

Report of the Trustees, the examined accounts  
for the period 1 September 2023 to 31 August 2024  
for Capel Parish Nurses

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## Capel Parish Nurses

For the period 1 September 2023 to 31 August 2024

CHARITY INFORMATION as at 31 August 2024

Charity name and number                      Capel Parish Nurses, Registered Charity 1173638

### Trustees

Mr Andrew Vellacott (Trustee) (appointed 1 September 2022)

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

Mrs Jan Cavanah (Minutes Secretary) (appointed 10 May 2024)

### Trustee resignations

Mrs Carole Almond (Chair and Secretary) (resigned 27 February 2024)

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 2023 to 31 August 2024

1. Structure, management and governing document

- a. The trustees who held office during the period 30 June 2017 to 31 August 2024 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 appointing a Registered Nurse to replace the retired Parish OT and work alongside our existing Nurse. We also received a substantial Grant from the Pargiter Trust to support our work with the over 65's.

We have been pleased to appoint a Line Manager for the Parish Nurses meaning we are now fully compliant with the requirements of Parish Nursing Ministries UK.

- a. The fortnightly meetings of the Dementia Café have continued to grow in attendance.
- b. The clinics held at our local supported living complex also continue to be well attended.
- c. The Craft Club aimed at tackling loneliness has met less frequently but is well supported.
- d. A second Kintsugi Hope 10-week course was held. It is hoped to continue running these periodically.
- e. Unfortunately our newly appointed Nurse resigned after a year in position and we are currently advertising this post again.

4. The policy of the trust is to maintain 6 months of expenditure as free reserves. We have this at present.

5. Funds

We have been fortunate in that our supporters Golden Sunset Trust have doubled their support for which we are very grateful. We have also received some smaller donations which have helped to improve our financial position.

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

GADunant

Date 21/10/24

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

I report on the accounts for the 1 September 2022 to 31 August 2023

### **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. F. France Date 11th October 2024

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 2024**

|                                         | year to 31 August 2024 | year to 31 August 2023 |
|-----------------------------------------|------------------------|------------------------|
|                                         |                        | £                      |
|                                         |                        | £                      |
| <b>Receipts</b>                         |                        |                        |
| IONIS refund                            | 1.40                   |                        |
| Private Donations                       | 1,200.00               | 310.00                 |
| Group Donations                         | 80.00                  | 38.96                  |
| Donations - Craft Club                  | 75.00                  | 45.00                  |
| Donations - Dementia Café               | 866.16                 | 177.60                 |
| Gift Aid                                | 75.73                  | 82.08                  |
| Grants: Golden Sunset Trust             | 6,000.00               | 3,000.00               |
| Suffolk Community Foundation - Pargiter | 4,997.00               | 0.00                   |
| Grants: Parish Council                  | 1,000.00               | 1,000.00               |
| Donations - Kintsugi                    | 50.00                  |                        |
| Total Receipts                          | <u>14,345.29</u>       | <u>4,653.64</u>        |
| <b>Payments</b>                         |                        |                        |
| Salary                                  | 6,285.10               | 5,423.30               |
| Employers Pension Contribution          | 106.32                 | 104.74                 |
| Equipment                               | 413.10                 | 0.00                   |
| Admin                                   | 195.22                 | 462.76                 |
| Travel Expenses                         | 0.00                   | 0.00                   |
| Training                                | 0.00                   | 542.00                 |
| PNMUK - Membership                      | 595.00                 | 595.00                 |
| Insurance                               | 711.66                 | 754.19                 |
| Library Hire (Dementia Café)            | 659.00                 | 660.00                 |
| Dementia Café Expenses                  | 168.22                 | 89.16                  |
| Craft Club Expenses                     | 294.00                 | 308.00                 |
| Kintsugi Hope Expenses                  | 199.93                 | 181.00                 |
| Total Expenses                          | <u>9,627.55</u>        | <u>9,120.15</u>        |
| Net of receipts/(payments)              | 4,717.74               | -4,466.51              |
| Cash funds from previous year           | 3,770.68               | 8,237.19               |
| Cash funds this year end                | <u>8,488.42</u>        | <u>3,770.68</u>        |