

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

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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 TTTB 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	Unrestricted Funds £	Restricted Funds £	TOTAL 2020 £
a) Donations and Legacies			
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
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