174	<b>162,311</b>
	-----	-----	-----	-----	-----
<b>Restricted funds</b>					
Home Safely project	650	-	(632)	(18)	-
Sporting memories project	2,027	-	(402)	-	<b>1,625</b>
Magic table fund	1,434	-	(152)	-	<b>1,282</b>
Befriending scheme	1,115	-	(4)	-	<b>1,111</b>
Sorted in Dorset	732	-	-	-	<b>732</b>
Co-Operative Community Grant	7,156	-	-	(7,156)	-
PramaLife Development	755	-	-	-	<b>755</b>
Reaching Communities	43,992	-	(38,444)	-	<b>5,548</b>
Valentine Trust	7,598	15,000	(22,598)	-	-
Old Rope Walk Refurbishment	43,075	9,538	(52,613)	-	-
	-----	-----	-----	-----	-----
	108,534	24,538	(114,845)	(7,174)	<b>11,053</b>
	-----	-----	-----	-----	-----
<b>Total funds</b>	<b>130,214</b>	<b>381,651</b>	<b>(338,501)</b>	<b>-</b>	<b>173,364</b>
	-----	-----	-----	-----	-----

The trustees monitor the level of reserves on a regular basis throughout the year and set a target level appropriate to the charity's current position and future plans through the annual budgeting process and to ensure reserves provide for the long term need for working capital and to provide for short term fluctuations in income from donations and grants. As a result, the trustees consider it prudent to maintain a minimum reserve of £90,000 in this respect.

In March 2022 we received significant grant income from funders for projects to be delivered during the 2022/23 financial year, for example we received £56,025 in respect of projects being delivered in partnership with the NHS. As a result the unrestricted funds held at 31 March 2022 are higher as the Charity SoRP requires income to be recognised when it is received rather than at the time it is utilised to deliver the agreed project.

**Restricted funds**

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes.

The purposes for which the restricted funds are held are as follows:

- a) Home Safely project: This provides specially formatted identity bracelets to people with dementia, if they are unable to find their way home the police can locate their carers.

**PRAMALIFE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE ACCOUNTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2022**

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**18 Analysis of funds (Continued)**

- b) Sporting Memories project: This is for regular activities to support older people who are lonely and/or isolated or have dementia.
- c) Memory clubs: This is funding received for the development of a support group and good practice: "Museum Memories" for people experiencing memory loss.
- d) Magic Table Fund: This is a fund set up for local people to donate to for the purchase and maintenance of a "Magic Table" display unit for people with dementia in the Wimborne area.
- e) Ferndown Conversation: This grant was received to fund a community wide discussion on issues affecting older people and vulnerable people in Ferndown and to implement subsequent activities.
- f) Carer Support Groups: This fund provides ongoing facilitation and support to family members across Dorset who are caring for people with dementia.
- g) Befriending scheme: This project supports lonely older people with volunteers.
- h) Healthwatch: This funds training for people who may be vulnerable to falling and how best to mitigate this.
- i) Sorted in Dorset: This was funding PramaLife raised at the Sorted in Dorset event and will be used to develop the new kitchen at Old Rope Walk, please see also below.
- j) Co-Operative Community Grant: This is a grant from the Co-Op originally awarded to assist us in purchasing a new mini bus. We are no longer purchasing a mini bus and the Co-Op have confirmed that we can use the grant for the purchase of other items.
- k) PramaLife development: This is a general fund for development of PramaLife activities.
- l) Reaching Communities: We were awarded a £100,000 grant by the Big Lottery in 2019, to develop a network of support groups and activities for older people and carers in Bournemouth between 2019/21.
- m) Valentine Trust: A grant to fund PramaLife activities in Poole supporting older people and carers.
- o) Cancer Awareness: A grant from Action Hampshire to promote cancer awareness to older people in the BCP and East Dorset areas, including older people with learning disabilities.
- p) Old Rope Walk Refurbishment: This fund comprises of 4 grants from Awards for All (£9,435), the Morrisons Foundation (£17,000), BCP Council Community Infrastructure Levy (£23,600) and the Rank Foundation (£750). These funds are being invested in renovating the kitchen at Old Rope Walk, Poole a major hub for PramaLife activity, and also IT equipment for the use of all older people.



**PRAMALIFE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE ACCOUNTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2022**

**19 Analysis of net assets between funds**

	Unrestricted funds £	Restricted funds £	Total £
<b>2020/21 - Prior Year Comparative</b>			
Fund balances at 31 March 2021 are represented by:			
Tangible assets	163	-	<b>163</b>
Current assets	112,079	108,534	<b>220,613</b>
Creditors (amounts falling due within one year)	(40,562)	-	<b>(40,562)</b>
Creditors (amounts falling due after one year)	(50,000)		<b>(50,000)</b>
	-----	-----	-----
	21,680	108,534	<b>130,214</b>
	-----	-----	-----
<b>2021/22 - Current Year</b>			
Fund balances at 31 March 2022 are represented by:			
Current assets	192,703	11,053	<b>203,756</b>
Creditors (amounts falling due within one year)	(30,392)	-	<b>(30,392)</b>
Creditors (amounts falling due after one year)	-	-	<b>-</b>
	-----	-----	-----
	162,311	11,053	<b>173,364</b>
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**20 Commitments under operating leases**

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	<b>Office equipment</b>	
	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Within one year	<b>1,198</b>	1,705
Between two and five years	-	276
	-----	-----
	<b>1,198</b>	1,981
	-----	-----
Lease payments recognised as an expense in the accounts	<b>3,504</b>	2,323
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**PRAMALIFE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE ACCOUNTS (CONTINUED)**

***FOR THE YEAR ENDED 31 MARCH 2022***

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**21 Related parties**

**Control**

For the period following its incorporation PramaLife was controlled ultimately by its founding members. On 8th November 2017 the founding members transferred their interest to The Prama Foundation which is now the sole member of PramaLife and whose trustees have the power to appoint and remove the board of directors.

**Transactions**

During the year no related party transactions occurred. Other transactions with the trustees are set out in note 9.

**22 Parent company**

PramaLife Limited is a wholly owned subsidiary of The Prama Foundation, a charity registered in the UK. Charity no. 1174197, Company no. 10778305.

The Prama Foundation is the ultimate parent undertaking of the largest and smallest group of undertakings for which the group accounts are presented, and has included the company in its group accounts, copies of which may be obtained from its registered office at Moran House, 1 Holes Bay Park, Sterte Avenue West, Poole, Dorset BH15 2AA.

The principal purposes of The Prama Foundation are the advancement of physical, mental and spiritual health through the provision of care, facilities, services, support and practical advice, to relieve financial hardship amongst older people and people of any age suffering from a physical or mental illness or disability.