

Report of the Trustees, the examined accounts
for the period 1 September 2020 to 31 August 2021
for Capel Parish Nurses

Contents

Page

1	Index
2	Charity Information
3	Trustee report
4	Independent examiner's report
5	Receipts and Payments

Capel Parish Nurses

For the period 1 September 2020 to 31 August 2021

CHARITY INFORMATION as at 16 September 2021

Charity name and number Capel Parish Nurses, Registered Charity 1173638

Trustees

Mrs Beverley Dowsett (Chair) (appointed 14 March 2020)

Mrs Carole Almond (Secretary) (appointed 30 June 2017)

Mrs Gillian Durrant (Treasurer) (re-appointed 30 June 2021)

Trustee resignations

There were no resignations during this financial year.

Governing Document The charity was formed and registered as a Charitable Independent Organisation on 30 June 2017

Principle Address Capel Methodist Church, The Street, Capel St Mary IP9 2EF

Independent examiner Mr I France
4 Homefield, Capel St Mary IP9 2XE

Report of the trustees of Capel Parish Nurses
for the 1 September 2020 to 31 August 2021

1. Structure, management and governing document

- a. The trustees who held office during the period 30 June 2017 to 31 August 2021 and the governing document are detailed in the charity information on page 2
- a. New trustees are appointed by the existing trustees.
- b. New trustees are inducted by the existing trustee body.

2. Objectives and activities

The main objectives of the charity as set out in the governing document are:

- a. The relief of sickness and the preservation of health, in accordance with a Christian ethos in and around Capel St Mary by the provision of Parish Nurses.

3. Achievements and performance

The main achievements of the charity in the accounting period were limited due to the impact of COVID 19.

- a. From September 2020 our Parish Nurse reduced her hours from 10 per week to 4 per week. This was due to her increased hours of work for the NHS.
- b. The fortnightly meetings of the Dementia Café were discontinued throughout the year. When restrictions permitted the members met for walks in a secure environment at Vauxhall Farm. Contact was also maintained via newsletter, phone contact and the loan of equipment.
- c. The Craft Club aimed at tackling loneliness continued through zoom for most of the year. It was generally held more frequently during the lockdown period. Hope Hub to support those with mental health issues also continued via zoom as did the Journaling Club.
- d. We have still not held a service of recognition for our Parish Mental Health OT due to the pandemic restrictions in our church.
- e. We have continued to serve the community of Capel St Mary by the provision of advocacy support, health education, increasing and maintaining safety and independence within the home although this has been in a non-contact form since the beginning of the pandemic. Telephone and other social media contact has been used, articles have been written in the local news magazine and some socially distanced contact has been maintained.
- f. We have been fortunate to receive a donation from Persimmon Homes for £1000 and a grant from Suffolk Community Foundation for £500. Together with the annual funding of £3000 that we receive from the Golden Sunset Trust and the Coronavirus support funding of £5000, received during the last financial year, from Suffolk Community Foundation we have been able to cover our core costs plus other unplanned costs that have arisen due to adaptations caused by the pandemic. This has enabled us to keep specific funding for the activities which have been on hold.

4. The policy of the trust is to maintain 6 months of expenditure as free reserves.

5. Funds

We intend to apply for further grant funding this year as we seek new ways to work within the community of Capel St Mary in the 'new normal'.

6. Public Benefit Statement

- a. The trustees have considered the Charity Commissions guidance on public benefits. The trustees are satisfied that the reported activities for the year show that a good level of public benefit is being delivered.

Signed on behalf of the trustees

C. A. Durrant

Date 16 - 9 - 2021

Independent Examiner's report to the trustees of Capel Parish Nurses

I report on the accounts for the 1 September 2020 to 31 August 2021

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 period 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 the Independent Examiners 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 statements below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(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.

Signed J. J. France Date 18th October 2021.

Mr J I F France, 4 Homefield, Capel St Mary, Ipswich IP9 2XE

Capel Parish Nurses

Receipts and Payments account

For the year ended 31 August 2021

	year to 31 August 2021		year to 31 August 2020	
	£	£	£	£
Receipts				
Private Donations		508.25		480.00
Group Donations		0.00		0.00
Donations - Craft Club		105.00		245.00
Donations - Dementia Café		0.00		50.00
Gift Aid		140.04		102.81
Grants: Capel Methodist Church		0.00		5,000.00
Grants: Golden Sunset Trust		3,000.00		2,250.00
Grants: Suffolk Community Foundation - Suffolk Giving Fund		500.00		3,500.00
Grants: Suffolk Community Foundation - Coronavirus Community Fund		0.00		5,000.00
HMRC Furlough Grant		0.00		403.00
HMRC Tax Refund		0.00		817.60
Grants: Persimmon Homes		1,000.00		
Total Receipts		<u>5,253.29</u>		<u>17848.41</u>
Payments				
Salary	4,960.55		9952.51	
Employers Pension Contribution	121.00		221.65	
Equipment	166.32		37.12	
Admin	46.99		250.57	
Travel Expenses	67.05		0.00	
Training	0.00		689.46	
PNUK - Membership	595.00		595.00	
Insurance	622.38		622.38	
Library Hire (Dementia Café)	0.00		225.00	
Dementia Café Expenses	117.36		7.15	
Craft Club Expenses	1,502.00		1296.00	
Gift Aid Overpayment	62.50			
Total Expenses	<u>8,261.15</u>	<u>8,261.15</u>	<u>13,896.84</u>	<u>15932.74</u>
Net of receipts/(payments)		-3,007.86		3951.57
Cash funds from previous year		11,609.41		7657.84
Cash funds this year end		<u>8,601.55</u>		<u>11609.41</u>