

TIME TO TALK BEFRIENDING

England & Wales · Charity number 1186555

Details

Status Registered

Legal form CIO

Registered 2019-11-25

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

Contact

Address Citycoast Centre
North Street
Portslade
Brighton
BN41 1DG

Phone 01273737710

Email info@tttb.org.uk

Website www.tttb.org.uk

Activities

Objects: THE OBJECTS OF THE CHARITY SHALL BE:Ò TO RELIEVE LONELINESS AND SOCIAL ISOLATION FOR THE PUBLIC BENEFIT BY PROMOTING WELL-BEING AND RELIEVING THE NEEDS OF THOSE PEOPLE WHO ARE LONELY OR ISOLATED THROUGH THE PROVISION OF GOODS AND SERVICES OF ANY KIND IN SUCH PARTS OF THE UNITED KINGDOM OR THE WORLD AS THE TRUSTEES FROM TIME TO TIME MAY THINK FIT;Ò TO PROMOTE PHYSICAL AND MENTAL WELL-BEING FOR THE PUBLIC BENEFIT THROUGH THE PROVISION OF PASTORAL CARE, SPIRITUAL SUPPORT AND CHAPLAINCY SERVICES OF ANY KIND IN SUCH PARTS OF THE UNITED KINGDOM OR THE WORLD AS THE TRUSTEES FROM TIME TO TIME THINK FIT;Ò TO ADVANCE EDUCATION AND TRAINING OF ANY KIND IN SUCH WAYS AND IN SUCH PARTS OF THE UNITED KINGDOM OR THE WORLD AS THE TRUSTEES FROM TIME TO TIME MAY THINK FIT; ANDÒ TO FULFIL SUCH OTHER PURPOSES WHICH ARE EXCLUSIVELY CHARITABLE ACCORDING TO THE LAW OF ENGLAND AND WALES AND ARE CONNECTED TO THE CHARITABLE WORK OF THE CIO AS THE TRUSTEES FROM TIME TO TIME SHALL DETERMINE.NOTHING

Activities: We overcome loneliness experienced by older people through befriending. We provide one to one befriending, group befriending, events, seasonal outreach and social prescribing in Brighton and Hove, Adur and Worthing in Sussex.

Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** Education/training, Disability, The Prevention Or Relief Of Poverty, Religious Activities, Other Charitable Purposes
- **Who:** Elderly/old People

Geography

- Brighton And Hove
- East Sussex
- West Sussex

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£448,007	£376,594	-	-
2023-12-31	£325,822	£319,074	-	-
2022-12-31	£280,183	£295,803	-	-
2021-12-31	£282,063	£253,266	-	-
2020-12-31	£242,511	£217,381	-	-

Trustees

Name	Role	Appointed
NEIL HILTON	Chair	2018-06-19
Amy Chima		2023-10-12
DAVID STANDING		2022-11-10
Gerhard Schulz		2020-10-15
Jacqueline Mason		2024-02-01

TIME TO TALK BEFRIENDING

England & Wales - Charity number 1186555

Accounts

Annual Report and Financial Statements
for the Year Ended 31 December 2024

Time To Talk Befriending

Charity registration number: 1186555

TIME TO TALK BEFRIENDING

CONTENTS

Reference and Administrative Details	1
Trustees' Report	2 to 13
Independent Examiner's Report	14
Statement of Financial Activities	15
Balance Sheet	16
Notes to the Financial Statements	17 to 27

TIME TO TALK BEFRIENDING

REFERENCE AND ADMINISTRATIVE DETAILS

Trustees	Neil Hilton Claire Godley Gerhard Schulz David Standing Amy Chima Jacqueline Mason (appointed 1 February 2024)
Charity Registration Number	1186555
Principal Office	Citycoast Centre North Street Portslade Brighton BN41 1DG
Independent Examiner	K Gomes FCIE Independent Examiners Ltd 2 Broadbridge Business Centre Delling Lane Bosham Chichester West Sussex PO18 8NF
Bankers	HSBC 153 North Street Brighton East Sussex BN1 1SW

TIME TO TALK BEFRIENDING

TRUSTEES' REPORT

The trustees present the annual report together with the financial statements of the Charity for the year ended 31 December 2024.

Structure, governance and management

Nature of governing document

Time to Talk Befriending is a registered Charitable Incorporated Organisation (CIO), constitution dated 25 November 2019.

Recruitment and appointment of trustees

The management of the Charity is the responsibility of the trustees who are elected and co-opted under the terms of the constitution.

Risk management

The trustees have assessed the major risks to which the Charity is exposed, in particular those related to the operations and finances of the Charity, and are satisfied that systems and procedures are in place to mitigate exposure to the major risks.

Objectives and activities

Objects and aims

The objects of the CIO are:

- to relieve loneliness and social isolation for the public benefit by promoting wellbeing and relieving the needs of those people who are lonely or isolated through the provision of goods and services of any kind in such parts of the United Kingdom or the world as the Trustees from time to time may think fit;
- to promote physical and mental wellbeing for the public benefit through the provision of pastoral care, spiritual support and chaplaincy services of any kind in such parts of the United Kingdom or the world as the Trustees from time to time think fit;
- to advance education and training of any kind in such ways and in such parts of the United Kingdom or the world as the Trustees from time to time may think fit; and
- to fulfil such other purposes which are exclusively charitable according to the law of England and Wales and are connected to the charitable work of the CIO as the Trustees from time to time shall determine.

Public benefit

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

TIME TO TALK BEFRIENDING

TRUSTEES' REPORT (CONTINUED)

Achievements and performance

Objectives

As a charity specialising in supporting the older generation our objectives are to create a connected and compassionate community where no older person feels isolated or forgotten. We believe that everyone should have the opportunity to be heard, valued and supported in their later years. Throughout Brighton, Hove, Adur and Worthing, our goal is to create a supportive community where older people feel a sense of belonging, purpose and joy.

2024 is our tenth anniversary year. During this time, we have made a meaningful impact on the lives of over 2,500 older people through our befriending and chaplaincy services and have supported more than 5,000 older individuals in accessing vital services, activities, and support. At the heart of our community, 2,000 volunteers of all ages and over 800 sixth formers have generously given their time.

Referrals and Assessments

During 2024 we supported 627 older people, including 242 new referrals who either joined us as scheme members, or were signposted or referred to more appropriate services. The main reason for onward referrals is because the person being referred already has a social network in place, such as family members visiting regularly, or they are too complex for befriending due to advanced dementia.

The majority of the 242 new referrals came from health and social care professionals such as GPs, social prescribers, hospital discharge teams, mental health teams, occupational therapists, physiotherapists, social workers and other charities and organisations.

We continue to receive positive feedback from our referrers, such as the following from a Community Link Worker within the NHS urgent care response team:

"I would like to thank Time to Talk Befriending for providing such a valuable and much needed service. You are much valued by teams such as mine. We are beyond grateful".

Scheme Member Demographics

The trend has continued that staff are spending increasing amounts of time on signposting, referral services and advocacy which go beyond the traditional befriending model. This is now the "new normal", due in part to the increased cost of living and a deterioration in health and confidence of older people who have sadly, never recovered from the effects of the pandemic.

The demographics of our scheme members are:

- Average age of 83.
- 89% are living with long term health conditions.

TIME TO TALK BEFRIENDING

TRUSTEES' REPORT (CONTINUED)

- 15% report at the point of referral that they are living with early-stage dementia at home. This figure is for scheme members who have received a diagnosis. This figure is likely to be an underrepresentation due to delays in receiving memory assessments.
- 86% live alone.
- 74% are older women.
- Minimal local family or friendship networks are in place; our befriending volunteer is usually their only regular social visitor.
- Most of our scheme members are not online; we respect and respond to their digital choices.

Volunteers

Our volunteers are the heart of our charity, we simply could not overcome loneliness without them. In November 2024 we received the wonderful news that TTTB has been awarded the prestigious King's Award for Voluntary Service, in recognition of the outstanding work of our volunteers.

As of 31 December 2024 we had 299 volunteers. There is no fixed profile for our volunteers who are drawn from a range of diverse backgrounds and experiences, with an average age of 49.

The induction process for all volunteers includes integral safeguarding and boundaries training, DBS checks, reference checks and interviews. We also provide additional training and resources which enable us to provide enhanced befriending for older people who are living with dementia and/or facing end of life situations.

We could not overcome loneliness without our volunteers, and so we celebrated with two special events 2024 to ensure they know just how appreciated they are. These events also provide opportunities for social connections and peer support.

"I just wanted to say that I have volunteered at a number of charities and I have never been made to feel so appreciated that I do with you, it's amazing how much you support us volunteers and I love being a part of the community."

"This was my first in-person event and it was just wonderful...You are all amazing at what you do, including organising such great events. Seeing the profound effect of the work you do in the videos you showed and the experiences each of you shared was inspiring and certainly made me feel proud of my contribution to that."

In reviews carried out in 2024:

92% of volunteers agree or strongly agree that they have received all the training and support they need to carry out their role.

98% of volunteers were satisfied or very satisfied that they have been matched with the right person.

97% of volunteers agree/strongly agree that volunteering is a mutually beneficial experience.

TIME TO TALK BEFRIENDING

TRUSTEES' REPORT (CONTINUED)

Volunteers often stress to us that they gain as much from the relationship as the older person they are befriending. There are plenty of wellbeing benefits to be gained through opportunities for social connection, activity, learning and giving back to others:

"It is my pleasure to be part of TTTB. The skills and knowledge I've gained as a volunteer through this organization has been invaluable."

"Lovely to have a friend from a whole different generation. She has given me some wonderful advice."

"It's hard to imagine it could be any better really. Knowing that the support is there if you need it along with the reviews allows you to carry out your befriending with confidence."

Services

One-to-One Befriending

At the end of 2024 we were supporting 391 one-to-one befriending matches, 126 of which were new matches. We supported 156 match ends, usually due to a change in circumstances, such as a scheme member becoming too complex for befriending or moving into full time care.

To build the foundations for a successful, long-term befriending experience we take the time to carefully match our scheme members and volunteers, taking into consideration interests, likes, and dislikes. Whilst this is a more labour-intensive way of doing things, it pays dividends:

*"We get on very well, it was the best thing you could ever had done for me. She's a lovely lady. We are the best of friends now. With her being so local, she walks down to see me. It was a wonderful thing you did there, a very good two-way exchange".
(scheme member)*

During 2024, 98% of our scheme members told us that they very satisfied/satisfied with their befriending match.

During 2024 we asked 138 of our scheme members if befriending helped to overcome their feelings of loneliness. Most of our scheme members experience extreme loneliness as they live alone with little or no social connections/family. Their feelings of loneliness are compounded by complex, long-term health issues, which may also make it difficult to leave home. Whilst our befriending services can alleviate loneliness, feelings of loneliness may still persist. With this in mind, we were gratified that 91% of our scheme members reported that befriending helped them to overcome their loneliness.

"She's still having a very positive affect on me, even after 4 years, she is a ray of sunshine."

"She charges my batteries when she comes, and I keep going for another week."

"I'm very grateful for TTTB - without them Tony wouldn't have been here, family visit but they're not local. Without Tony I wouldn't see anyone bar the carer."

TIME TO TALK BEFRIENDING

TRUSTEES' REPORT (CONTINUED)

For additional case studies about how our service improves the wellbeing of older people and overcomes loneliness please visit our website www.tttb.org.uk/videos.

Enhanced Befriending

During 2024 we supported 99 older people with enhanced befriending for people living with mild-moderate dementia and/or facing end of life. This enhanced support included the following training and workshops for volunteers, also opened up to NHS workers and other charities:

- Alzheimer's Society Dementia Friends sessions delivered by a Time to Talk Befriending Volunteer and Friend of the Charity.
- Learning from Living with Dementia delivered by Friend of the Charity, OT and Consultant, Fran Hamilton.
- Enjoying Everyday Connections with People Living with Dementia delivered by Fran Hamilton.
- Bereavement and Loss: workshop delivered by Friend of the Charity and Psychotherapist, Peter Wells.

Befriending Plus

During 2024 we continued with Befriending Plus, providing increased staff intervention for new referrals who are assessed as being suitable for befriending once additional help is in place.

Originally set up as a pilot scheme in 2023, our research report published in 2024 has demonstrated the need for this service for a particularly vulnerable cohort of older people, who are experiencing challenges such as grief due to a recent bereavement, at the point of referral. We help with additional support and interventions which result in older people being able to benefit from long term befriending.

Our pilot study has also raised awareness as to what constitutes "too complex for befriending", for example untreated mental health conditions, significant alcohol misuse or a history of violence. We have fed this information back to the Brighton & Hove Ageing Well partnership, so that there is a better understanding of complexity, and gaps in provision for older people who have complex needs.

Group Befriending

During 2024 we held five group befriending events a month at various locations across Brighton, Hove, Adur and Worthing. These events provide our scheme members with opportunities for social connections and are open to all, including those who are virtually housebound.

We provide support to make sure that our older members have confidence leaving home safely and provide free transport to enable this to happen. Our events are all dementia inclusive and, as with all our services, there is no charge. In 2024, 193 older people attended our group events which are supported by 56 volunteers.

TIME TO TALK BEFRIENDING

TRUSTEES' REPORT (CONTINUED)

To mark our 10-year anniversary, in March we held a special event for our scheme members and supporters, which was a huge success full of joy and positivity. In total, 150 people attended, and we had some lovely comments:

"You are by far the best group I have had the pleasure of knowing. You are so efficient, do everything beautifully and make us feel very special".

"You and your grand team are the best for us old ones! You are there for us when we need you. You're so kind and considerate."

During the event a keynote speech was delivered by Sheridan Voysey, from BBC Radio 2's Pause for Thought. In September 2023 Sheridan featured the work of our charity on Zoe Ball's Breakfast Show during Pause for Thought, where he spoke about the power of simple human connections, and the role of TTTB in making sure older people feel seen and heard.

We held another special event in October at our Coffee Companions tea-party to celebrate the successful outcome of a National Lottery Reaching Communities bid. This grant will continue to support our befriending activities in Worthing & Adur over the next three years. We were delighted to welcome the High Sheriff of West Sussex, the Mayor and a representative from the National Lottery to the event, which helped to make the celebration even more special.

Intergenerational Projects

In 2024 our intergenerational project consisted of over 450 handmade cards created by Brighton and Hove Prep School at Easter and Hove Park School at Christmas. We also worked with Aldrington Primary School on our Ageing Journey Project detailed below.

Ageing Journey Project

The project has ambitious aims: by learning from the lived experience of older people about their ageing journey we hope to:

- Build connections across the generations.
- Change perceptions of ageing.
- Minimise the risk of loneliness as people age.
- Build resilience in younger people as they age.

During 2024 we collaborated with Aldrington Primary School in Brighton and Hove, to survey 176 children aged between 8 – 11 to investigate how school-aged children perceive older generations. The results can be found in our report "Perception of Ageing in Young People" on our website: <https://www.tttb.org.uk/resources>.

The next stage of the project will be to utilise findings from the report to develop targeted strategies that reach young people with more diverse and positive portrayals of older generations.

TIME TO TALK BEFRIENDING

TRUSTEES' REPORT (CONTINUED)

Signposting

Most of our scheme members do not have family support. Many are not online. This means they do not know what other social activities, practical help and health support is available to them. The signposting we provide is an on-going journey that starts when an older person is referred to our service. On referral, we undertake an assessment, asking a range of in-depth questions which often unlock other needs that have not been identified elsewhere. We undertake similar assessments during regular individual reviews to identify any change in needs.

We made 199 signposts/onward referrals in 2024 to local and national organisations including day centres, activity groups, dementia groups, wellbeing services, and garden projects. As the needs of older people become more complex, our information, signposting and re-referral support also includes helping them access health and social care, financial support and therapeutic support, for example bereavement counselling, money advice, nutrition support and care provision.

This figure is lower than in previous years because social prescribing is now more established, meaning many older people are already supported to access additional services before they are referred to us. In addition, we are managing an increased demand for time-intensive front-line support with a focus on quality over quantity. This can be evidenced further within the 'Wellbeing Checks' section.

Reviews

Thank you to our five volunteer reviewers, who are retired social workers or professionals from a related field. They give their time to undertake individual reviews with scheme members and volunteers, and in 2024 carried out 420 reviews which are an invaluable tool to measure feedback, impact, and outcomes. Along with our befriending volunteers (who are often the only social visitors our scheme members receive), our volunteer reviewers also play a crucial role in reporting any wellbeing concerns to staff.

Wellbeing Checks

We monitor all volunteer concerns which come into the office. During 2024:

59 volunteer concerns were identified and followed up by the team. Themes include concerns about a decline in physical health, low mood, and not being able to get hold of a scheme member or scheme member not answering when the volunteer visits at a pre-arranged time.

The team have an active process in place for following up concerns which include referring our scheme members to their GP and calling the next of kin (if they have one), care agency and/or hospital to find out what has happened to them.

Our team keep volunteers updated along the way and offer reassurance, training and resources as required.

TIME TO TALK BEFRIENDING

TRUSTEES' REPORT (CONTINUED)

Newsletters, Cards and Outreach

We produce three newsletters a year, which include contributions from volunteers and scheme members, such as short stories and reminiscences, as well as details of services that older people can access, such as money advice, mental health support and social events.

Due to the majority of our scheme members being offline, a hard copy is sent by post. 1150 copies were posted in 2024. Whilst this is a costly and time-consuming process, we know from feedback that it is worthwhile:

"I appreciate the newsletter because there are news items and short stories, often the memories of a member. It is so inclusive and informative, and I love the format."

Birthday cards to scheme members and volunteers also continue to be valued and appreciated. On average we send 750 handwritten cards per year. We regularly receive thank you calls and cards advising of the positive impact of these cards.

Other regular communication includes Christmas cards, get well soon cards, condolence cards and thank you cards to those who contribute towards our work with, for example, articles for our newsletters.

To mark our tenth anniversary in March 2024 we sent 378 celebration boxes to our scheme members, many of whom are housebound, and were not able to attend our party. The boxes contained two Bird & Blend tea bags, a rosemary and cheese biscuit, a chocolate cookie, a greetings card, a party blower (cardboard), and a copy of our newsletter.

"Thank you for the fun parcel you sent. I was grateful. The blower was great fun and took me back to being young again. It was a lovely thought and made me laugh. Thank you so much for all you do."

"I'm very grateful. I can't go out as I have terrible PTSD. To get something like this is really nice."

Anna Chaplaincy

Our Anna Chaplaincy services were developed when our assessment process highlighted the importance of faith to some older people, who sadly could no longer access their places of worship, such as Churches, Mosques and Synagogues.

For many of our scheme members, attending or serving in Church as elders and volunteers was a large part of their identity and gave them great purpose and meaning. Losing this connection because of failing health or caring commitments can be upsetting and challenging, especially when the Church lacks the capacity to stay in touch. Our affiliation with the national network Anna Chaplaincy enables us to provide spiritual care to our scheme members, predominantly through:

- One to one matches with trained chaplaincy befrienders.
- Monthly Church service at a local Council housing scheme.
- Access to places of worship and faith groups.
- Resources and large print Bibles.

TIME TO TALK BEFRIENDING

TRUSTEES' REPORT (CONTINUED)

We are linked with Brighton and Hove Faith in Action, a multi-faith charity, bringing together people from across the city who find common ground in wanting to help those who are vulnerable.

One of our commissioned Anna Chaplains continues to provide a listening ear service for scheme members who are experiencing bereavement, a low mood or who have received upsetting and difficult news, such as a health diagnosis. As a front-line response, effective referral pathways are used to enable our members to access more specialist support as required.

Because of the demographic of the people we support, death, dying and bereavement is a reality. Over the years we have gained experience through our chaplaincy service of coming alongside people leading up to and during death. In 2024 there were 41 deaths within our membership. Our in-house Chaplain provided support to volunteers who wanted to talk about their experience, and we provided training on bereavement and loss. We also sent out condolence cards, led and attended funerals and supported family and other scheme members during a time of grief.

Preparing to Say Goodbye

Our **'Preparing to Say Goodbye' end of life conversations guided conversation toolkit** has been described as *'the best one I have seen of its kind'* (Trustee, Martlets Hospice). Over the past five years we have developed our training and resources to accompany the toolkit based on our experiences of journeying alongside older people at the end of life and including during their death.

Preparing to Say Goodbye is commissioned by Public Health locally and by the Anna Chaplaincy network nationally.

Attendees at the end-of-life training and workshops include commissioners, paramedics, palliative care nurses, social workers, chaplains, hospital discharge teams, charity workers from diverse communities and authorities.

In response to the positive feedback about our Preparing to Say Goodbye training we were commissioned to work alongside Brighton and Hove Council to develop and deliver 'Spiritual and Cultural Needs in Adult Social Care' training. The training was successfully piloted in 2024.

Research Reports

In addition to the 'Ageing Journey' intergenerational research, in October 2024 we published "NHS Health Inequalities", funded by NHS Sussex as part of the Health Inequalities Small Grants Programme. 60 of our scheme members took part in in-depth interviews giving voice to marginalised older people, the majority with multiple health conditions, enabling them to provide insights into their experiences of accessing NHS health care. This included issues of dignity and respect and barriers they face when interacting with health care providers.

The report which can be accessed via our website has been well received by the NHS and will be published on the NHS Insight Bank.

TIME TO TALK BEFRIENDING

TRUSTEES' REPORT (CONTINUED)

Public Health Campaigns or National Reach

Whilst our work is focussed on local communities of Brighton and Hove, Adur and Worthing in Sussex, our best practice resources, research, and expertise enables us to contribute towards local and national agendas and policy. This includes the Adult Social Care Strategy in Adur and Worthing, the Government's Loneliness Action Plan and the UK Commission on Bereavement.

We are often asked by Befriending Networks, Anna Chaplaincy, and the Campaign to End Loneliness to give keynote speeches, run workshops and contribute towards panels and events, as experts in loneliness, older people, volunteering and monitoring and evaluation.

In November 2023 our CEO, Emily Kenward, was appointed Chair of UK Befriending Networks which supports over 350 organisations across the UK. Emily was also appointed Health and Wellbeing Rep for the voluntary sector in Adur and Worthing, following election via our local CVS in July 2022.

Financial review

Income for the year was £448,007 (2023: £325,822) and expenditure £376,594 (2023: 319,074), resulting in a surplus of £71,413. Unrestricted funds were £134,406 at the year end. Restricted income includes grants received in advance of project work to be completed in 2025 and are included in the restricted funds carried forward of £53,023.

Funding

We are truly grateful to all our funders for their support. Funding enables us to deliver our excellence accredited and relationship centred services, all of which are free of charge to all the people we support.

The majority of our funds come from Trusts and Foundations. We have existing positive relationships with repeat funders and are especially keen to connect with funders that we can build a long-term relationship with.

We have also been successful in diversifying our income, securing statutory longer-term contracts from Brighton and Hove Council as sub-contractors. Ageing Well Brighton and Hove is a Public Health Commission led by the Lead Provider Impact Initiatives. We are proud members of the commission where we are funded to provide befriending for older people and to provide enhanced befriending for people who are living with dementia.

The Big Lottery continue to fund our work in Adur and Worthing.

Anna Chaplaincy is separate to our core befriending work and fundraised for separately.

Donations include regular givers, fundraising activities e.g. running and triathlons, corporate fundraising and one-off payments including from volunteers for DBS checks.

We were fortunate once again to have the corporate support from Killick & Co, who, for the fourth year running, made us the beneficiaries of a carol concert at Middle Temple Hall, which raised £16,272 in December 2024.

TIME TO TALK BEFRIENDING

TRUSTEES' REPORT (CONTINUED)

Policy on reserves

The reserves policy is to hold four months of running expenses in reserves, amounting to £120k in the current year. Unrestricted free reserves at the year end were £134k.

The strategy, reviewed by the trustees each year, is that:

- 1) Reserves be maintained at a level which ensures that the Time to Talk Befriending's core activity could continue during a period of unforeseen difficulty.
- 2) A proportion of reserves be maintained in an easily accessible form.
- 3) The calculation of the required level of reserves continues to be an integral part of the organisation's annual planning, budget and forecast cycle.
- 4) Consideration regarding risks associated with each stream of income and expenditure being different from that budgeted, planned activity level, and the Time to Talk Befriending's commitments to its stakeholders. It also reflects as far as possible the current economic climate and trends.

Going concern

After making appropriate enquiries, the trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements.

TIME TO TALK BEFRIENDING

TRUSTEES' REPORT (CONTINUED)

Statement of Responsibilities

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The law applicable to charities requires the trustees to prepare financial statements 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 of the Charity for that period. In preparing these financial statements, 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;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

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 financial statements comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008, and the provisions of the constitution. The trustees 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 annual report was approved by the trustees of the Charity on 24 July 2025 and signed on its behalf by:

.....
Neil Hilton
Trustee

TIME TO TALK BEFRIENDING

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF TIME TO TALK BEFRIENDING

I report to the trustees on my examination of the accounts of Time To Talk Befriending for the year ended 31 December 2024.

Responsibilities and basis of report

As the Charity trustees of Time To Talk Befriending you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Time To Talk Befriending's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

Since Time To Talk Befriending'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 the Association of Independent Examiners, which is one of the listed bodies.

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

1. accounting records were not kept in respect of Time To Talk Befriending as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

.....
K Gomes FCIE
Independent Examiners Ltd
2 Broadbridge Business Centre
Delling Lane
Bosham
Chichester
West Sussex
PO18 8NF

24 July 2025

TIME TO TALK BEFRIENDING

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2024

	Note	Unrestricted funds £	Restricted funds £	Total 2024 £	Total 2023 £
Income and Endowments from:					
Donations and legacies	2	219,939	227,137	447,076	323,832
Charitable activities	3	<u>931</u>	<u>-</u>	<u>931</u>	<u>1,990</u>
Total income		<u>220,870</u>	<u>227,137</u>	<u>448,007</u>	<u>325,822</u>
Expenditure on:					
Raising funds	4	29,890	12,669	42,559	28,469
Charitable activities	5	<u>122,913</u>	<u>211,122</u>	<u>334,035</u>	<u>290,605</u>
Total expenditure		<u>152,803</u>	<u>223,791</u>	<u>376,594</u>	<u>319,074</u>
Net income		<u>68,067</u>	<u>3,346</u>	<u>71,413</u>	<u>6,748</u>
Net movement in funds		68,067	3,346	71,413	6,748
Reconciliation of funds					
Total funds brought forward		<u>66,339</u>	<u>49,677</u>	<u>116,016</u>	<u>109,268</u>
Total funds carried forward	11	<u><u>134,406</u></u>	<u><u>53,023</u></u>	<u><u>187,429</u></u>	<u><u>116,016</u></u>

The notes on pages 17 to 27 form an integral part of these financial statements.

TIME TO TALK BEFRIENDING

BALANCE SHEET AS AT 31 DECEMBER 2024

	Note	2024 £	2023 £
Current assets			
Debtors	8	3,030	15,803
Cash at bank and in hand		<u>191,648</u>	<u>114,559</u>
		194,678	130,362
Creditors: Amounts falling due within one year	9	<u>(7,249)</u>	<u>(14,346)</u>
Net assets		<u>187,429</u>	<u>116,016</u>
Funds of the Charity:			
Restricted income funds			
Restricted funds		53,023	49,677
Unrestricted income funds			
Unrestricted funds		<u>134,406</u>	<u>66,339</u>
Total funds	11	<u>187,429</u>	<u>116,016</u>

The financial statements on pages 15 to 27 were approved by the trustees, and authorised for issue on 24 July 2025 and signed on their behalf by:

.....
Neil Hilton
Trustee

TIME TO TALK BEFRIENDING

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2024

1 Accounting policies

Statement of compliance

The financial statements have been prepared in accordance with the second edition of the Charities Statement of Recommended Practice issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

Basis of preparation

Time To Talk Befriending meets the definition of a public benefit entity under FRS 102. The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

Going concern

The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the Charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

Grants receivable

Grants are recognised when the Charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

TIME TO TALK BEFRIENDING

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2024 (CONTINUED)

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable activities

Charitable expenditure comprises those costs incurred by the Charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Taxation

The Charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the Charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

TIME TO TALK BEFRIENDING

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2024 (CONTINUED)

Liabilities

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Pensions and other post retirement obligations

The Charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the Charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the Charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

TIME TO TALK BEFRIENDING

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2024 (CONTINUED)

2 Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total 2024 £	Total 2023 £
Donations and legacies;				
Donations	30,669	410	31,079	11,536
Grants, including capital grants;				
Grants	<u>189,270</u>	<u>226,727</u>	<u>415,997</u>	<u>312,296</u>
	<u>219,939</u>	<u>227,137</u>	<u>447,076</u>	<u>323,832</u>

3 Income from charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2024 £	Total 2023 £
Personal contributions	25	-	25	681
Service income	<u>906</u>	<u>-</u>	<u>906</u>	<u>1,309</u>
	<u>931</u>	<u>-</u>	<u>931</u>	<u>1,990</u>

4 Expenditure on raising funds

a) Costs of generating donations and legacies

	Note	Unrestricted funds General £	Restricted funds £	Total 2024 £	Total 2023 £
Fundraising and related costs		859	-	859	2,484
Staff costs	7	<u>29,031</u>	<u>12,669</u>	<u>41,700</u>	<u>25,985</u>
		<u>29,890</u>	<u>12,669</u>	<u>42,559</u>	<u>28,469</u>

TIME TO TALK BEFRIENDING

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024 (CONTINUED)

5 Expenditure on charitable activities

	Note	Unrestricted funds General £	Restricted funds £	Total 2024 £	Total 2023 £
Scheme member and project costs		12,735	33,995	46,730	34,828
Volunteer costs inc training		2,970	11,042	14,012	13,461
Website, design and social media		10,840	4,815	15,655	14,132
Premises costs		11,805	5,485	17,290	17,166
Office equipment and supplies		480	-	480	1,853
Telephone and internet		6,108	-	6,108	5,859
Postage and stationery		1,805	196	2,001	1,495
Insurance		1,409	-	1,409	1,342
IT equipment & support		4,058	-	4,058	2,966
Travel		2,088	266	2,354	1,442
Staff training & DBS		828	360	1,188	1,874
HR support		3,892	-	3,892	3,706
External administrative and project support		17,239	2,075	19,314	15,801
Professional fees		11,771	200	11,971	5,013
Sundry expenses		5,492	-	5,492	5,723
Bank and payment charges		472	-	472	266
Independent examination		810	-	810	810
Staff costs	7	<u>28,111</u>	<u>152,688</u>	<u>180,799</u>	<u>162,868</u>
		<u>122,913</u>	<u>211,122</u>	<u>334,035</u>	<u>290,605</u>

TIME TO TALK BEFRIENDING

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024 (CONTINUED)

6 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the Charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

Gerhard Schulz was paid £4,428 (2023: £5,013) through his company, G Schulz & Company Ltd, for professional services as management accountant and consultant.

7 Staff costs

The aggregate payroll costs were as follows:

	2024 £	2023 £
Staff costs during the year were:		
Wages and salaries	204,466	174,743
Social security costs	13,466	9,797
Pension costs	<u>4,567</u>	<u>4,313</u>
	<u>222,499</u>	<u>188,853</u>

The monthly average number of persons (including senior management / leadership team) employed by the Charity during the year expressed as full time equivalents was as follows:

	2024 No	2023 No
Staff	<u>8</u>	<u>8</u>

No employee received emoluments of more than £60,000 during the year

TIME TO TALK BEFRIENDING

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2024 (CONTINUED)

8 Debtors

	2024	2023
	£	£
Prepayments	2,680	2,553
Accrued income	<u>350</u>	<u>13,250</u>
	<u><u>3,030</u></u>	<u><u>15,803</u></u>

9 Creditors: amounts falling due within one year

	2024	2023
	£	£
Trade creditors	4,380	4,552
Other creditors	2,209	9,134
Accruals	<u>660</u>	<u>660</u>
	<u><u>7,249</u></u>	<u><u>14,346</u></u>

10 Pension and other schemes

Defined contribution pension scheme

The Charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the Charity to the scheme and amounted to £4,567 (2023 - £4,313).

Contributions totalling £2,209 (2023 - £959) were payable to the scheme at the end of the year and are included in creditors.

TIME TO TALK BEFRIENDING

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024 (CONTINUED)

11 Funds

	Balance at 1 January 2024 £	Incoming resources £	Resources expended £	Balance at 31 December 2024 £
Current year				
Unrestricted funds				
General				
General Funds	66,339	220,870	(152,803)	134,406
Restricted funds				
Deans outreach	-	25,000	(25,000)	-
Big Lottery fund	24,534	99,549	(85,346)	38,737
Group befriending	1,763	12,447	(14,210)	-
Volunteer costs	-	12,000	(5,614)	6,386
Dementia fund	-	18,000	(18,000)	-
Direct scheme member costs fund	-	6,000	(650)	5,350
Anna Chaplaincy fund	-	35,000	(35,000)	-
10 year anniversary	3,500	4,410	(7,910)	-
Outreach fund	2,718	-	(2,718)	-
Befriending plus fund	-	10,000	(10,000)	-
Housing fund	2,727	-	(2,727)	-
Dementia training fund	2,224	4,731	(4,405)	2,550
Research fund	5,867	-	(5,867)	-
Ageing journey fund	6,344	-	(6,344)	-
	<u>49,677</u>	<u>227,137</u>	<u>(223,791)</u>	<u>53,023</u>
Total funds	<u>116,016</u>	<u>448,007</u>	<u>(376,594)</u>	<u>187,429</u>

Deans Outreach: Providing befriending for people aged 50+ living in the Deans area in Brighton and Hove as part of the Ageing Well Public Health Commission.

Big Lottery fund: Funding our work in Adur and Worthing until September 2024.

Group befriending: Funding towards our Manor Meet Up for older people, including people living with dementia.

Dementia fund: Providing dementia inclusive befriending services for older people who have received a recent diagnosis or who are living with mild-moderate dementia as part of the Ageing Well Brighton and Hove commission.

Direct scheme member costs fund: Funding for specialist items and supplies for scheme members.

TIME TO TALK BEFRIENDING

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024 (CONTINUED)

Anna Chaplaincy fund: Funding toward providing spiritual care to scheme members.

10 year anniversary: Funding for 10 year anniversary events in 2024.

Outreach fund: Funding to support our postal outreach enabling us to connect with digitally excluded older people.

Befriending plus fund: Additional funding through the Ageing Well Brighton and Hove Public Health commission enabling us to support older people with more complex needs to access befriending.

Housing fund: Funding for our work in Hyde locations in Brighton and Hove.

Dementia training fund: Funding specifically for our dementia training, workshops and resources.

Research fund: Funding to undertake research with our scheme members under the NHS 'health inequalities' small grants programme.

Ageing journey fund: Funding enabling us to scope an intergenerational podcast project.

TIME TO TALK BEFRIENDING

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024 (CONTINUED)

	Balance at 1 January 2023 £	Incoming resources £	Resources expended £	Transfers from un- incorporated charity £	Balance at 31 December 2023 £
Prior year					
Unrestricted funds					
General					
General Funds	82,702	160,976	(169,965)	(7,374)	66,339
Restricted funds					
Deans outreach	-	25,000	(25,094)	94	-
Big Lottery fund	26,566	74,700	(76,732)	-	24,534
Group befriending	-	1,859	(96)	-	1,763
Dementia fund	-	18,000	(20,974)	2,974	-
Direct scheme member costs fund	-	5,403	(5,403)	-	-
Anna Chaplaincy fund	-	5,700	(10,006)	4,306	-
10 year anniversary	-	3,500	-	-	3,500
Outreach fund	-	3,390	(672)	-	2,718
Befriending plus fund	-	5,866	(5,866)	-	-
Housing fund	-	4,808	(2,081)	-	2,727
Dementia training fund	-	2,950	(726)	-	2,224
Research fund	-	6,750	(883)	-	5,867
Ageing journey fund	-	6,920	(576)	-	6,344
	<u>26,566</u>	<u>164,846</u>	<u>(149,109)</u>	<u>7,374</u>	<u>49,677</u>
Total funds	<u>109,268</u>	<u>325,822</u>	<u>(319,074)</u>	<u>-</u>	<u>116,016</u>

TIME TO TALK BEFRIENDING

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2024 (CONTINUED)

12 Analysis of net assets between funds

	Unrestricted funds General £	Restricted funds £	Total funds at 31 December 2024 £
Current assets	141,655	53,023	194,678
Current liabilities	<u>(7,214)</u>	<u>-</u>	<u>(7,214)</u>
Total net assets	<u>134,441</u>	<u>53,023</u>	<u>187,464</u>

	Unrestricted funds General £	Restricted funds £	Total funds at 31 December 2023 £
Current assets	80,685	49,677	130,362
Current liabilities	<u>(14,346)</u>	<u>-</u>	<u>(14,346)</u>
Total net assets	<u>66,339</u>	<u>49,677</u>	<u>116,016</u>

TIME TO TALK BEFRIENDING

England & Wales - Charity number 1186555

Accounts

Annual Report and Financial Statements
for the Year Ended 31 December 2023

Time To Talk Befriending

Charity registration number: 1186555

TIME TO TALK BEFRIENDING

CONTENTS

Reference and Administrative Details	1
Trustees' Report	2 to 13
Independent Examiner's Report	14
Statement of Financial Activities	15
Balance Sheet	16
Notes to the Financial Statements	17 to 26

TIME TO TALK BEFRIENDING

REFERENCE AND ADMINISTRATIVE DETAILS

Trustees	Emily Kenward (resigned 12 October 2023) Neil Hilton Claire Godley Gerhard Schulz David Standing Amy Chima (appointed 12 October 2023) Jacqueline Mason (appointed 1 February 2024)
Charity Registration Number	1186555
Principal Office	Citycoast Centre North Street Portslade Brighton BN41 1DG
Independent Examiner	K Gomes FCIE Independent Examiners Ltd 2 Broadbridge Business Centre Delling Lane Bosham Chichester West Sussex PO18 8NF
Bankers	HSBC 153 North Street Brighton East Sussex BN1 1SW

TIME TO TALK BEFRIENDING

TRUSTEES' REPORT

The trustees present the annual report together with the financial statements of the Charity for the year ended 31 December 2023.

Structure, governance and management

Nature of governing document

Time to Talk Befriending is a registered Charitable Incorporated Organisation (CIO), constitution dated 25 November 2019.

Recruitment and appointment of trustees

The management of the Charity is the responsibility of the trustees who are elected and co-opted under the terms of the constitution.

Risk management

The trustees have assessed the major risks to which the Charity is exposed, in particular those related to the operations and finances of the Charity, and are satisfied that systems and procedures are in place to mitigate exposure to the major risks.

Objectives and activities

Objects and aims

The objects of the CIO are:

- to relieve loneliness and social isolation for the public benefit by promoting wellbeing and relieving the needs of those people who are lonely or isolated through the provision of goods and services of any kind in such parts of the United Kingdom or the world as the Trustees from time to time may think fit;
- to promote physical and mental wellbeing for the public benefit through the provision of pastoral care, spiritual support and chaplaincy services of any kind in such parts of the United Kingdom or the world as the Trustees from time to time think fit;
- to advance education and training of any kind in such ways and in such parts of the United Kingdom or the world as the Trustees from time to time may think fit; and
- to fulfil such other purposes which are exclusively charitable according to the law of England and Wales and are connected to the charitable work of the CIO as the Trustees from time to time shall determine.

Public benefit

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

TIME TO TALK BEFRIENDING

TRUSTEES' REPORT (CONTINUED)

Achievements and performance

Referrals and Assessments

During 2023 we supported 701 older people, including existing befriending matches and 269 new referrals who either joined us as scheme members, or were signposted or referred to more appropriate services. The main reason for onward referrals is because the person being referred already has a social network in place, such as family members visiting regularly, or they are too complex for befriending due to advanced dementia.

The majority of the 269 new referrals came from health and social care professionals such as GPs, social prescribers, hospital discharge teams, mental health teams, occupational therapists, physiotherapists, social workers and other charities and organisations.

We continue to receive positive feedback from our referrers, such as:

"Communication at TTTB is incredible and the speed in which you get in touch with referrals is brilliant. I really trust that you want the best for all referrals and appreciate your detailed feedback once you have reached the client."

"With the reduction in day services for older people with mental health difficulties, or who suffer from social isolation, a service such as Time to Talk is a vital lifeline for our patients and offers us options as practitioners in the community in terms of care planning for patient recovery."

Scheme Member Demographics

During 2023 we continued to see an increase in the number of older people referred to us at crisis point, with a range of complex needs, distress, and anxiety. Staff spent an increased amount of time on signposting, referral services and advocacy which went beyond the traditional befriending model.

We estimate that approximately 50% of this additional workload is down to the aftermath of the pandemic. Our Recovery & Reintegration report, accessible via our website, highlights the profound effects the pandemic had on the health and wellbeing of older people, and sadly many older people have never recovered:

"The pandemic has meant that my befriender has become very cautious, reclusive and hesitant. She's lost a lot of her confidence."(volunteer)

The demographics of our scheme members are:

- Average age of 83.
- 86% are living with long term health conditions.
 - 12% report at the point of referral that they are living with early-stage dementia at home. This figure is for scheme members who have received a diagnosis. This figure is likely to be an underrepresentation due to delays in receiving memory assessments.
- 96% live alone.

TIME TO TALK BEFRIENDING

TRUSTEES' REPORT (CONTINUED)

- 72% are older women.
- Minimal local family or friendship networks are in place; our befriending volunteer is usually their only regular social visitor.
- Most of our scheme members are not online; we respect and respond to their digital choices.

One-to-One Befriending

At the end of 2023 we were supporting a total of 400 one-to-one befriending matches, 159 of which were new matches. We supported 179 match ends, usually due to a change in circumstances, such as a scheme member becoming too complex for befriending or moving into full time care.

We take the time to carefully match our scheme members and volunteers, taking into consideration interests, likes, and dislikes. Whilst this process may take a few weeks (during which time we keep in regular contact with the older person), it builds the foundations for a successful, long-term befriending experience:

"When they matched me with my befriender, they could not have matched me with anyone better." (scheme member)

"It has been a wonderful match. I now understand why matches can take time because it is very important to be able to communicate and we do that – we chat, laugh, put the world to rights." (volunteer)

Some of the words used by our scheme members to describe their experience of Time to Talk Befriending are:

Inclusive, laugh, meetings, efficient, belonging, companionship, needed, events, forever-friend, beneficial, enjoyable, nice, helpful, friendly, interesting, joy, lovely, caring, supportive, kind, effective, proactive, professional, understanding.

91% of our scheme members told us that they very satisfied/satisfied with their befriending match.

During 2023 we asked 163 of our scheme members if befriending helped to overcome their feelings of loneliness. Most of our scheme members experience extreme loneliness as they live alone with little or no social connections/family. Their feelings of loneliness are compounded by complex, long-term health issues, which may also make it difficult to leave home. Whilst our befriending services can alleviate loneliness, feelings of loneliness may still persist. With this in mind, we were gratified that 73% of our scheme members reported that befriending helped them to overcome their loneliness.

For additional case studies about how our service improves the wellbeing of older people and overcomes loneliness please visit our website www.tttb.org.uk/videos.

TIME TO TALK BEFRIENDING

TRUSTEES' REPORT (CONTINUED)

Volunteers

As of 31 December 2023 we had 335 volunteers with the majority (73%) aged between 20-60. Our youngest volunteer is 14, and our eldest is 88. There is no fixed profile for our volunteers who are drawn from a range of diverse backgrounds and experiences. We are fortunate that our volunteer profile contains a higher-than-average number of BAME and LGBTQ volunteers than the average population percentage across Worthing, Adur, Brighton & Hove.

In the 2021 census, the percentage average of people who gave their ethnicity as "white" across Brighton, Hove, Worthing and Adur was 90%. The percentage of our BAME volunteers 15.3% so higher than the 10% average across these areas.

The average percentage of people identifying as LGBTQ across Worthing, Adur, Brighton & Hove was 6% in the 2021 census. The percentage of our LGBTQ volunteers is 8.2%, so we have a higher number of LBGTQ volunteers than the local profile across Worthing, Adur, Brighton and Hove.

Our volunteers are fundamental to the success of our Charity. It is thanks to their generosity in giving their time that we are able to overcome loneliness and social isolation. We celebrated our volunteers at two special events in 2023, coming together to confirm to our volunteers just how appreciated they are, and to provide opportunities for social connections and peer support.

In reviews carried out in 2023:

94% of volunteers agree or strongly agree that they have received all the training and support they need to carry out their role.

96% of volunteers were satisfied or very satisfied that they have been matched with the right person.

Volunteering is, of course, a two-way experience, providing wellbeing benefits through opportunities for social connection, activity, learning and giving back to others:

"Befriending Anne has been a heartwarming experience. Anne brings joy to my life and helps me see how important companionship is. Spending time with her is a privilege that enriches my outlook on life and shows me the importance of real connections."

"I feel so comfortable with her, and she is showing me what a great person she is and sharing her history. This is a natural and beautiful connection, and it is very rewarding for me as a volunteer."

"Befriending is a really beneficial thing; very happy my social worker encouraged me to do it. I have recommended it to people."

"Befriending has had a remarkable impact on both myself as a person and also my skills."

"It helps me to feel more part of the community and remember we are all one community."

TIME TO TALK BEFRIENDING

TRUSTEES' REPORT (CONTINUED)

Enhanced Befriending

The induction process for all volunteers includes integral safeguarding and boundaries training, DBS checks, reference checks and interviews. We also provide additional training and resources which enable us to provide enhanced befriending for older people who are living with dementia and/or facing end of life situations.

At the end of 2023 we supported 87 older people through enhanced befriending. This enhanced support included the following training and workshops:

- Alzheimer's Society Dementia Friends sessions delivered by a Time to Talk Befriending Volunteer and Friend of the Charity.
- INGREDIENTS Cards: a model for creating meaningful moments of connection with people who are living with dementia through everyday creativity. Delivered by Friend of the Charity, Story Chaplain.
- Use Your Marbles: a workshop delivered by Friend of the Charity, Story Chaplain about how to maintain good brain health.
- What's on Your Plate: wellbeing workshops for volunteers delivered by Friend of the Charity, Story Chaplain.
- How to get the best out of befriending someone who is living with dementia: sessions are delivered by Friend of the Charity, OT and Consultant, Fran Hamilton.
- Bereavement and Loss: workshop delivered by Friend of the Charity and Psychotherapist, Peter Wells.

Befriending Plus

During 2023 we began to pilot a new service, Befriending Plus, supporting the increasingly complex health, social and economic issues surrounding both existing beneficiaries and new referrals who may be too complex for one-on-one befriending.

Befriending Plus provides increased staff intervention for people who are assessed as being suitable for befriending once additional help is in place. For example:

Brian (name changed for confidentiality) was referred to us by a health professional a few weeks after his wife of 63 years died. After an initial assessment we felt that Brian would be suitable for a volunteer befriender but at the point of referral he was grieving, which made building a new relationship difficult for him. So, over the course of 3 months, our trained in-house chaplain provided a listening ear service through regular calls, we referred Brian to the mental health team where he received prompt support, and we made a referral for him to Cruse for counselling.

As Brian moved through the stages of grief and was supported by other agencies, he felt confident about being matched with a befriender. Being able to talk about his grief with trained professionals, also meant our volunteer could provide what they are recruited to do; light touch companionship and social connection.

Since June 2023 we have supported 23 older people with Befriending Plus.

TIME TO TALK BEFRIENDING

TRUSTEES' REPORT (CONTINUED)

Befriending Plus also enables us to gather insights into what constitutes too complex for befriending. For example, a history of violence, advanced dementia, untreated mental health conditions. Where possible we help people access more appropriate support and are mapping the gaps in local provision.

Our pilot findings will be reported in March/April 2024.

Group Befriending

During 2023 we held five group befriending events a month at various locations across Brighton, Hove, Adur and Worthing. These events provide our scheme members with opportunities for social connections and are open to all, including those who are virtually housebound.

We provide support to make sure that our older members have confidence leaving home safely and provide free transport to enable this to happen. Our events are all dementia inclusive and, as with all our services, there is no charge. In 2023, 165 older people attended our group events which are supported by 32 volunteers.

Special events in 2023 included a Coronation themed tea party in May, which provided an opportunity for 74 scheme members to come together to enjoy a cream tea, including a slice of Coronation quiche, and the chance to have their photo taken with the King (in cardboard cut-out form). In August we themed our Portslade Tea Time Talk event as a summer party with gingham table cloths, sunflowers, a summer quiz, charades and a postcard game.

Intergenerational Projects

Pre pandemic we provided many opportunities for intergenerational connections. For example, pre-schoolers and their families met in the woods with our scheme members to make mud pies and enjoy quality time together with our partner Bee in the Woods, and sixth formers visiting in pairs once a week during term time. However, post pandemic there is less of an appetite amongst our scheme members for intergenerational projects, and they have instead requested more opportunities for peer connections at groups to share their lived experiences and build friendships with people of a similar age.

In 2023 our intergenerational project consisted of over 400 handmade cards being delivered at Christmas thanks to our ongoing positive relationship with Hove Park School.

Ageing Journey Project

The project has ambitious aims. By learning from the lived experience of older people about their ageing journey we hope to:

- Build connections across the generations.
- Change perceptions of ageing.
- Minimise the risk of loneliness as people age.
- Build resilience in younger people as they age.

TIME TO TALK BEFRIENDING

TRUSTEES' REPORT (CONTINUED)

In May 2023 we held a focus group inviting a diverse range of people from scheme members and volunteers to faith groups, commissioners, and partners, to develop research questions based on findings from surveys undertaken in 2022 with over 1000 children, young people and adults. The themes were:

- Social Connection.
- Navigating Life's Challenges.
- Purpose and Meaning.
- Dignity and Respect.

The questions were further developed by the team working on the project which includes the University of Sussex and Engaging with Ageing and were trailed with two people aged 75+ in November 2023.

The next stage of the project in 2024 will be:

- Adapt the research questions based on the trial.
- Interview up to 25 older people aged 75+.
- Deep dive into the existing survey data using the expertise of an academic and data analyst.
- Produce a report of the findings.
- Plan for co-production sessions in 2025 to develop resources and campaigns.

Signposting

We made 331 signposts/onward referrals in 2023 to local and national organisations including day centres, victim support, money and benefits advice, home help, activity groups, dementia groups, wellbeing services, bread making and garden projects (to name a few). There was also a focus on welfare checks and onward referrals covering urgent issues such as bereavement, mental health, scam fraud, food insecurity and fuel poverty.

Reviews

Thank you to our five volunteer reviewers, who are retired social workers or professionals from a related field. They give their time to undertake individual reviews with scheme members and volunteers, and in 2023 carried out 480 reviews which are an invaluable tool to measure feedback, impact, and outcomes. Along with our befriending volunteers (who are often the only social visitors our scheme members receive), our volunteer reviewers also play a crucial role in reporting any wellbeing concerns to staff.

Wellbeing Checks

Post pandemic the number of volunteer concerns reported to the staff team about our scheme members wellbeing continues to increase. One of our key priorities for 2023 was to review how we record these concerns so that we can provide evidence and insights into the nature of the concerns and the extent of our follow up and early intervention.

TIME TO TALK BEFRIENDING

TRUSTEES' REPORT (CONTINUED)

Between July (when we started recording numbers) – December 2023, 58 concerns were raised with the team by volunteers. Common themes include concerns about a decline in physical health, low mood, and not being able to get hold of our scheme member / our scheme member not answering when the volunteer visits at a pre-arranged time.

The team have an active process in place for following up concerns which include referring our scheme members to their GP and calling the next of kin (if they have one), care agency and/or hospital to find out what has happened to them.

Our team keep volunteers updated along the way and offer reassurance, training and resources as required. Our team also provide support to our scheme members if they do not have a next of kin by helping them access additional help at home and medical appointments etc.

"They always follow up any concerns I have quickly which I appreciate."

Newsletters, Cards, and Outreach

We continue to produce three newsletters a year, which include contributions from volunteers and scheme members, such as short stories and reminiscences, as well as details of services that older people can access, such as money advice, mental health support and social events. The content of our newsletters reflects the information that older people have asked us to include in surveys and reviews.

Due to the majority of our scheme members being offline a hard copy is sent to them by post, with 1300 copies posted in 2023. This is a costly and time-consuming process, but worthwhile; we know from feedback the positive impact our newsletters have:

"The newsletters make me feel like I belong to a community which cares."

"I'm housebound. All I ever receive in the post are bills and hospital appointment letters. I look forward to getting newsletters in the post from you. It brightens my world."

"I didn't know what services were out there for me until you gave me the information. Everything is online these days."

In November 2023 we were fortunate to receive funding from the David Hunt Trust towards the costs of designing and printing the newsletters.

Our birthday cards to scheme members and volunteers also continue to be valued and appreciated.

On average we send 750 handwritten cards per year to both scheme members and volunteers. We regularly receive thank you calls and cards advising of the positive impact of these cards: *"it means a lot to be remembered"*.

Other regular communication includes get well soon cards, condolence cards and thank you cards to those who contribute towards our work with, for example, articles for our newsletters.

TIME TO TALK BEFRIENDING

TRUSTEES' REPORT (CONTINUED)

Anna Chaplaincy

Our Anna Chaplaincy services were developed when our assessment process highlighted the importance of faith to some older people, who sadly could no longer access their places of worship, such as Churches, Mosques and Synagogues.

For many of our scheme members, attending or serving in Church as elders and volunteers was a large part of their identity and gave them great purpose and meaning. Losing this connection because of failing health or caring commitments can be upsetting and challenging, especially when the Church lacks the capacity to stay in touch. Our affiliation with the national network Anna Chaplaincy enables us to provide spiritual care to our scheme members, predominantly through:

- One to one matches with trained chaplaincy befrienders.
- Monthly Church service at a local Council housing scheme.
- Access to places of worship and faith groups.
- Resources and large print Bibles.

We are linked with Brighton and Hove Faith in Action, a multi-faith charity, bringing together people from across the city who find common ground in wanting to help those who are vulnerable.

One of our commissioned Anna Chaplains continues to provide a listening ear service for scheme members who are experiencing bereavement, a low mood or who have received upsetting and difficult news, such as a health diagnosis. As a front-line response, effective referral pathways are used to enable our members to access more specialist support as required.

Because of the demographic of the people we support, death, dying and bereavement is a reality. Over the years we have gained experience through our chaplaincy service of coming alongside people leading up to and during death. In 2023 there were 34 deaths within our membership. Our in-house Chaplain provided support to volunteers who wanted to talk about their experience, and we provided training on bereavement and loss. We also sent out condolence cards, led and attended funerals and supported family and other scheme members during a time of grief.

Preparing to Say Goodbye

Our 'Preparing to Say Goodbye' end of life conversations guided conversation toolkit has been described as '*the best one I have seen of its kind*' (Trustee, Martlets Hospice). Over the past five years we have developed our training and resources to accompany the toolkit based on our experiences of journeying alongside older people at the end of life and including during their death.

Preparing to Say Goodbye is commissioned by Public Health locally and by the Anna Chaplaincy network nationally. The sessions are always oversubscribed so we are considering ways we can increase our offer within our future strategic plans.

Attendees at the end-of-life training and workshops include commissioners, paramedics, palliative care nurses, social workers, chaplains, hospital discharge teams, charity workers from diverse communities and authorities. Feedback includes:

TIME TO TALK BEFRIENDING

TRUSTEES' REPORT (CONTINUED)

"The workshop has enriched our ministry and given us confidence and 'tools for toolbox'. Thank you especially for the sensitivity and affirmation you expressed throughout. It was a masterclass in skilled facilitation and productive online learning!" Learning Development Lead, Anna Chaplaincy

Research Reports

In October 2023 we published our latest research "Our Voices: Befriending 2.0". The report was based on data gathered from our scheme members and volunteers, as well as partner organisations locally and nationally.

Key findings confirm the importance of relationship centred befriending and signposting services, as well as a need for enhanced levels of support and the challenges older people are currently facing in the UK.

The report has been well received by commissioners, Adult Social Care and other charities and organisations. It is our hope that by bringing the voices of older people to the forefront of our research, we can work collaboratively with both national and local organisations to build a better infrastructure of support for older people.

Public Health Campaigns or National Reach

Whilst our work is focussed on local communities of Brighton and Hove, Adur and Worthing in Sussex, our best practice resources, research, and expertise enables us to contribute towards local and national agendas and policy. This includes the Adult Social Care Strategy in Adur and Worthing, the Government's Loneliness Action Plan and the UK Commission on Bereavement.

We are often asked by Befriending Networks, Anna Chaplaincy, and the Campaign to End Loneliness to give keynote speeches, run workshops and contribute towards panels and events, as experts in loneliness, older people, volunteering and monitoring and evaluation.

In November 2023 our CEO, Emily Kenward, was appointed Chair of UK Befriending Networks which supports over 400 organisations across the UK. Emily was also appointed Health and Wellbeing Rep for the voluntary sector in Adur and Worthing, following election via our local CVS in July 2022.

In November 2023 our foundational story was shared on BBC Radio 2 (<https://sheridanvoysey.com/the-power-of-befriending/>) and in September 2023 we were awarded 'Highly Commended' in BBC Sussex and Surrey's Great Neighbour Make a Difference Awards.

Financial review

Income for the year was £325,822 (2022: £280,183) and expenditure £319,074 (2022: £295,803). Unrestricted funds were £66,339 at the year end.

Funding

We are truly grateful to all our funders for their support. Funding enables us to deliver our excellence accredited and relationship centred services, all of which are free of charge to all the people we support.

TIME TO TALK BEFRIENDING

TRUSTEES' REPORT (CONTINUED)

The majority of our funds come from Trusts and Foundations. We have existing positive relationships with repeat funders and are especially keen to connect with funders that we can build a long-term relationship with. In April 2023 we recruited a full-time grants and trusts fundraiser to support this integral area of work.

We have also been successful in diversifying our income, securing statutory longer-term contracts from Brighton and Hove Council as sub-contractors. Ageing Well Brighton and Hove is a Public Health Commission led by the Lead Provider Impact Initiatives. We are proud members of the commission where we are funded to provide befriending for older people living in 'The Dean's' neighbourhoods with the highest concentration of older single person households locally, and to provide enhanced befriending for people who are living with dementia as well as Befriending Plus, supporting individuals with more complex needs.

The Big Lottery continue to fund our work in Adur and Worthing. The contract ends in September 2024.

Anna Chaplaincy was fundraised for separately through the GEM and Child's Charitable Trust.

Donations include regular givers and one-off payments including from volunteers for DBS checks.

We were fortunate once again to have the corporate support from Killik & Co, who, for the third year running, made us the beneficiaries of a carol concert at Middle Temple Hall, which raised £14,358 in December 2023.

Policy on reserves

The reserves policy is to hold three months of running expenses, amounting to £80k in the current year. Unrestricted free reserves at the year end were £66k. The trustees are committed to reaching our policy target by December 2024 through our fundraising strategy.

The strategy, reviewed by the trustees each year, is that:

- 1) Reserves be maintained at a level which ensures that the Time to Talk Befriending's core activity could continue during a period of unforeseen difficulty.
- 2) A proportion of reserves be maintained in an easily accessible form.
- 3) The calculation of the required level of reserves continues to be an integral part of the organisation's annual planning, budget and forecast cycle.
- 4) Consideration regarding risks associated with each stream of income and expenditure being different from that budgeted, planned activity level, and the Time to Talk Befriending's commitments to its stakeholders. It also reflects as far as possible the current economic climate and trends.

Going concern

After making appropriate enquiries, the trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements.

TIME TO TALK BEFRIENDING

TRUSTEES' REPORT (CONTINUED)

Statement of Responsibilities

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The law applicable to charities requires the trustees to prepare financial statements 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 of the Charity for that period. In preparing these financial statements, 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;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

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 financial statements comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008, and the provisions of the constitution. The trustees 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 annual report was approved by the trustees of the Charity on 22 May 2024 and signed on its behalf by:

.....
Neil Hilton
Trustee

TIME TO TALK BEFRIENDING
INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF TIME TO TALK BEFRIENDING

I report to the trustees on my examination of the accounts of Time To Talk Befriending for the year ended 31 December 2023.

Responsibilities and basis of report

As the Charity trustees of Time To Talk Befriending you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Time To Talk Befriending's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

Since Time To Talk Befriending'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 the Association of Independent Examiners, which is one of the listed bodies.

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

1. accounting records were not kept in respect of Time To Talk Befriending as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

.....
K Gomes FCIE
Independent Examiners Ltd
2 Broadbridge Business Centre
Delling Lane
Bosham
Chichester
West Sussex
PO18 8NF

22 May 2024

TIME TO TALK BEFRIENDING

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2023

	Note	Unrestricted funds £	Restricted funds £	Total 2023 £	Total 2022 £
Income and Endowments from:					
Donations and legacies	2	160,089	163,743	323,832	279,040
Charitable activities	3	<u>887</u>	<u>1,103</u>	<u>1,990</u>	<u>1,143</u>
Total income		<u>160,976</u>	<u>164,846</u>	<u>325,822</u>	<u>280,183</u>
Expenditure on:					
Raising funds	4	28,214	255	28,469	10,612
Charitable activities	5	<u>141,751</u>	<u>148,854</u>	<u>290,605</u>	<u>285,191</u>
Total expenditure		<u>169,965</u>	<u>149,109</u>	<u>319,074</u>	<u>295,803</u>
Net (expenditure)/income		(8,989)	15,737	6,748	(15,620)
Gross transfers between funds/Transfer from unincorporated charity		<u>(7,374)</u>	<u>7,374</u>	<u>-</u>	<u>-</u>
Net movement in funds		(16,363)	23,111	6,748	(15,620)
Reconciliation of funds					
Total funds brought forward		<u>82,702</u>	<u>26,566</u>	<u>109,268</u>	<u>124,888</u>
Total funds carried forward	11	<u><u>66,339</u></u>	<u><u>49,677</u></u>	<u><u>116,016</u></u>	<u><u>109,268</u></u>

The notes on pages 17 to 26 form an integral part of these financial statements.

TIME TO TALK BEFRIENDING

BALANCE SHEET AS AT 31 DECEMBER 2023

	Note	2023 £	2022 £
Current assets			
Debtors	8	15,803	2,430
Cash at bank and in hand		<u>114,559</u>	<u>114,667</u>
		130,362	117,097
Creditors: Amounts falling due within one year	9	<u>(14,346)</u>	<u>(7,829)</u>
Net assets		<u>116,016</u>	<u>109,268</u>
Funds of the Charity:			
Restricted income funds			
Restricted funds		49,677	26,566
Unrestricted income funds			
Unrestricted funds		<u>66,339</u>	<u>82,702</u>
Total funds	11	<u>116,016</u>	<u>109,268</u>

The financial statements on pages 15 to 26 were approved by the trustees, and authorised for issue on 22 May 2024 and signed on their behalf by:

.....
Neil Hilton
Trustee

TIME TO TALK BEFRIENDING

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023

1 Accounting policies

Statement of compliance

The financial statements have been prepared in accordance with the second edition of the Charities Statement of Recommended Practice issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

Basis of preparation

Time To Talk Befriending meets the definition of a public benefit entity under FRS 102. The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

Going concern

The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the Charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

Grants receivable

Grants are recognised when the Charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

TIME TO TALK BEFRIENDING

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023 (CONTINUED)

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable activities

Charitable expenditure comprises those costs incurred by the Charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Taxation

The Charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the Charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

TIME TO TALK BEFRIENDING
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023 (CONTINUED)

Liabilities

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Pensions and other post retirement obligations

The Charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the Charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the Charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

TIME TO TALK BEFRIENDING

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023 (CONTINUED)

2 Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total 2023 £	Total 2022 £
Donations and legacies;				
Donations	11,536	-	11,536	28,795
Gift aid reclaimed	-	-	-	985
Grants, including capital grants;				
Grants	<u>148,553</u>	<u>163,743</u>	<u>312,296</u>	<u>249,260</u>
	<u>160,089</u>	<u>163,743</u>	<u>323,832</u>	<u>279,040</u>

3 Income from charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2023 £	Total 2022 £
Personal contributions	278	403	681	93
Service income	<u>609</u>	<u>700</u>	<u>1,309</u>	<u>1,050</u>
	<u>887</u>	<u>1,103</u>	<u>1,990</u>	<u>1,143</u>

4 Expenditure on raising funds

a) Costs of generating donations and legacies

	Unrestricted funds General £	Restricted funds £	Total 2023 £	Total 2022 £
Fundraising and related costs	2,229	255	2,484	10,612
Staff costs	<u>25,985</u>	<u>-</u>	<u>25,985</u>	<u>-</u>
	<u>28,214</u>	<u>255</u>	<u>28,469</u>	<u>10,612</u>

TIME TO TALK BEFRIENDING

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023 (CONTINUED)

5 Expenditure on charitable activities

	Note	Unrestricted funds General £	Restricted funds £	Total 2023 £	Total 2022 £
Scheme member and project costs		17,198	17,630	34,828	38,752
Volunteer costs inc training		8,529	4,932	13,461	6,486
Website, design and social media		11,814	2,318	14,132	6,484
Premises costs		12,054	5,112	17,166	17,228
Office equipment and supplies		1,820	33	1,853	1,731
Telephone and internet		5,859	-	5,859	5,950
Postage and stationery		1,495	-	1,495	1,590
Insurance		1,342	-	1,342	1,462
IT equipment & support		2,956	10	2,966	4,695
Travel		1,428	14	1,442	1,719
Staff training & DBS		1,850	24	1,874	3,567
HR support		3,706	-	3,706	4,934
External administrative and project support		15,801	-	15,801	4,938
Professional fees		5,013	-	5,013	8,741
Sundry expenses		5,679	44	5,723	3,606
Bank and payment charges		266	-	266	344
Independent examination		810	-	810	810
Staff costs	7	44,131	118,737	162,868	172,154
		<u>141,751</u>	<u>148,854</u>	<u>290,605</u>	<u>285,191</u>

TIME TO TALK BEFRIENDING

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023 (CONTINUED)

6 Trustees remuneration and expenses

Emily Kenward received remuneration of £30,600 (2022: £40,533) as CEO and not as a trustee, and benefits in kind in the form of pension contributions amounting to £510 (2022: £1,216) until her resignation as trustee in Oct 2023.

Expenses incurred on behalf of the charity amounting to £1,137 (2022: £626) were reimbursed to Emily Kenward for travel and supplies during the year.

Claire Godley received £Nil (2022 - £163) for travel expenses and staff training services in the current year.

Gerhard Schulz was paid £5,013 (2022: £6,010) through his company, G Schulz & Company Ltd, for professional services as management accountant and consultant.

7 Staff costs

The aggregate payroll costs were as follows:

	2023 £	2022 £
Staff costs during the year were:		
Wages and salaries	174,743	159,497
Social security costs	9,797	8,093
Pension costs	<u>4,313</u>	<u>4,564</u>
	<u><u>188,853</u></u>	<u><u>172,154</u></u>

The monthly average number of persons (including senior management / leadership team) employed by the Charity during the year expressed as full time equivalents was as follows:

	2023 No	2022 No
Staff	<u><u>8</u></u>	<u><u>7</u></u>

No employee received emoluments of more than £60,000 during the year

TIME TO TALK BEFRIENDING

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2023 (CONTINUED)

8 Debtors

	2023	2022
	£	£
Prepayments	2,553	2,430
Accrued income	<u>13,250</u>	<u>-</u>
	<u><u>15,803</u></u>	<u><u>2,430</u></u>

9 Creditors: amounts falling due within one year

	2023	2022
	£	£
Trade creditors	4,552	6,209
Other creditors	9,134	960
Accruals	<u>660</u>	<u>660</u>
	<u><u>14,346</u></u>	<u><u>7,829</u></u>

10 Pension and other schemes

Defined contribution pension scheme

The Charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the Charity to the scheme and amounted to £4,313 (2022 - £4,564).

Contributions totalling £959 (2022 - £960) were payable to the scheme at the end of the year and are included in creditors.

TIME TO TALK BEFRIENDING

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023 (CONTINUED)

11 Funds

	Balance at 1 January 2023 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 December 2023 £
Unrestricted funds					
General					
General Funds	82,702	160,976	(169,965)	(7,374)	66,339
Restricted funds					
Deans outreach	-	25,000	(25,094)	94	-
Big Lottery fund	26,566	74,700	(76,732)	-	24,534
Group befriending	-	1,859	(96)	-	1,763
Dementia fund	-	18,000	(20,974)	2,974	-
Direct scheme member costs fund	-	5,403	(5,403)	-	-
Anna Chaplaincy fund	-	5,700	(10,006)	4,306	-
10 year anniversary	-	3,500	-	-	3,500
Outreach fund	-	3,390	(672)	-	2,718
Befriending plus fund	-	5,866	(5,866)	-	-
Housing fund	-	4,808	(2,081)	-	2,727
Dementia training fund	-	2,950	(726)	-	2,224
Research fund	-	6,750	(883)	-	5,867
Ageing journey fund	-	6,920	(576)	-	6,344
	<u>26,566</u>	<u>164,846</u>	<u>(149,109)</u>	<u>7,374</u>	<u>49,677</u>
Total funds	<u>109,268</u>	<u>325,822</u>	<u>(319,074)</u>	<u>-</u>	<u>116,016</u>

Deans Outreach: Providing befriending for people aged 50+ living in the Deans area in Brighton and Hove as part of the Ageing Well Public Health Commission.

Big Lottery fund: Funding our work in Adur and Worthing until September 2024.

Group befriending: Funding towards our Manor Meet Up for older people, including people living with dementia.

Dementia fund: Providing dementia inclusive befriending services for older people who have received a recent diagnosis or who are living with mild-moderate dementia as part of the Ageing Well Brighton and Hove commission.

Direct scheme member costs fund: Funding for specialist items and supplies for scheme members.

Anna Chaplaincy fund: Funding toward providing spiritual care to scheme members.

TIME TO TALK BEFRIENDING

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023 (CONTINUED)

10 year anniversary: Funding for 10 year anniversary events in 2024.

Outreach fund: Funding to support our postal outreach enabling us to connect with digitally excluded older people.

Befriending plus fund: Additional funding through the Ageing Well Brighton and Hove Public Health commission enabling us to support older people with more complex needs to access befriending.

Housing fund: Funding for our work in Hyde locations in Brighton and Hove.

Dementia training fund: Funding specifically for our dementia training, workshops and resources.

Research fund: Funding to undertake research with our scheme members under the NHS 'health inequalities' small grants programme.

Ageing journey fund: Funding enabling us to scope an intergenerational podcast project.

	Balance at 1 January 2022 £	Incoming resources £	Resources expended £	Balance at 31 December 2022 £
Unrestricted funds				
General				
General Funds	98,417	152,658	(168,373)	82,702
Restricted funds				
Deans outreach	-	25,000	(25,000)	-
Big Lottery fund	21,068	74,525	(69,027)	26,566
Dementia fund	5,403	18,000	(23,403)	-
Direct scheme member costs fund	-	5,000	(5,000)	-
Anna Chaplaincy fund	-	5,000	(5,000)	-
	<u>26,471</u>	<u>127,525</u>	<u>(127,430)</u>	<u>26,566</u>
Total funds	<u>124,888</u>	<u>280,183</u>	<u>(295,803)</u>	<u>109,268</u>

TIME TO TALK BEFRIENDING

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023 (CONTINUED)

12 Analysis of net assets between funds

	Unrestricted funds General £	Restricted funds £	Total funds at 31 December 2023 £
Current assets	80,685	49,677	130,362
Current liabilities	<u>(14,346)</u>	<u>-</u>	<u>(14,346)</u>
Total net assets	<u>66,339</u>	<u>49,677</u>	<u>116,016</u>

	Unrestricted funds General £	Restricted funds £	Total funds at 31 December 2022 £
Current assets	90,531	26,566	117,097
Current liabilities	<u>(7,829)</u>	<u>-</u>	<u>(7,829)</u>
Total net assets	<u>82,702</u>	<u>26,566</u>	<u>109,268</u>

TIME TO TALK BEFRIENDING

England & Wales - Charity number 1186555

Accounts

Annual Report and Financial Statements
for the Year Ended 31 December 2022

Time To Talk Befriending

Charity registration number: 1186555

TIME TO TALK BEFRIENDING

CONTENTS

Reference and Administrative Details	1
Trustees' Report	2 to 11
Independent Examiner's Report	12
Statement of Financial Activities	13
Balance Sheet	14
Notes to the Financial Statements	15 to 24

TIME TO TALK BEFRIENDING

REFERENCE AND ADMINISTRATIVE DETAILS

Trustees	Emily Kenward Simon Lewis (resigned 26 May 2022) Neil Hilton Claire Godley Gerhard Schulz
Charity Registration Number	1186555
Principal Office	Citycoast Centre North Street Portslade Brighton BN41 1DG
Independent Examiner	K Gomes FCIE Independent Examiners Ltd 2 Broadbridge Business Centre Delling Lane Bosham Chichester West Sussex PO18 8NF
Bankers	HSBC 153 North Street Brighton East Sussex BN1 1SW

TIME TO TALK BEFRIENDING

TRUSTEES' REPORT

The trustees present the annual report together with the financial statements of the charity for the year ended 31 December 2022.

Structure, governance and management

Nature of governing document

Time to Talk Befriending is a registered Charitable Incorporated Organisation (CIO), constitution dated 25 November 2019.

Recruitment and appointment of trustees

The management of the charity is the responsibility of the trustees who are elected and co-opted under the terms of the constitution.

Risk management

The trustees have assessed the major risks to which the Charity is exposed, in particular those related to the operations and finances of the Charity, and are satisfied that systems and procedures are in place to mitigate exposure to the major risks.

Objectives and activities

Objects and aims

The objects of the CIO are:

- to relieve loneliness and social isolation for the public benefit by promoting wellbeing and relieving the needs of those people who are lonely or isolated through the provision of goods and services of any kind in such parts of the United Kingdom or the world as the Trustees from time to time may think fit;
- to promote physical and mental wellbeing for the public benefit through the provision of pastoral care, spiritual support and chaplaincy services of any kind in such parts of the United Kingdom or the world as the Trustees from time to time think fit;
- to advance education and training of any kind in such ways and in such parts of the United Kingdom or the world as the Trustees from time to time may think fit; and
- to fulfil such other purposes which are exclusively charitable according to the law of England and Wales and are connected to the charitable work of the CIO as the Trustees from time to time shall determine.

Public benefit

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

TIME TO TALK BEFRIENDING

TRUSTEES' REPORT (CONTINUED)

Achievements and performance

Review of activities

Referrals and Assessments

In 2022 we received and assessed 299 new referrals for older people living in Brighton and Hove, Adur, and Worthing in Sussex. Most of our referrals were from health and social care professionals such as GPs, social prescribers, hospital discharge teams, mental health teams, occupational therapists, physiotherapists, social workers and other charities and organisations.

The most common words used by referrers to describe their experience of referring someone to Time to Talk Befriending:

Accessible, Accommodating, Approachable, Brilliant for vulnerable people, Compassionate, Considerate, Easy to do, Effective, Efficient, Encouraging, Essential, Fast, Friendly, Good communication, Helpful, Indispensable, Kind, Lifeline, Needed, Person-Centred, Positive, Proactive, Productive, Professional, Prompt, Quick, Reassuring, Reliable, Responsive, Rewarding, Simple, Smoothly, Straightforward, Successful, Supportive, Thorough, Thoughtful, Understanding, Useful, Very efficient support, Warmth, Welcoming.

Scheme Member Demographics

- Average age 82.
- 65% are living with long-term health conditions.
- 13% are living with Dementia.
- 13% live in areas of high deprivation.
- 89% live alone.
- 76% are older women.
- Minimal local family or friendship networks are in place; our befriending volunteer is usually their only regular social visitor.
- During the pandemic only 3% of the sample group we surveyed were in WhatsApp information groups. Most continue to choose offline information sources: we respect and respond to their digital choices.

One to One Befriending

Historically we have grown organically year on year. However, during the pandemic (2020) we assessed and matched an additional 231 older people within the first five months and 218 volunteers, resulting in a significant increase in one-to-one matches at the yearend (539) compared to 2019 (325).

Because during the pandemic everyone was socially isolated, we relaxed our referral criteria. Post pandemic, we reintroduced our referral criteria to enable those who are most isolated and vulnerable to benefit.

TIME TO TALK BEFRIENDING

TRUSTEES' REPORT (CONTINUED)

Within our service there were many older people who no longer needed one-to-one befriending. So, after further assessment and discussion, we helped these people transition to our group befriending events and other activities in the community. This transition was part of our Recovery and Reintegration programme. The people who transitioned from our one-to-one befriending service have other family and friends in their networks and were happy and able to get out and about once we helped them to build confidence.

At the end of 2022 the total number of one-to-one befriending matches we were supporting was 432. Of these matches, 210 were new and we supported 235 match ends through our Recovery and Reintegration programme and because of deaths across our membership and changes in circumstances.

- 89% of our older members were satisfied or very satisfied with their overall befriending experience.
- 89% of scheme members were satisfied or very satisfied with their befriending match.

In December 2022 we received a re-accreditation of 'excellence in befriending' through the Befriending Networks Quality in Befriending Award.

"Befriending has added something to my life. It has made a difference to me. I am very grateful!"

"I'm not alone. It helps to tell someone interested how I feel. It eases the tension that builds up within me."

"Days used to go by before I would speak to anyone. And even then, it was mostly the GP or pharmacy that I would talk to. Having my befriender means I have something to actually look forward to, and someone to talk to about things other than health issues."

"She (volunteer) even calls me when she is abroad! In January, I travelled around Australia from the comfort of my armchair!"

For additional case studies about how our service improves the wellbeing of older people and overcomes loneliness please visit our website www.tttb.org.uk/videos.

Volunteers

Our volunteers are the heart of our community. Without their generosity of time and kindness towards our scheme members we could not overcome loneliness.

The average age of our volunteers is 39. In 2022 we recruited an additional 179 new volunteers.

- 94% of volunteers would recommend befriending for Time to Talk Befriending to friends or family.
- 98% of volunteers agree or strongly agree that they have received all the training and support they need to carry out their role.
- 94% of volunteers were satisfied or very satisfied that they have been matched with the right person.

TIME TO TALK BEFRIENDING

TRUSTEES' REPORT (CONTINUED)

When talking about their experience of befriending they say things like:

"Befriending keeps me more grounded, more human, kind, understanding and judgement free."

"For me befriending is building a deep and meaningful connection with another person who I wouldn't get to meet otherwise."

"It has helped to improve my mental health because I felt lonely myself."

When talking about their experience of the charity they say things like:

"Since the training I received and support from the team I am more confident talking to anyone in daily life. I even sit beside an older person on the train and have a chat, I am open to that now."

"I want to express my deepest appreciation for your support throughout and the remarkable impact this experience has had both on myself as a person and also my skills."

"The match has been tricky as his wife died recently when we were first matched. When I have felt overwhelmed, TTTB have been so supportive and it's why I am happy to continue."

Enhanced Befriending

In addition to providing volunteers with an induction which includes integral training about safeguarding and boundaries, DBS checks, reference checks and interviews, we produce additional training and resources so that we can provide matches for older people who are living with dementia and/or facing end of life situations. At the end of 2022 we supported 85 older people through enhanced befriending.

This enhanced training and support consisted of:

Training and Workshops

- Alzheimer's Society Dementia Friends Sessions delivered by a Time to Talk Befriending Volunteer and Friend of the charity.
- INGREDIENTS Cards: a model for creating meaningful moments of connection with people who are living with dementia through everyday creativity. Delivered by Friend of the charity, Story Chaplain.
- Use Your Marbles: a workshop delivered by friend of the charity, Story Chaplain about how to maintain good brain health.
- What's on Your Plate: wellbeing workshops for volunteers delivered by Friend of the charity, Story Chaplain.
- How to get the best out of befriending someone who is living with dementia: sessions are delivered by Friend of the charity, OT and Consultant, Fran Hamilton.
- Bereavement and Loss: workshop delivered by Friend of the charity and Psychotherapist, Peter Wells.

TIME TO TALK BEFRIENDING

TRUSTEES' REPORT (CONTINUED)

Resources

- A-Z Conversation Starters.
- Bereavement and Loss in Befriending.
- Making connections.
- Meaningful moments.
- Navigating Difficult Conversations.
- Preparing to Say Goodbye.
- Wellbeing in befriending.
- What makes a good place to die and why.

Group Befriending

Every aspect of our service has been developed in response to what older people tell us they want and need. Our neighbourhood-level peer group meetups, which we call group befriending, is a direct result of our older member's feedback.

Group befriending is provided to encourage social connections. These groups are open to our scheme members, including those who are virtually housebound. We provide support to make sure that our older members have confidence leaving home safely and provide transport to enable this to happen. Our events are all dementia inclusive.

In 2022, 163 older people attended our group events which are supported by 29 volunteers.

Intergenerational Projects

Pre-pandemic our members were keen to connect with the younger generation. Whether it was through a sixth form befriending programme or making mud pies in the woods with nursery children, these projects helped to overcome loneliness and gave our members a sense of purpose. Post-pandemic, the landscape has changed. Although we have intergenerational befriending matches because most of our volunteers are aged 20-55 and our scheme members are aged 80+, intergenerational projects have had to cease. Instead, our members have requested connections with peers and people who they deem to have 'more lived experience', so they can share those 'me too' moments, talking about their physical decline, increased isolation, and bereavement because of the pandemic. One way we are looking to try and bridge the gap between the generations again is through our Ageing Journey Project.

Ageing Journey Project

The Ageing Journey Project is a collaboration between Time to Talk Befriending, the Centre for Social Work Innovation and Research at the University of Sussex and Engaging with Ageing. The project aims to:

- Understand current perceptions about ageing by hearing from people of all ages about what they consider to be old and how they would like to be when they are older.
- Learn from the wisdom of people in their later year about ageing and the ageing journey - the positives and the challenges including facing end of life.

TIME TO TALK BEFRIENDING

TRUSTEES' REPORT (CONTINUED)

Together with people of all ages we will co-design training and resources about the ageing journey based on lived experience and current perceptions about ageing. Our goal is to:

- Change negative perceptions of ageing.
- Use the project as a platform to talk about the realities of ageing including the difficult stage of the life-course - death and dying and how people overcome these challenges.
- Build resilience in younger people in the hope of preventing loneliness as we age.
- Bridge the gap between the generations which has become more divided post-pandemic.

The key stages of the project in 2023 are:

- Undertake surveys with up to 1000 people aged between 9-95 years.
- Disseminate findings and identify themes.
- Co-create research questions used to interview older people to learn from their lived experience.
- Interview up to 25 older people.
- Disseminate the findings.
- Co-create campaigns and resources based on the evidence collected to achieve our aims.

Signposting

We made 371 signposts/onward referrals to local and national organisations including day centres, victim support, money and benefits advice, home help, activity groups, dementia groups, bereavement services, wellbeing services, bread making and garden projects (to name a few).

Reviews

We are fortunate to have the long-standing support of five professionals, including retired social workers. They give their own time to undertake individual reviews with scheme members and volunteers, and in 2022 undertook 485 reviews.

Wellbeing Checks

Post pandemic the number of volunteer concerns reported to the staff team about our scheme members wellbeing has increased. One of our key priorities for 2023 is to review how we record these concerns so that we can provide evidence and insights into the nature of the concerns and the extent of our follow up and early intervention, resulting in our scheme members receiving the health and social care support they require.

TIME TO TALK BEFRIENDING

TRUSTEES' REPORT (CONTINUED)

Newsletters, Cards and Outreach

Our newsletters continue to be beneficial to our scheme members. They also provide opportunities for our scheme members and volunteers to contribute. Due to the majority of our scheme members remaining offline by choice, a hard copy is sent to them by post. This is a costly and time-consuming process, but our members are keen for us to continue with our newsletter because it *"gives me purpose, I love seeing my poems included", "I belong to a community, I'm not on my own"*.

Our birthday cards to scheme members and volunteers also continue to be valued and appreciated. On average we send 70 handwritten cards per month. *"It's the only card I receive, thank you"* Scheme Member. *"I really appreciate the birthday card. Thanks for thinking of me"* Volunteer.

Other regular communication includes 'thinking of you' cards from schools and colleges, get well soon cards, condolence cards to family and friends of those who have died (43 in 2022) and thank you cards to those who contribute towards our work e.g., articles for our newsletters.

For the Queen's Platinum Jubilee we produced a special edition booklet which included scheme member contributions about their fond memories of the Queen, information about the Platinum pudding, interesting facts and information, poems and pictures. Alongside the special booklet we sent out Jubilee packs including an A4 illustration of the Queen by the talented Nice Things by Helena, a pen, gold coin and postcard.

Anna Chaplaincy

We continue our affiliation with the national network Anna Chaplaincy enabling us to provide spiritual care to our scheme members, predominantly through:

- One to one match with trained chaplaincy befrienders.
- Monthly Church service at a local Council Housing scheme.
- Access places of worship and faith groups which are important to them.

Anna Chaplaincy was developed because of our whole person assessments which highlighted that faith was important to some people but Churches, Mosques, Synagogues did not have capacity to provide spiritual care.

We fundraise separately for this work.

We are linked with Brighton and Hove Faith in Action, a multi-faith charity, bringing together people from across the city who find common ground in wanting to help those who are vulnerable.

One of our commissioned Anna Chaplains continues to offer a front-line response to our scheme members who call in distress, for example, low mood, or facing end of life situations. Effective referral pathways are used to enable our members to access more specialist support as required.

TIME TO TALK BEFRIENDING

TRUSTEES' REPORT (CONTINUED)

Anna Chaplaincy also enables us to come alongside older people at the end of life including in the last weeks, days, hours, and moments. Our in-house Anna Chaplains have led funerals for our scheme members and support family members and volunteers who are grieving.

Preparing to Say Goodbye

We piloted our Preparing to Say Goodbye end of life conversations toolkit and training in 2021. The training and toolkit equip professionals and volunteers with the tools and skills they need to prepare for conversations about death and dying with the people they are supporting. These sessions have been commissioned by Brighton and Hove Public Health.

Attendees include palliative care nurses, hospital discharge teams, social workers, paramedics, charity workers, chaplains (to name a few). Feedback includes:

"I thought everyone facilitating was excellent - thank you very much. I wasn't sure how relevant it would be and now I think that's the problem! Maybe we think it's someone else's role and I think I've learned it's all of our roles. It was really valuable."

"The trainers were engaging and spoke openly about the subject. Personal touches made it more relevant and the small exercises in break out room kept me personally engaged and sparked more discussions."

Research Reports

In 2022 we gave oral evidence contributing towards the UK Commission on Bereavement Report: Bereavement is everyone's business. In December 2022 we undertook surveys with our scheme members and volunteers. The findings will be produced in 2023.

In March 2022 we produced a report outlining the findings from surveys undertaken by regular referrers into our service. This report can be accessed via our website www.tttb.org.uk/resources.

Public Health Campaigns

During Dementia Action Week we increased our training and workshop offer to include partners and other local organisations.

During Dying Matters Week, we increased our training and workshop offer to include partners and other local organisations.

Financial review

Income for the year was £280,183 (2021: £282,063) and expenditure £295,803 (2021: £253,266). Unrestricted funds were £82,702 at the year end.

Funding

We are truly grateful to all our funders for their support. Funding enables us to deliver services which are excellence accredited and relationship centred. Together, we are overcoming loneliness experienced by older people in the communities where we work in Sussex.

TIME TO TALK BEFRIENDING

TRUSTEES' REPORT (CONTINUED)

Most of our income is generated through grants and trusts including regular funders. Multi-year funding is a core part of our ongoing strategy.

The Big Lottery continue to fund our work in Adur and Worthing. The contract ends in September 2024.

Ageing Well Brighton and Hove is a Public Health Commission led by the Lead Provider Impact Initiatives. We are proud members of the commission where we are funded to provide befriending for older people living in 'The Dean's' neighbourhoods with the highest concentration of older single person households locally and to provide enhanced befriending for people who are living with dementia, city-wide.

We were awarded £5,000 from a funder for direct scheme member costs.

Anna Chaplaincy was fundraised for separately.

Platinum Jubilee outreach costs were fundraised for through Brighton and Hove Council and the Charles Lewis Foundation and GEM.

Preparing to Say Goodbye was funded by Brighton and Hove City Council public health and The Lawson Trust.

Donations include regular givers and one-off payments including from volunteers for DBS checks. In December 2022 Killik & Co hosted the annual Carol Concert at Middle Temple Hall inviting the charity to benefit for the second year running. £15k was raised this year.

Policy on reserves

The reserves policy is to hold three months of running expenses, amounting to £73k in the current year. Unrestricted free reserves at the year end were £84k. The trustees consider that reserves at this level will ensure that, in the case of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to the ways in which additional funding may be raised.

The strategy, reviewed by the trustees each year, is that:

- 1) Reserves be maintained at a level which ensures that the Time to Talk Befriending's core activity could continue during a period of unforeseen difficulty.
- 2) A proportion of reserves be maintained in an easily accessible form.
- 3) The calculation of the required level of reserves continues to be an integral part of the organisation's annual planning, budget and forecast cycle.
- 4) Consideration regarding risks associated with each stream of income and expenditure being different from that budgeted, planned activity level, and the Time to Talk Befriending's commitments to its stakeholders. It also reflects as far as possible the current economic climate and trends.

Going concern

After making appropriate enquiries, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements.

TIME TO TALK BEFRIENDING

TRUSTEES' REPORT (CONTINUED)

Statement of Responsibilities

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The law applicable to charities requires the trustees to prepare financial statements 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 of the charity for that period. In preparing these financial statements, 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;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

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 financial statements comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008, and the provisions of the constitution. The trustees 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 annual report was approved by the trustees of the charity on 6 October 2023 and signed on its behalf by:



.....
Neil Hilton
Trustee

TIME TO TALK BEFRIENDING
INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF TIME TO TALK BEFRIENDING

I report to the trustees on my examination of the accounts of Time To Talk Befriending for the year ended 31 December 2022.

Responsibilities and basis of report

As the charity trustees of Time To Talk Befriending you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Time To Talk Befriending's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

Since Time To Talk Befriending'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 the Association of Independent Examiners, which is one of the listed bodies.

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

1. accounting records were not kept in respect of Time To Talk Befriending as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

Kim Gomes

.....
K Gomes FCIE
Independent Examiners Ltd
2 Broadbridge Business Centre
Delling Lane
Bosham
Chichester
West Sussex
PO18 8NF

6 October 2023

TIME TO TALK BEFRIENDING

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2022

	Note	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
Income and Endowments from:					
Donations and legacies	2	151,515	127,525	279,040	281,918
Charitable activities	3	<u>1,143</u>	<u>-</u>	<u>1,143</u>	<u>145</u>
Total income		<u>152,658</u>	<u>127,525</u>	<u>280,183</u>	<u>282,063</u>
Expenditure on:					
Raising funds	4	8,658	1,954	10,612	8,495
Charitable activities	5	<u>159,715</u>	<u>125,476</u>	<u>285,191</u>	<u>244,771</u>
Total expenditure		<u>168,373</u>	<u>127,430</u>	<u>295,803</u>	<u>253,266</u>
Net (expenditure)/income		<u>(15,715)</u>	<u>95</u>	<u>(15,620)</u>	<u>28,797</u>
Net movement in funds		(15,715)	95	(15,620)	28,797
Reconciliation of funds					
Total funds brought forward		<u>98,417</u>	<u>26,471</u>	<u>124,888</u>	<u>96,091</u>
Total funds carried forward	11	<u><u>82,702</u></u>	<u><u>26,566</u></u>	<u><u>109,268</u></u>	<u><u>124,888</u></u>

The notes on pages 15 to 24 form an integral part of these financial statements.

TIME TO TALK BEFRIENDING

BALANCE SHEET AS AT 31 DECEMBER 2022

	Note	2022 £	2021 £
Current assets			
Debtors	8	2,430	-
Cash at bank and in hand		<u>114,667</u>	<u>131,929</u>
		117,097	131,929
Creditors: Amounts falling due within one year	9	<u>(7,829)</u>	<u>(7,041)</u>
Net assets		<u>109,268</u>	<u>124,888</u>
Funds of the charity:			
Restricted income funds			
Restricted funds		26,566	26,471
Unrestricted income funds			
Unrestricted funds		<u>82,702</u>	<u>98,417</u>
Total funds	11	<u>109,268</u>	<u>124,888</u>

The financial statements on pages 13 to 24 were approved by the trustees, and authorised for issue on 6 October 2023 and signed on their behalf by:



.....
Neil Hilton
Trustee

TIME TO TALK BEFRIENDING
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022

1 Accounting policies

Statement of compliance

The financial statements have been prepared in accordance with 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 (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

Basis of preparation

Time To Talk Befriending meets the definition of a public benefit entity under FRS 102. The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

TIME TO TALK BEFRIENDING

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022 (CONTINUED)

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

TIME TO TALK BEFRIENDING

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022 (CONTINUED)

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Liabilities

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

TIME TO TALK BEFRIENDING

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022 (CONTINUED)

2 Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total 2022 £	Total 2021 £
Donations and legacies;				
Donations	28,795	-	28,795	77,392
Gift aid reclaimed	985	-	985	-
Grants, including capital grants;				
Grants	<u>121,735</u>	<u>127,525</u>	<u>249,260</u>	<u>204,526</u>
	<u>151,515</u>	<u>127,525</u>	<u>279,040</u>	<u>281,918</u>

3 Income from charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2022 £	Total 2021 £
Personal contributions	93	-	93	145
Service income	<u>1,050</u>	<u>-</u>	<u>1,050</u>	<u>-</u>
	<u>1,143</u>	<u>-</u>	<u>1,143</u>	<u>145</u>

4 Expenditure on raising funds

a) Costs of generating donations and legacies

	Unrestricted funds General £	Restricted funds £	Total 2022 £	Total 2021 £
Fundraising and related costs	<u>8,658</u>	<u>1,954</u>	<u>10,612</u>	<u>8,495</u>

TIME TO TALK BEFRIENDING

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022 (CONTINUED)

5 Expenditure on charitable activities

	Note	Unrestricted funds General £	Restricted funds £	Total 2022 £	Total 2021 £
Scheme member and project costs		25,266	13,486	38,752	19,614
Volunteer costs inc training		5,096	1,390	6,486	15,008
Charitable donations		-	-	-	200
Premises costs		12,144	5,084	17,228	13,015
Office equipment and supplies		1,667	64	1,731	1,478
Website and advertising		6,020	464	6,484	13,858
Telephone and internet		4,609	1,341	5,950	5,511
Postage and stationery		1,367	223	1,590	5,393
Insurance		1,071	391	1,462	1,626
IT equipment & support		3,447	1,248	4,695	6,309
Travel		1,671	48	1,719	194
Staff training & DBS		2,767	800	3,567	2,016
HR support		4,934	-	4,934	-
External administrative and project support		4,938	-	4,938	-
Professional fees		7,402	1,339	8,741	6,314
Sundry expenses		3,393	213	3,606	2,470
Bank and payment charges		344	-	344	212
Independent examination		585	225	810	750
Staff costs	7	72,994	99,160	172,154	150,803
		<u>159,715</u>	<u>125,476</u>	<u>285,191</u>	<u>244,771</u>

TIME TO TALK BEFRIENDING

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022 (CONTINUED)

6 Trustees remuneration and expenses

Emily Kenward received remuneration of £40,533 (2021: £38,333) as CEO and not as a trustee, and benefits in kind in the form of pension contributions amounting to £1,216 (2021: £1,150) in the current year.

Expenses incurred on behalf of the charity amounting to £626 (2021: £2,112) were reimbursed to Emily Kenward during the year.

Emily Kenward is our Founder & CEO and a Charity Commission audit in 2019 (whilst transitioning to becoming a CIO) confirmed no conflict of interest. However, in the interest of good governance, a decision has been made for Emily Kenward to step down as a trustee when new trustees are recruited in 2023.

Claire Godley received £163 (2021 - £Nil) for travel expenses and staff training services in the current year.

Gerhard Schulz was paid £6,010 (2021: £3,398) through his company, G Schulz & Company Ltd, for professional services as management accountant and consultant.

7 Staff costs

The aggregate payroll costs were as follows:

	2022 £	2021 £
Staff costs during the year were:		
Wages and salaries	159,497	140,739
Social security costs	8,093	6,046
Pension costs	4,564	4,018
	<u>172,154</u>	<u>150,803</u>

The monthly average number of persons (including senior management / leadership team) employed by the charity during the year expressed as full time equivalents was as follows:

	2022 No	2021 No
Staff	<u>10</u>	<u>9</u>

No employee received emoluments of more than £60,000 during the year

TIME TO TALK BEFRIENDING

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2022 (CONTINUED)

8 Debtors

	2022	2021
	£	£
Prepayments	<u>2,430</u>	<u>-</u>

9 Creditors: amounts falling due within one year

	2022	2021
	£	£
Trade creditors	6,209	6,363
Other taxation and social security	-	70
Other creditors	960	8
Accruals	<u>660</u>	<u>600</u>
	<u>7,829</u>	<u>7,041</u>

10 Pension and other schemes

Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £4,564 (2021 - £4,018).

Contributions totalling £960 (2021 - £5) were payable to the scheme at the end of the year and are included in creditors.

TIME TO TALK BEFRIENDING

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022 (CONTINUED)

11 Funds

	Balance at 1 January 2022 £	Incoming resources £	Resources expended £	Balance at 31 December 2022 £
Unrestricted funds				
General				
General Funds	98,417	152,658	(168,373)	82,702
Restricted funds				
Deans outreach	-	25,000	(25,000)	-
Big Lottery fund	21,068	74,525	(69,027)	26,566
Dementia fund	5,403	18,000	(23,403)	-
Direct scheme member costs fund	-	5,000	(5,000)	-
Anna Chaplaincy fund	-	5,000	(5,000)	-
	<u>26,471</u>	<u>127,525</u>	<u>(127,430)</u>	<u>26,566</u>
Total funds	<u>124,888</u>	<u>280,183</u>	<u>(295,803)</u>	<u>109,268</u>

Deans Outreach: Providing befriending for people aged 50+ living in the Deans area in Brighton and Hove as part of the Ageing Well Public Health Commission.

Big Lottery fund: Funding our work in Adur and Worthing until September 2024.

Dementia fund: Providing dementia inclusive befriending services for older people who have received a recent diagnosis or who are living with mild-moderate dementia as part of the Ageing Well Brighton and Hove commission.

Direct scheme member costs fund: Funding for specialist items and supplies for scheme members.

Anna Chaplaincy fund: Funding toward providing spiritual care to scheme members.

TIME TO TALK BEFRIENDING

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022 (CONTINUED)

	Balance at 1 January 2021 £	Incoming resources £	Resources expended £	Balance at 31 December 2021 £
Unrestricted funds				
General				
General Funds	45,466	149,480	(96,529)	98,417
Restricted funds				
Deans outreach	-	25,000	(25,000)	-
Big Lottery fund	14,034	65,313	(58,279)	21,068
Group befriending	10,687	-	(10,687)	-
Awards for All	-	9,770	(9,770)	-
Conversation with friends	5,904	-	(5,904)	-
Staying together, recovering together	20,000	-	(20,000)	-
Dementia fund	-	22,500	(17,097)	5,403
Direct scheme member costs fund	-	5,000	(5,000)	-
Anna Chaplaincy fund	-	5,000	(5,000)	-
	<u>50,625</u>	<u>132,583</u>	<u>(156,737)</u>	<u>26,471</u>
Total funds	<u>96,091</u>	<u>282,063</u>	<u>(253,266)</u>	<u>124,888</u>

TIME TO TALK BEFRIENDING

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2022 (CONTINUED)

12 Analysis of net assets between funds

	Unrestricted funds General £	Restricted funds £	Total funds at 31 December 2022 £
Current assets	90,531	26,566	117,097
Current liabilities	<u>(7,829)</u>	<u>-</u>	<u>(7,829)</u>
Total net assets	<u>82,702</u>	<u>26,566</u>	<u>109,268</u>

	Unrestricted funds General £	Restricted funds £	Total funds at 31 December 2021 £
Current assets	105,458	26,471	131,929
Current liabilities	<u>(7,041)</u>	<u>-</u>	<u>(7,041)</u>
Total net assets	<u>98,417</u>	<u>26,471</u>	<u>124,888</u>

TIME TO TALK BEFRIENDING

England & Wales - Charity number 1186555

Accounts

Annual Report and Financial Statements
for the Year Ended 31 December 2021

Time To Talk Befriending

Charity registration number: 1186555

Time To Talk Befriending

Contents

Reference and Administrative Details	1
Trustees' Report	2 to 9
Independent Examiner's Report	10
Statement of Financial Activities	11
Balance Sheet	12
Notes to the Financial Statements	13 to 22

Time To Talk Befriending

Reference and Administrative Details

Trustees	Emily Kenward Julie Williams (resigned 4 November 2021) Simon Lewis (resigned 26 May 2022) Neil Hilton Claire Godley Gerhard Schulz
Charity Registration Number	1186555
Principal Office	Citycoast Centre North Street Portslade Brighton BN41 1DG
Independent Examiner	J Irvine-Smith FCIE Independent Examiners Ltd 2 Broadbridge Business Centre Delling Lane Bosham Chichester West Sussex PO18 8NF
Bankers	HSBC 153 North Street Brighton East Sussex BN1 1SW

Time To Talk Befriending

Trustees' Report

The trustees present the annual report together with the financial statements of the charity for the year ended 31 December 2021.

Structure, governance and management

Nature of governing document

Time to Talk Befriending is a registered Charitable Incorporated Organisation (CIO), constitution dated 25 November 2019.

Recruitment and appointment of trustees

The management of the charity is the responsibility of the trustees who are elected and co-opted under the terms of the constitution.

Risk management

The trustees have assessed the major risks to which the Charity is exposed, in particular those related to the operations and finances of the Charity, and are satisfied that systems and procedures are in place to mitigate exposure to the major risks.

Objectives and activities

Objects and aims

The objects of the CIO are:

- to relieve loneliness and social isolation for the public benefit by promoting wellbeing and relieving the needs of those people who are lonely or isolated through the provision of goods and services of any kind in such parts of the United Kingdom or the world as the Trustees from time to time may think fit;
- to promote physical and mental wellbeing for the public benefit through the provision of pastoral care, spiritual support and chaplaincy services of any kind in such parts of the United Kingdom or the world as the Trustees from time to time think fit;
- to advance education and training of any kind in such ways and in such parts of the United Kingdom or the world as the Trustees from time to time may think fit; and
- to fulfil such other purposes which are exclusively charitable according to the law of England and Wales and are connected to the charitable work of the CIO as the Trustees from time to time shall determine.

Public benefit

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Time To Talk Befriending

Trustees' Report

Achievements and performance

Befriending

By the end of 2021 we were supporting a total of 539 befriending matches. 280 of which were new be-friendships between our scheme members and volunteers. We made 231 match ends due to death (57 of our members), changes in circumstances (i.e., move away into care/nursing home, ill health, able to get out and about again now that lockdown restrictions have eased), end of annual college placements.

The average age of our scheme members is 82. 49% are living with multiple long-term health conditions. 89% live alone. 11% are living with dementia. Approximately a third are housebound. Most of our volunteers are aged 20-55 years. In addition, we continue to provide befriending opportunities for sixth form students from a local college over the academic year.

Our befriending service operates across three areas in Sussex: Brighton and Hove, Adur and Worthing.

"My befriender, she has put sparks in my life! She makes me feel young and last week WE WENT OUT, it was great. It's been so long since I left my house. I can't thank you enough for helping me feel able to go out again".

"I felt well supported by the charity and through the challenges there was above and beyond support provided by the team. I felt listened to and was made to feel very comfortable when relaying my concerns in relation to my befriending match".

"We are both impressed with how well TTTB is organised and very appreciative of your thoughtful approach with us all."

Volunteers

Our work is only possible thanks to dedication of time and kindness of our volunteers, many of whom befriend more than one person. In 2021 volunteers provided over 20,000 hours of befriending helping our scheme members to feel "in the world again". We have 5 dedicated reviewers, all retired professionals with extensive experience (for example retired social workers, pastor and a social prescriber), who undertake all our volunteer and scheme member reviews. We also have an active team of volunteers who support our group befriending events. All of whom are integral to helping us provide socially inclusive activities for our members who would otherwise be isolated. We are truly grateful to all our volunteers for the significant difference they make in the lives of older people!

Time To Talk Befriending

Trustees' Report

Referrer Feedback

In January 2022, 39 referrers responded to a survey. Referrers include social prescribers, social workers, health workers, charity workers and emergency service workers. When asked about their overall experience of referring to Time to Talk Befriending, 79% said it was very good, 21% said good. Words used to describe the referring experience include 'responsive', 'efficient', 'friendly', 'helpful', 'simple', 'professional'. When asked if befriending made a difference to the people being referred, 87% said yes definitely, 13% said yes sometimes, and 3% said occasionally. For the full Referrers Report please visit www.tttb.org.uk/resources.

Group Befriending

Our Recovery and Reintegration Report, May 2021, (accessed via www.tttb.org.uk/resources) confirmed that 66% of survey participants were not ready to return to face-to-face activities. In August and September 2021, we called each of our scheme members to ask them about their preferences for face to face or telephone befriending or a blended model. We also enquired if they were now feeling ready to return to face-to-face groups. 29% were keen for groups to resume so we relaunched our group befriending offer in October 2021. By December 2021 109 older people were accessing our group befriending events.

"This is the first time I've been out since the first lockdown. Gosh it was overwhelming when the minibus arrived, and I first came into the room. But thank you for helping me feel at ease. It took a while to adjust to being with other people, but I loved it. I even made a friend. I couldn't have made it out without your help. It means the world".

Telephone group befriending is provided once a fortnight for those who are housebound and/or continuing to shield.

"I have just come off your telephone tea party call and enjoyed it immensely. The facilitation was excellent, with such thoughtful and engaging conversation starters. Charlotte ensured everybody had an opportunity to talk. The isolation and loneliness of those on the call was evident yet eased for this one hour of having the opportunity to talk with others". (Ageing Well Brighton and Hove Lead Provider / Partner).

Intergenerational Projects

We worked in partnership with Brighton College between 2019 – 2021 to produce Life Stories. Students were trained to become journalists using the Bridging Ages Life Story Model. Scheme members shared their memories and photos which resulted in published books about their lives. The outcome of this work can be found via our website <https://www.tttb.org.uk/intergenerational-projects>.

Signposting

We made 492 signposts/onward referrals to over 65 local and national organisations including Anxiety UK and wellbeing services. In 2020 signpost/rereferrals made were 418 compared to 314 pre-pandemic. So, in two years there has been a significant increase in unmet needs identified through our assessments and reviews with our scheme members.

Time To Talk Befriending

Trustees' Report

Reviews

Thanks to the long-standing support of retired five professionals, 622 individual reviews, with scheme members and volunteers were undertaken between January – December 2021.

Wellbeing Checks

We have seen a significant increase in welfare wellbeing checks over the past year whereby volunteer befrienders contact us after identifying that there has been a decline in the physical and/or mental health of our scheme members. Or there is no answer when they call or visit. Quite often our volunteers are the only regular social visitor/caller for our scheme members.

Communication

Our newsletters continue to be beneficial to our scheme members. They also provide opportunities for our scheme members and volunteers to contribute. Due to the majority of our 539 scheme members remaining offline by choice, a hard copy is sent to them by post. This is a costly and time-consuming process, but our members are keen for us to continue with our newsletter *because "it makes me feel like part of a community. It's great to read about and see different people, see faces, learn about others involved in the charity. The letter is important to me as I cannot attend in-person events."* For an example of our newsletter please visit our website www.tttb.org.uk/resources.

Our birthday cards to scheme members and volunteers also continue to be valued and appreciated. On average we send 60 handwritten cards per month. *"I don't get many cards these days. Thanks for brightening my birthday". "It means a lot to be thought about".*

Other regular communication includes 'thinking of you' cards from schools and colleges, get well soon cards, condolence cards to family and friends of those who have died (74 in 2020 and 57 in 2021 compared to an average of 19 per year prior to the pandemic) and thank you cards to those who contribute towards our work i.e., articles for our newsletters.

Support for Volunteers

As a result of research 'Staying Together Recovering Together' (accessed via www.tttb.org.uk/resources) and regular reviews with our volunteers we are providing additional training and support in the form of:

- Dementia friends' sessions.
- How to create meaningful moments with people living with dementia sessions.
- Bereavement and loss sessions.
- Wellbeing workshops.
- Peer support groups.
- Social events led by volunteers i.e., Pictionary, music event, quiz.
- Volunteers thank you event and Christmas party.

Time To Talk Befriending

Trustees' Report

- Resources (check out www.tttb.org.uk/resources) i.e., Navigating Difficult Conversations, A-Z of conversation starters etc.

In addition, in October 2021 we updated our induction training so that we could continue to recruit volunteers using the online method which has proven to better (for the charity and volunteers) than our pre-covid method of meeting volunteers in person in a group setting every 4-6 weeks. We asked all our existing volunteers to undertake the new safeguarding and boundaries training.

Anna Chaplaincy

We continue our affiliation with the national network Anna Chaplaincy enabling us to provide spiritual care to our scheme members, predominantly by helping them access places of worship and faith groups which are important to them. This service was developed because of our whole person assessments which highlighted that faith was important to some people but there was limited help available to access Churches, Mosques, Synagogues etc. in the community. We fundraise separately for this work. We have five volunteer chaplaincy befrienders within the team and three commissioned chaplains. We are linked with Brighton and Hove Faith in Action, a multi-faith charity, bringing together people from across the City who find common ground in wanting to help those we are vulnerable. One of our commissioned Anna Chaplains continues to offer a front-line response to our scheme members who call in distress, for example, low mood, or facing end of life situations. Effective referral pathways are used to enable our members to access more specialist support as required.

The Ageing Journey Project

The Ageing Journey project is a collaboration between Time to Talk Befriending, the Centre for Social Work Innovation and Research at the University of Sussex and Engaging with Ageing. Together with people of all ages we aim to capture how older age is viewed and identify how people embrace change throughout the life-course. The outcome of our research will enable us to co-produce resources which will be made available for people of all generations. The aim is to bridge the gap between all ages and encourage a more positive, realistic, and resilient mindset to ageing and the ageing journey. The project is likely to run until 2024. In 2021 we produced a video capturing the wisdom of Helen, Barbara and Tony. Check out www.tttb.org.uk/videos.

Preparing to Say Goodbye

We piloted our Preparing to Say Goodbye end of life toolkit, equipping professionals and volunteers with the tools and skills they need to prepare for conversations about death and dying with the people they are supporting. The toolkit is accompanied by half day training which has now been commissioned by Brighton and Hove Public Health for 2022 and 2023. 60% of participants said they strongly agree that the learning objectives were met. 40% said they agree that the learning objectives were met.

"I found the course visuals, discussions, break out rooms, role play and the opportunity to feedback so regularly really useful to process information as we went along. The course facilitators were all excellent, warm, and knowledgeable. It was great to be able to meet other professionals in such a intimate way with a sensitive subject. I especially felt encouraged to be open because of the robust and clear confidentiality guidance at the beginning and the pace of the course, well done!"

Time To Talk Befriending

Trustees' Report

Research Reports

In 2021 we produce two research reports and contributed towards the DCMS Loneliness Network resulting in the 'Emerging Together: The Tackling Loneliness Network Action Plan. For full details of these reports please visit www.tttb.org.uk/resources.

Public Health Campaigns

During Dementia Action Week we led and facilitated a Zoom group 'Best practice and barriers: diversity and inclusion' in partnership with Nubian Life Hammersmith and Fulham and Shadrach Mwale a senior researcher at the University of Brighton.

During Dying Matters Week we led and facilitated a conversation about 'What Makes a Good Place to Die and Why'. Findings from our conversations with academics, health and social care professionals, volunteers and chaplains can be accessed via www.tttb.org.uk/resources.

Financial review

Income for the year amounted to £282,063 (2020: £242,511) and expenditure £253,266 (2020: £217,381). The surplus was added to funds brought forward, with unrestricted funds being £98,417 at the year end.

Policy on reserves

The required level of reserves was to set aside three months running costs during the course of the year. The trustees consider that reserves at this level will ensure that, in the case of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to the ways in which additional funding may be raised.

Funding

We are truly grateful to all our funders for their support. Funding enables us to deliver services which are excellence accredited and relationship centered. Together, we are overcoming loneliness experienced by older people in the communities where we operate.

Grants and Trusts - Most of our income is through grants and trusts including regular funders and multi-year funders.

The Big Lottery -In April 2021 we were awarded an uplift grant. Building on the development work of initial 2.5-year National Lottery funding for Worthing, West Sussex, we were awarded 3 years additional funding in October 2021 enabling our work to continue in Worthing and in the new area of Adur, West Sussex.

Ageing Well Brighton and Hove - In 2019 we became sub-contractors of a Public Health Commission called Ageing Well Brighton and Hove which offers a programme of services and activities for people living in Brighton and Hove aged 50+. Our part within the partnership is to provide dementia inclusive befriending City wide and befriending services in Saltdean, Woodingdean, Rottingdean and Ovingdean where the highest proportion of older people aged 65+ reside.

Time To Talk Befriending

Trustees' Report

Laing Family Trust - Funding specifically for our Anna Chaplaincy work.

Staying Together Recovering Together - Enabling us to continue our recovery and reintegration work following the pandemic providing services for older people and volunteers based on their wants and needs identified through surveys and reviews.

Donations - In December 2021 a special Carol Concert was held in Middle Temple Hall, London. We are truly grateful to the family who organize the event and their partners for choosing Time to Talk Befriending as their charity of the year. The donations were significant and helped to make a big difference.

Going concern

After making appropriate enquiries, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements.

Time To Talk Befriending

Trustees' Report

Statement of Trustees' Responsibilities

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The law applicable to charities requires the trustees to prepare financial statements 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 of the charity for that period. In preparing these financial statements, 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;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

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 financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the constitution. The trustees 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 annual report was approved by the trustees of the charity on 13 October 2022 and signed on its behalf by:



.....
Neil Hilton
Trustee

Time To Talk Befriending

Independent Examiner's Report to the trustees of Time To Talk Befriending

I report to the trustees on my examination of the accounts of Time To Talk Befriending for the year ended 31 December 2021.

Responsibilities and basis of report

As the charity trustees of Time To Talk Befriending you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Time To Talk Befriending's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

Since Time To Talk Befriending'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 the Association of Independent Examiners, which is one of the listed bodies.

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

1. accounting records were not kept in respect of Time To Talk Befriending as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.



.....
J Irvine-Smith FCIE
Independent Examiners Ltd
2 Broadbridge Business Centre
Delling Lane
Bosham
Chichester
West Sussex
PO18 8NF

13 October 2022

Time To Talk Befriending

Statement of Financial Activities for the Year Ended 31 December 2021

	Note	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
Income and Endowments from:					
Donations and legacies	2	149,335	132,583	281,918	242,290
Charitable activities	3	<u>145</u>	<u>-</u>	<u>145</u>	<u>221</u>
Total income		<u>149,480</u>	<u>132,583</u>	<u>282,063</u>	<u>242,511</u>
Expenditure on:					
Raising funds	4	8,495	-	8,495	9,008
Charitable activities	5	<u>88,034</u>	<u>156,737</u>	<u>244,771</u>	<u>208,373</u>
Total expenditure		<u>96,529</u>	<u>156,737</u>	<u>253,266</u>	<u>217,381</u>
Net income/(expenditure)		52,951	(24,154)	28,797	25,130
Gross transfers between funds/Transfer from unincorporated charity		<u>-</u>	<u>-</u>	<u>-</u>	<u>70,961</u>
Net movement in funds		52,951	(24,154)	28,797	96,091
Reconciliation of funds					
Total funds brought forward		<u>45,466</u>	<u>50,625</u>	<u>96,091</u>	<u>-</u>
Total funds carried forward	11	<u><u>98,417</u></u>	<u><u>26,471</u></u>	<u><u>124,888</u></u>	<u><u>96,091</u></u>

The notes on pages 13 to 22 form an integral part of these financial statements.

Time To Talk Befriending

Balance Sheet as at 31 December 2021

	Note	2021 £	2020 £
Current assets			
Debtors	8	-	284
Cash at bank and in hand		<u>131,929</u>	<u>98,582</u>
		131,929	98,866
Creditors: Amounts falling due within one year	9	<u>(7,041)</u>	<u>(2,775)</u>
Net assets		<u>124,888</u>	<u>96,091</u>
Funds of the charity:			
Restricted income funds			
Restricted funds		26,471	50,625
Unrestricted income funds			
Unrestricted funds		<u>98,417</u>	<u>45,466</u>
Total funds	11	<u>124,888</u>	<u>96,091</u>

The financial statements on pages 11 to 22 were approved by the trustees, and authorised for issue on 13 October 2022 and signed on their behalf by:



.....
Neil Hilton
Trustee

The notes on pages 13 to 22 form an integral part of these financial statements.

Time To Talk Befriending

Notes to the Financial Statements for the Year Ended 31 December 2021

1 Accounting policies

Statement of compliance

The financial statements have been prepared in accordance with 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 (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

Basis of preparation

Time To Talk Befriending meets the definition of a public benefit entity under FRS 102. The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Time To Talk Befriending

Notes to the Financial Statements for the Year Ended 31 December 2021

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Time To Talk Befriending

Notes to the Financial Statements for the Year Ended 31 December 2021

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Liabilities

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees's discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Time To Talk Befriending

Notes to the Financial Statements for the Year Ended 31 December 2021

2 Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total 2021 £	Total 2020 £
Donations and legacies;				
Donations	39,579	37,813	77,392	20,473
Grants, including capital grants;				
Grants	<u>109,756</u>	<u>94,770</u>	<u>204,526</u>	<u>221,817</u>
	<u>149,335</u>	<u>132,583</u>	<u>281,918</u>	<u>242,290</u>

3 Income from charitable activities

	Unrestricted funds General £	Total 2021 £	Total 2020 £
Charitable activities	<u>145</u>	<u>145</u>	<u>221</u>

4 Expenditure on raising funds

a) Costs of generating donations and legacies

	Note	Unrestricted funds General £	Total 2021 £	Total 2020 £
Fundraising and related costs		<u>8,495</u>	<u>8,495</u>	<u>9,008</u>

Time To Talk Befriending

Notes to the Financial Statements for the Year Ended 31 December 2021

5 Expenditure on charitable activities

	Note	Unrestricted funds General £	Restricted funds £	Total 2021 £	Total 2020 £
Scheme member and project costs		11,428	8,186	19,614	17,355
Volunteer costs inc training		5,039	9,969	15,008	11,041
Charitable donations		200	-	200	500
Premises costs		9,285	3,730	13,015	18,086
Office equipment and supplies		1,478	-	1,478	1,061
Website and advertising		7,417	6,441	13,858	6,847
Telephone and internet		3,761	1,750	5,511	4,274
Postage and stationery		2,405	2,988	5,393	7,894
Insurance		1,626	-	1,626	1,531
IT equipment & support		5,828	481	6,309	3,799
Travel		178	16	194	384
Staff training & DBS		1,964	52	2,016	914
Sundry expenses		2,448	22	2,470	1,325
Professional fees		5,838	476	6,314	7,506
Bank and payment charges		212	-	212	-
Independent examination		750	-	750	750
Staff costs	7	<u>28,177</u>	<u>122,626</u>	<u>150,803</u>	<u>125,106</u>
		<u>88,034</u>	<u>156,737</u>	<u>244,771</u>	<u>208,373</u>

Time To Talk Befriending

Notes to the Financial Statements for the Year Ended 31 December 2021

6 Trustees remuneration and expenses

Two trustees received remuneration and benefits in the form of pension contributions amounting to: E Kenward: remuneration £38,333 (2020: £30,557), pension £1,150 (2020: £900) and J Williams: remuneration £17,437 (2020: £13,725), pension £523 (2020: £400). Their remuneration was entirely for duties as employees and not as trustees.

E Kenward received reimbursement of £2,112 (2020: £4,099) for purchases made on behalf of the charity during the year in the course of her duties as employee.

G Schulz, a trustee, was paid £3,398 (2020: £3,866) through his company, G Schulz & Company Ltd, for professional services as management accountant.

The charity employed the daughter of S Lewis, a trustee, as bookkeeper. The total paid to her was £6,909 (2020: self-employed £1,238).

In 2020 the charity moved to premises at the City Coast Centre which are owned by Citycoast Trust. S Lewis is a trustee of both charities. The total rent paid to the City Coast Centre was £11,440 (2020: £3,400).

7 Staff costs

The aggregate payroll costs were as follows:

	2021	2020
	£	£
Staff costs during the year were:		
Wages and salaries	140,739	119,058
Social security costs	6,046	2,680
Pension costs	4,018	3,368
	<u>150,803</u>	<u>125,106</u>

The monthly average number of persons (including senior management / leadership team) employed by the charity during the year expressed as full time equivalents was as follows:

	2021	2020
	No	No
Staff	<u>9</u>	<u>9</u>

No employee received emoluments of more than £60,000 during the year

Time To Talk Befriending

Notes to the Financial Statements for the Year Ended 31 December 2021

8 Debtors

	2021 £	2020 £
Other debtors	-	284

9 Creditors: amounts falling due within one year

	2021 £	2020 £
Trade creditors	6,363	1,415
Other taxation and social security	70	-
Other creditors	8	-
Accruals	600	600
Deferred income	-	760
	<u>7,041</u>	<u>2,775</u>

10 Pension and other schemes

Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £4,018 (2020 - £3,368).

Time To Talk Befriending

Notes to the Financial Statements for the Year Ended 31 December 2021

11 Funds

	Balance at 1 January 2021 £	Incoming resources £	Resources expended £	Balance at 31 December 2021 £
Unrestricted funds				
General				
General Funds	45,466	149,480	(96,529)	98,417
Restricted funds				
Deans outreach	-	25,000	(25,000)	-
Big Lottery fund	14,034	65,313	(58,279)	21,068
Group befriending	10,687	-	(10,687)	-
Awards for All	-	9,770	(9,770)	-
Conversation with friends	5,904	-	(5,904)	-
Staying together, recovering together	20,000	-	(20,000)	-
Dementia fund	-	22,500	(17,097)	5,403
F Winham fund	-	5,000	(5,000)	-
Anna Chaplaincy fund	-	5,000	(5,000)	-
	<u>50,625</u>	<u>132,583</u>	<u>(156,737)</u>	<u>26,471</u>
Total funds	<u>96,091</u>	<u>282,063</u>	<u>(253,266)</u>	<u>124,888</u>

Deans Outreach: Providing befriending for people aged 50+ living in the Deans area in Brighton and Hove as part of the Ageing Well Public Health Commission.

Big Lottery fund: Provided an uplift grant to support our work during the pandemic. In addition, building on the development work of initial funding for Worthing, West Sussex, further funding was awarded to continue in Worthing and in the new area of Adur, West Sussex.

Group Befriending: To help our scheme members to be socially included through a range of group activities including intergenerational projects with schools and colleges.

Awards for All: Part of our post pandemic 'Staying Together Recovering Together' programme providing peer support for our volunteers.

Emergency (Covid-19): To support work during the pandemic including significant increase in demand for befriending as well as emergency food provision for older people living in food poverty.

Conversations with Friends: To encourage peer connections between scheme members to help build confidence, friendships and enjoy quality time together from a safe distance.

Time To Talk Befriending

Notes to the Financial Statements for the Year Ended 31 December 2021

Staying Together Recovering Together: For core costs for the new phase of work following the pandemic.

Dementia fund: Providing dementia inclusive befriending services for older people who have received a recent diagnosis or who are living with mild-moderate dementia as part of the Ageing Well Brighton and Hove commission.

F Winham fund: Funding for scheme member costs only.

Anna Chaplaincy fund: To promote and expand the Anna Chaplaincy work.

	Balance at 1 January 2020 £	Incoming resources £	Resources expended £	Transfers from un- incorporated charity £	Balance at 31 December 2020 £
Unrestricted funds					
General					
General Funds	-	88,687	(89,846)	46,625	45,466
Restricted funds					
Deans outreach	-	25,000	(25,000)	-	-
Big Lottery fund	-	58,870	(55,875)	11,039	14,034
Group befriending	-	-	(2,610)	13,297	10,687
Christmas event	-	3,300	(3,300)	-	-
Awards for All	-	15,000	(15,000)	-	-
Emergency (Covid 19) fund	-	25,750	(25,750)	-	-
Conversation with friends	-	5,904	-	-	5,904
Staying together, recovering together	-	20,000	-	-	20,000
	-	153,824	(127,535)	24,336	50,625
Total funds	-	242,511	(217,381)	70,961	96,091

Time To Talk Befriending

Notes to the Financial Statements for the Year Ended 31 December 2021

12 Analysis of net assets between funds

	Unrestricted funds General £	Restricted funds £	Total funds at 31 December 2021 £
Current assets	105,458	26,471	131,929
Current liabilities	<u>(7,041)</u>	<u>-</u>	<u>(7,041)</u>
Total net assets	<u><u>98,417</u></u>	<u><u>26,471</u></u>	<u><u>124,888</u></u>

	Unrestricted funds General £	Restricted funds £	Total funds at 31 December 2020 £
Current assets	48,241	50,625	98,866
Current liabilities	<u>(2,775)</u>	<u>-</u>	<u>(2,775)</u>
Total net assets	<u><u>45,466</u></u>	<u><u>50,625</u></u>	<u><u>96,091</u></u>

TIME TO TALK BEFRIENDING

England & Wales - Charity number 1186555

Accounts

TIME TO TALK BEFRIENDING

**ANNUAL REPORT AND
FINANCIAL STATEMENTS
FOR
THE FIRST PERIOD ENDED
31st DECEMBER 2020**

CHARITABLE INCORPORATED ORGANISATION

CIO NUMBER 1186555

Independent Examiners Ltd
Unit 2
The Broadbridge Business Centre
Delling Lane
Bosham
West Sussex
PO18 8NF

TIME TO TALK BEFRIENDING

CONTENTS

Pages 3 to 8	Report of the Trustees
Page 9	Statement of Financial Activities
Page 10	Balance Sheet
Pages 11 to 15	Notes to the Financial Statements
Page 16	Independent Examiners Report to the Trustees

TIME TO TALK BEFRIENDING
REPORT OF THE TRUSTEES
FOR THE FIRST PERIOD ENDED 31 DECEMBER 2020

LEGAL AND ADMINISTRATIVE INFORMATION

CIO NUMBER	1186555
START OF FINANCIAL PERIOD	25 November 2019
END OF FINANCIAL PERIOD	31 December 2020
TRUSTEES AT 31 DECEMBER 2020	Emily Kenward Julie Williams Simon Lewis Neil Hilton Claire Godley Gerhard Schulz (appointed 15 October 2020)
CORRESPONDENCE ADDRESS	Citycoast Centre North Street Portslade Brighton BN41 1DG
GOVERNING DOCUMENT	Constitution dated 25 November 2019
BANKERS	HSBC 153 North Street Brighton East Sussex BN1 1SW
INDEPENDENT EXAMINER	L M Tempest Independent Examiners Ltd Unit 2 The Broadbridge Business Centre Delling Lane Bosham West Sussex PO18 8NF

TIME TO TALK BEFRIENDING

REPORT OF THE TRUSTEES FOR THE FIRST PERIOD ENDED 31 DECEMBER 2020

The Trustees present their annual report together with the financial statements of the CIO for the period 25 November 2019 to 31 December 2020.

On 31 December 2019 the assets and liabilities of the charity Time to Talk Befriending (registered charity 1147885) were transferred to the CIO number 1186555, who then began operating. This report therefore covers the first period of activity, from 1 January 2020 to 31 December 2020.

OBJECTS

The objects of the CIO are:

- to relieve loneliness and social isolation for the public benefit by promoting wellbeing and relieving the needs of those people who are lonely or isolated through the provision of goods and services of any kind in such parts of the United Kingdom or the world as the Trustees from time to time may think fit;
- to promote physical and mental wellbeing for the public benefit through the provision of pastoral care, spiritual support and chaplaincy services of any kind in such parts of the United Kingdom or the world as the Trustees from time to time think fit;
- to advance education and training of any kind in such ways and in such parts of the United Kingdom or the world as the Trustees from time to time may think fit; and
- to fulfil such other purposes which are exclusively charitable according to the law of England and Wales and are connected to the charitable work of the CIO as the Trustees from time to time shall determine.

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit.

REVIEW OF THE YEAR

The year 2020 was the year of change! Like most organisations we had to adapt our service quickly as a result of the pandemic to ensure that our scheme members and volunteers needs were being met. We completely transitioned our service to operate remotely by the end of March 2020 while still maintaining our standards for assessments, reviews and recruitment which enabled us to receive an accreditation of "excellence" following a Quality Assurance review by the national membership organisation Befriending Networks in March 2020. For the purpose of this report we have broken down the work we undertook throughout the year as follows:

Scheme member and volunteer data in 2020:

- By the end of December 2020 we were supporting 531 befriending matches between scheme members and volunteers compared to 325 matches in December 2019.
- The average age of our scheme members is 82.
- The majority of our volunteers are aged 20-55 years.
- 89% of our scheme members report to be very satisfied or satisfied with our service.
- 94% of our volunteers would recommend befriending to their friends and family.
- We made 418 signposts / onward referrals for our scheme members, helping them to access other services or activities of interest to them and to help meet an unmet need.
- In 2020 there were 46 scheme member deaths compared to an average of 20 per year.
- Birthday cards were handwritten and sent to every scheme member and volunteer. On average in 2020, 50 cards were sent each calendar month via the Royal Mail although this number increased to 70 per month in October 2020. For most of our members this is the only card they will receive on their birthday. We also include our volunteers who play an integral role in helping to overcome loneliness.
- We posted over 2500 newsletters, emergency information packs, activity packs, and letters about safe befriending during the pandemic throughout the year.
- 12 separate volunteer training sessions were delivered: Dementia Friends sessions, how to create meaningful moments with people living with dementia using the INGREDIENTS cards model developed by partner and friend of the Charity Charlotte Evans (Story Chaplain www.storychaplain.com), and Bereavement and Loss training provided thanks to support from former Sussex County Hospital, Brighton Chaplain and Psychotherapist Peter Wells.

TIME TO TALK BEFRIENDING

REPORT OF THE TRUSTEES (Continued) FOR THE FIRST PERIOD ENDED 31 DECEMBER 2020

REVIEW OF THE YEAR (continued)

Operationally we managed the increase in demand for our service and complexity by:

- Extending staff hours.
- Increasing our voluntary staff team made up of retired professionals including social workers who undertake reviews of the befriending matches with our scheme members and volunteers.
- Applied for additional emergency funds.
- The Trustees met every fortnight.
- Increased one to one support, training and resources for volunteers to help them in their befriending role.

The breakdown of work undertaken in 2020 is as follows:

January – March 2020

Between January – March 2020 we were matching on average 12 older people and volunteers per month.

January and February 2020 we continued our group befriending activities helping 75 older people to regularly connect with each other. Group befriending consisted of laughter, friendship and quality time together sharing tea, cake and refreshments. These activities were delivered in partnership with our long standing partners City Coast Church, Brighton St Mary's Church and sixth formers from Brighton College.

We decided to cease our group befriending activities prior to the official first lockdown in March 2020 due to the potential vulnerabilities of our members the majority of whom are aged 80+, living alone, and with at least one long term health condition reported at the point of referral. We called our 357 scheme members to identify their immediate needs and responded to their requirements by:

- Partnering with Victim Support to help make emergency calls to our scheme members to ascertain their immediate wants and needs.
- Transitioning our existing befriending matches to telephone befriending.
- Transitioning our volunteer recruitment so it was all undertaken online and via the telephone.
- Setting up an extensive directory of food delivery services and practical help services.
- Setting up a food outreach centre with our existing partner City Coast Church providing emergency food parcels for 139 of our scheme members in the short term while also helping them to set up long term options for food delivery i.e. setting up accounts with local and national providers. This initial outreach within the first few weeks of lockdown was made possible thanks to the kind and generous offer to use the City Coast Centre building and food donations provided by one of our partners Hove Park School.
- Requests for a call from our inhouse Anna Chaplain increased by 10% within the first week of lockdown (self referrals from scheme members).

April – August 2020

- An additional 231 scheme members were assessed, matched with a befriender and reviewed.
- An additional 218 volunteers were recruited, interviewed, matched and reviewed as befrienders.
- 37 chaplaincy matches for older people who requested spiritual care were organised through our Anna chaplaincy team.
- We extended our service into a new geographical area in response to a need identified through the Adur and Worthing Council emergency hub for long term befriending for older people living in Adur, West Sussex.
- We were supporting higher numbers of people living with dementia (20% of our members).
- Our food outreach transitioned to become a Brighton and Hove city-wide offer for people aged 50+ living in food poverty. Referrals came via the Council emergency hub and the Brighton and Hove Food Partnership. Thanks to existing relationships with City Coast Church where our center was based, Nourish Catering and Events who produced fresh meals using the Kitchen at Exeter Street Hall and over 60 regular volunteers and drivers. Over 3000 fresh home cooked meals were made from donations and food waste and delivered to older people on a weekly basis. 75 emergency care packages were delivered each week providing essential non-perishable items such as toilet roll, tins and toiletries along with fresh items such as eggs, milk and bread. This outreach ended in August 2020 as a result of other more long standing food providers being set up across the City. The team worked hard to signpost people for ongoing support as part of the transition handover.

TIME TO TALK BEFRIENDING

REPORT OF THE TRUSTEES (Continued) FOR THE FIRST PERIOD ENDED 31 DECEMBER 2020

REVIEW OF THE YEAR (continued)

- Other partnerships flourished for example; the Brighton and Hove Food Partnership provided integral support to ensure that food provision was maintained on a weekly basis. Local individuals, organisations, churches and faith groups contributed weekly to food donations. Various businesses raised funds to support our work. We partnered with Impact Initiatives (who are lead providers on a commission called Ageing Well Brighton and Hove of which we are sub-contractors) to deliver home cooked meals to residents of local Seniors Housing Schemes, and we also worked together with Sussex Indian Punjabi society and other local BAME groups to raise awareness of loneliness during COVID19 and how it's impact on social well-being can be improved. In addition, our partnership with American Express began. This collaboration proved to be integral in helping us meet the increased demand for telephone befriending.
- Intergenerational partnerships continued with Brighton College students who reached out to offer telephone befriending to our members during the pandemic. We developed a model for pen pal writing in preparation for work with Worthing College which we hope will evolve further as restrictions ease. Hove Park School continued to provide helpful food donations and MET college provided integral support with transport to deliver meals and food parcels.
- We increased the amount of support available for our volunteers in response to the noticeable decline in our members physical and mental wellbeing and the significant amount of loss we have experienced as a result of the pandemic. We did this in partnership with consultants who we have a proven track record of working successfully with. For example; Charlotte Evans (Story Chaplain, www.storychaplain.com) who provides expertise, creativity and resources on an ongoing basis to help us provide a dementia inclusive service, and former hospital lead chaplain Peter Wells provides training and one to one support to our team and volunteers on the important topic of bereavement and loss.
- We produced top tip guides, resources, and delivered workshops on how to create meaningful moments with older people living with dementia, bereavement and loss, doorstep pop rounds (endorsed by Public Health) and guides for telephone befriending. Resources were shared internally with volunteers and externally with local commissioners, partners, and national organisations such as Befriending Networks and Anna Chaplaincy.
- Doorstep distanced visits commenced during the warmer months (not during lockdown) using our doorstep pop round guidance which was endorsed by Brighton and Hove Public Health.
- We provided emergency COVID19 postal packs and more frequent newsletters sent through the post including a high level of signposting information, positive stories of encouragement, and supportive messages to help our scheme members to feel connected during this time of social distancing.

September – December 2020

- Referrals slowed down and averaged at 12 per month.
- Volunteer applications slowed down and averaged at 18 per month.
- A new cohort of Brighton College students were trained and matched for telephone befriending.
- A new cohort of Brighton College students were trained and matched for Life Stories using the Bridging Ages Model. The 2019/2020 Life Stories projects were also reinstated and supported to be completed in 2021.
- We were commissioned as sub-contractors to deliver befriending for older people living with dementia (early diagnosis) through an existing partnership within the Ageing Well Brighton and Hove Public Health Commission. The staff team undertook specialist training to further prepare for the increase in referrals for people living with dementia delivered by friend of the charity, Occupational Therapist and consultant Fran Hamilton. The training was entitled 'Learning from Living with Dementia' produced by Buz Loveday, Dementia Trainers and co-produced with Educate.
- We piloted 'At home with the seasons' in partnership with Charlotte Evans (Story Chaplain) and Plot 22 community garden. A small group of 4 volunteers and 2 facilitators (keeping to the restricted number of people allowed in a group) explored the senses using nature as a way of connecting with older people. The aim is for volunteers to bring the outside, inside to members who are housebound once home visiting is possible again.
- We undertook research with a sample of 15% of volunteers and scheme members. The aim was to capture their experiences of lockdown, the impact our service has had on them, and their ideas for service provision going forward so that we can plan ahead for the future. The methodology, findings, and recommendations following the survey are detailed within this report. The results of which have contributed towards the next phase of our work which we are calling Staying Together, Recovering Together. A full copy of the report can be found in the resources section of our website www.tttb.org.uk.

TIME TO TALK BEFRIENDING

REPORT OF THE TRUSTEES (Continued) FOR THE FIRST PERIOD ENDED 31 DECEMBER 2020

REVIEW OF THE YEAR (continued)

- We piloted new workshops developed by Charlotte Evans (Story Chaplain) called 'Use Your Marbles' (how to maintain good brain health) and 'What's On Your Plate' (wellbeing workshops) and set dates in the diary for 2021 to deliver these workshops to our volunteers.
- We continued to provide bi-monthly newsletters which as a result of the survey findings are proven to create a sense of belonging for our members.
- We piloted 'Cook&Share' Adur and Worthing. A befriending match between an older person experiencing loneliness and a volunteer who makes a home cooked meal and drops it at the older neighbours door. The concept was developed by Worthing based CiC We Are Food Pioneers. In 2020 we supported a small cohort of Cook&Share matches but the project could not grow any further due to restrictions regarding lockdown. The development of this project will be reviewed in Spring 2021.
- In December 2020 our Thinking of you at Christmas campaign consisted of home made packages sent through the post to our scheme members and volunteers. 947 packages were sent via Royal Mail which included a festive scented candle, candy cane with a heart 'hug' tag, quality street, peace poem by Maya Angelou, a card from a young person from Hove Park School, and 'What's In Your Bag' conversation starters. Ordinarily our Christmas outreach activities are aimed at our older members helping them to feel connected and remembered at this time of year. But in light of our volunteers also experiencing isolation as a result of lockdown, and the integral role they play in helping us to overcome loneliness, we felt it was important to let them also know we were thinking of them this Christmas. Feedback includes: *"I just wanted to say a big thank you for the lovely surprise I've received in the post. That was so kind and thoughtful of you. It's certainly been a difficult year so this was definitely a cheer me up!"* Volunteer, 44, Kempton, and *"I was in a really low place so when I sat on the bed and opened the package you sent me, it literally brought me to tears. It means such a lot to be thought about in this way. Thank you. I am so glad I am not on my own".* Scheme member aged 89 years.
- We held our first volunteer social gathering via Zoom. We held polls to identify common themes to help us plan for peer support groups in 2021 (in response to survey findings). Volunteers shared stories about how impactful befriending has been for them and we hosted a quiz with prizes which was enjoyed by all. The peer group was supported by friend of the Charity (and volunteer befriender) Paul Marley from One Constant.
- Invited to be part of the Department for Culture Media and Sports Loneliness Network Task and Finish Group. Working alongside national organisations such as Independent Age and Age UK we contributed towards recommendations made to Government about the wants and needs of older people. Morgan Vine, Head of Policy and Influencing at Independent Age said "Emily from TTB was a member of the older people's advisory group for the Tackling Loneliness Network which I chaired. Emily's considered and insightful contribution to this group was really invaluable. Her passion to improve the lives of older people was clear and she made several really useful suggestions which I know other group members found very helpful. Her input has contributed to us creating robust recommendations for Government, and other bodies, to improve loneliness across the UK."
- Keynote Speech at the National Befriending Networks Conference in November 2020. Our Founder Emily spoke about Befriending in the context of being Sustainable.

FINANCIAL REVIEW

Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

Reserves policy

The required level of reserves was to set aside three months running costs during the course of the year. The Trustees consider that reserves at this level will ensure that, in the case of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to the ways in which additional funding may be raised.

TIME TO TALK BEFRIENDING

REPORT OF THE TRUSTEES (Continued) FOR THE FIRST PERIOD ENDED 31 DECEMBER 2020

STRUCTURE, GOVERNANCE AND MANAGEMENT

Constitution

Time to Talk Befriending is a registered Charitable Incorporated Organisation, number 1186555.

Methods of appointment or election of Trustees

The management of the charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Constitution.

Financial risk management

The Trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the charity, and are satisfied that systems and procedures are in place to mitigate exposure to the major risks.

TRANSFER FROM UNINCORPORATED CHARITY TO CHARITABLE INCORPORATED ORGANISATION

The unincorporated charity Time to Talk Befriending (registered charity no. 1147885) discussed and agreed the formation of a Charitable Incorporated Organisation and the CIO was duly registered on 25 November 2019 (no. 1186555). The Trustees agreed to transfer all of the assets and liabilities of the Excepted Charity to the CIO on 31 December 2019.

Trustees' Responsibilities

The Charities Act 2011 requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the CIO and of the surplus of the CIO for that period. In preparing those financial statements the Trustees are required to:

- select suitable accounting policies and apply them consistently;
- make judgments and estimates that are reasonable and prudent; and
- prepare financial statements on the going concern basis unless it is inappropriate to presume that the CIO will continue in existence.

The trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the trust. They are also responsible for safeguarding the assets of the trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Date: 6 April 2021

Signature: 

N Hilton

TIME TO TALK BEFRIENDING

STATEMENT OF FINANCIAL ACTIVITIES FOR THE FIRST PERIOD ENDED 31 DECEMBER 2020

Incorporating income and expenditure account

	Note	Unrestricted Funds £	Restricted Funds £	TOTAL 2020 £
INCOMING RESOURCES				
Income and Endowments from:				
Donations and Legacies	2a	88,466	153,824	242,290
Charitable Activities	2b	221	-	221
Other Trading Activities		-	-	-
Investments		-	-	-
Other		-	-	-
TOTAL		88,687	153,824	242,511
RESOURCES EXPENDED				
Expenditure on:				
Raising Funds	3a	9,008	-	9,008
Charitable Activities	3b	80,838	127,535	208,373
Other		-	-	-
TOTAL		89,846	127,535	217,381
NET INCOME/(EXPENDITURE) BEFORE INVESTMENT GAINS/(LOSSES)		(1,159)	26,289	25,130
Net gains/(losses) on investments				
NET INCOME/(EXPENDITURE)		(1,159)	26,289	25,130
Transfers between funds		-	-	-
Other recognised gains/(losses):		-	-	-
NET MOVEMENT IN FUNDS		(1,159)	26,289	25,130
RECONCILIATION OF FUNDS:				
Total Funds Brought Forward		-	-	-
Transfer of Funds	10	46,625	24,336	70,961
TOTAL FUNDS CARRIED FORWARD		45,466	50,625	96,091

Movements on all reserves and all recognised gains and losses are shown above. All of the organisation's operations are classed as *continuing*.

TIME TO TALK BEFRIENDING

BALANCE SHEET AS AT 31 DECEMBER 2020

	Note	Unrestricted Funds £	Restricted Funds £	31-Dec-20 Total £
Fixed Assets				
Tangible assets		-	-	-
Current Assets				
Stocks		-	-	-
Debtors	5	284	-	284
Cash at bank and in hand	6	47,957	50,625	98,582
Total Current Assets		48,241	50,625	98,866
Creditors: amounts falling due within one year	7	2,775	-	2,775
NET CURRENT ASSETS		45,466	50,625	96,091
TOTAL ASSETS less current liabilities		45,466	50,625	96,091
Creditors: amounts falling due in more than one year		-	-	-
NET ASSETS		45,466	50,625	96,091
Funds of the CIO				
General Funds		45,466	-	45,466
Restricted Funds	8	-	50,625	50,625
Total Funds		45,466	50,625	96,091

The financial statements were approved and authorised for issue by the Trustees on 6 April 2021 and signed on their behalf by:



Signature

N Hilton

The notes on pages 10 to 15 form part of these financial statements.

TIME TO TALK BEFRIENDING

NOTES TO THE FINANCIAL STATEMENTS FOR THE FIRST PERIOD ENDED 31 DECEMBER 2020

Basis of preparation:

The financial statements have been prepared in accordance with 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 (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

1. ACCOUNTING POLICIES

The particular accounting policies adopted are set out below.

INCOME

Recognition of Income

These are included in the Statement of Financial Activities (SoFA) when:

- the CIO becomes entitled to the income;
- it is more likely than not that the Trustees will receive the resources; and
- the monetary value can be measured with sufficient reliability.

Offsetting

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102.

Grants and Donations

Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS 102 SORP).

Contractual Income and Performance Related Grants

This is only included in the SoFA once the CIO has provided the related goods or services or met the performance related conditions.

Gifts in Kind

Gifts in kind for use by the CIO are included in the SoFA as income from donations when receivable.

Volunteer Help

The value of any voluntary help received is not included in the accounts but is described in the Trustees' annual report.

Income from interest, royalties and dividends

This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.

Investment Gains and Losses

This included any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

Insurance claims

Insurance claims are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS 102 SORP) and are included as an item of other income in the SoFA.

TIME TO TALK BEFRIENDING

NOTES TO THE FINANCIAL STATEMENTS FOR THE FIRST PERIOD ENDED 31 DECEMBER 2020

1. ACCOUNTING POLICIES (continued)

EXPENDITURE AND LIABILITIES

Liability Recognition

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the CIO to pay out resources and the amount of the obligation can be measured with reasonable certainty.

Grants with Performance Conditions

Where the CIO gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SOFA once the recipient of the grant has provided the specified service or output.

Grants Payable without Performance Conditions

Where there are no conditions attaching to the grant that enables the donor CIO to realistically avoid the commitment, a liability for the full funding obligation must be recognised.

Creditors

The CIO has creditors which are measured at settlement amounts less any trade discounts.

Deferred income

No material item of deferred income has been included in the accounts.

Provisions for liabilities

A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date

Assets

Investments

Fixed asset investments in quoted shares, traded bonds and similar investments are valued at initially at cost and subsequently at fair value (their market value) at the year end. The same treatment is applied to unlisted investments unless fair value cannot be measured reliably in which case it is measured at cost less impairment.

Debtors

Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the CIO. Subsequently, they are measured at the cash or other consideration expected to be received.

Tangible Fixed Assets

These are capitalised if they can be used for more than one year, and cost at least £1,000. They are valued at cost or, if gifted, at the value to the CIO on receipt.

The CIO currently holds no tangible fixed assets.

2. ANALYSIS OF INCOME

a) Donations and Legacies

	Unrestricted Funds £	Restricted Funds £	TOTAL 2020 £
Grants	71,903	149,914	221,817
Donations	16,563	3,910	20,473
	88,466	153,824	242,290

b) Charitable Activities

Personal Contributions	221	221
	221	221

TIME TO TALK BEFRIENDING

NOTES TO THE FINANCIAL STATEMENTS FOR THE FIRST PERIOD ENDED 31 DECEMBER 2020

3. ANALYSIS OF EXPENDITURE

		Unrestricted Funds £	Restricted Funds £	TOTAL 2020 £
a) Raising Funds				
Fundraising		9,008	-	9,008
		9,008	-	9,008
b) Charitable Activities				
Staff Salary Costs	4	40,240	84,866	125,106
Projects Direct Costs		2,072	15,283	17,355
Volunteer Costs inc Training		4,399	6,642	11,041
Charitable Donations		-	500	500
Rent and Rates		4,668	10,403	15,071
Premises Maintenance		3,015	-	3,015
Website and Advertising		3,498	3,349	6,847
Telephone and Internet		4,002	272	4,274
Postage and Stationery		6,369	1,525	7,894
Insurance		1,531	-	1,531
Travel		321	63	384
IT Equipment & Support		3,232	568	3,800
Staff Training & DBS		104	810	914
Sundry Expenses		1,075	250	1,325
Office Equipment and Supplies		1,005	55	1,060
Professional Fees		4,557	2,949	7,506
Independent Examination		750	-	750
		80,838	127,535	208,373

4. STAFF COSTS AND NUMBERS

	2020 £
Gross Wages and Salaries	119,058
Employer's National Insurance Costs	2,680
Pension Contributions	3,368
	125,106

	2020 TOTAL
Number of employees	9

No employee received emoluments in excess of £60,000.

The CIO operates a defined contribution pension scheme.

5. DEBTORS AND PREPAYMENTS

	Unrestricted Fund £	Restricted Fund £	Total 31-Dec-20 £
Debtors	284	-	284
Prepayments	-	-	-
Accrued Income	-	-	-
	284	-	284

TIME TO TALK BEFRIENDING

NOTES TO THE FINANCIAL STATEMENTS (continued) FOR THE FIRST PERIOD ENDED 31 DECEMBER 2020

6. CASH AT BANK AND IN HAND	Unrestricted Fund £	Restricted Fund £	Total 31-Dec-20 £
Cash at bank and on hand	47,957	50,625	98,582
Other	-	-	-
Total	47,957	50,625	98,582

7. CREDITORS AND ACCRUALS: AMOUNTS FALLING DUE WITHIN ONE YEAR	Unrestricted Fund £	Restricted Fund £	Total 31-Dec-20 £
Trade Creditors	1,415	-	1,415
Accrual - Independent Examination	600	-	600
Prepaid Income	760	-	760
	2,775	-	2,775

8. RESTRICTED FUNDS

	Balance 25-Nov-19 £	Transfer from CIO £	Income £	Expenditure £	Transfers £	Balance 31-Dec-20 £
Deans Outreach	-	-	25,000	25,000	-	-
Worthing Outreach	-	11,039	58,870	55,875	-	14,034
Group Befriending	-	13,297	-	2,610	-	10,687
Christmas Event	-	-	3,300	3,300	-	-
Awards for All	-	-	15,000	15,000	-	-
Emergency (Covid-19)	-	-	25,750	25,750	-	-
Conversations with Friends	-	-	5,904	-	-	5,904
Staying Together, Recovering Together	-	-	20,000	-	-	20,000
	-	24,336	153,824	127,535	-	50,625

Deans Outreach - for work in 'The Deans' are of Brighton & Hove. Since 2019 this work is funded through the Public Health Commission Ageing Well Brighton & Hove.

Worthing Outreach - for all charitable activities on the Worthing area.

Group Befriending - to help our scheme members to be socially included through a range of group activities including intergenerational projects with schools and colleges.

Awards for All - for volunteer training, workshops, learning and befriending across the generations.

Emergency (Covid-19) - to support work during the pandemic including significant increase in demand for befriending as well as emergency food provision for older people living in food poverty.

Conversations with Friends - to encourage peer connections between scheme members to help build confidence, friendships and enjoy quality time together from a safe distance.

Staying Together Recovering Together - for core costs for the new phase of work following the pandemic.

9. TRANSACTIONS WITH TRUSTEES AND OTHER RELATED PARTIES

Two Trustees are also employees. Their total remuneration in the year was: E Kenward £30,557 and J Williams £13,725. Their remuneration was entirely for their duties as employees and not as Trustees.

The same two Trustees received expenses (including reimbursement for purchases made on behalf of the charity) during the year in the course of their duties as employees. The amounts received were E Kenward £4,099 and J Williams £85.

One Trustee, G Schulz, was paid through his company G Schultz & Co Ltd for professional services as management accountant. The total of the payments for this was £3,866.

The charity also used the services of a self employed bookkeeper who is the daughter of the Trustee S Lewis. The total paid to her for bookkeeping was £1,238.

TIME TO TALK BEFRIENDING

NOTES TO THE FINANCIAL STATEMENTS (continued) FOR THE FIRST PERIOD ENDED 31 DECEMBER 2020

9. TRANSACTIONS WITH TRUSTEES AND OTHER RELATED PARTIES (continued)

During the year the charity moved to new premises at the City Coast Centre, run by the charity Citycoast Trust. S Lewis is a Trustee of both charities. The total rent paid to the City Coast Centre was £3,400.

10. REGISTRATION OF CHARITABLE INCORPORATED ORGANISATION

During the financial period the Trustees of Time to Talk Befriending (Registered Charity no. 1147885) sought guidance and advice and agreed to register the new Charitable Incorporated Organisation, Time to Talk Befriending (Registered CIO number 1186555). All assets and liabilities of the Unincorporated Charity were transferred to Time to Talk Befriending (Registered CIO number 1147885) on 31 December 2020. The assets and liabilities transferred were as follows:

	Unrestricted Funds £	Restricted Funds £	Total Funds £
Current Assets			
Debtors	191	-	191
Cash at bank and in hand	52,388	24,336	76,724
Total Current Assets	52,579	24,336	76,915
Creditors: amounts falling due within one year	5,954	-	5,954
NET CURRENT ASSETS	46,625	24,336	70,961
TOTAL ASSETS less current liabilities	46,625	24,336	70,961
Creditors: amounts falling due in more than one year	-	-	-
NET ASSETS	46,625	24,336	70,961
Funds of the Charity			
General Funds	46,625	-	46,625
Restricted Funds	-	24,336	24,336
Total Funds	46,625	24,336	70,961

TIME TO TALK BEFRIENDING

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

I report to the trustees on my examination of the accounts of the above Charitable Incorporated Organisation ("the CIO") for the first period of operation, ended 31st December 2020.

As the CIO's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

Responsibilities and basis of report

I report in respect of my examination of the CIO's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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



Name L M Tempest

Date: 12th April 2021

Independent Examiners Ltd
Unit 2
The Broadbridge Business Centre
Delling Lane
Bosham
West Sussex
PO18 8NF