

# Glaven Caring CIO

England & Wales · Charity number 1198417

## Details

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Other names	GLAVEN DISTRICT CARING COMMITTEE (CIO), GLAVEN CARING
Status	Registered
Legal form	CIO
Registered	2022-03-29
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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**Address**  
The Glaven Centre  
Thistleton Court  
Blakeney  
Holt  
Norfolk  
NR25 7PH

**Phone** 01263740762

**Email** [info@glavencaring.co.uk](mailto:info@glavencaring.co.uk)

**Website** [www.glavencaring.co.uk](http://www.glavencaring.co.uk)

## Activities

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**Objects:** THE OBJECT OF THE CIO IS TO RELIEVE THE NEEDS OF THE ELDERLY AND INFIRM WHO ARE IN NEED BY REASON OF THEIR AGE, DISABILITY OR ILL-HEATH IN THE COUNTY OF NORFOLK, BY SUCH MEANS AS THE CHARITY TRUSTEES DEEM APPROPRIATE.

**Activities:** Glaven Caring CIO, formerly known as Glaven District Caring Committee provides day-care for the elderly and infirm elderly of our community. Facilities located at the Glaven Center , Thistleton Court, Blakeney North Norfolk, NR25 7PH including podiatry, assisted bathing, hairdressing and hearing aid services. Transport to and from the center is provided. We cannot offer one to one care

## Classification

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- **How:** Provides Buildings/facilities/open Space, Provides Services
- **What:** General Charitable Purposes, Disability
- **Who:** Elderly/old People, People With Disabilities

## Geography

- Norfolk

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£185,797	£238,878	-	-
2024-08-31	£133,167	£209,320	-	-
2023-08-31	£218,698	£249,472	-	-

## Trustees

Name	Role	Appointed
<b>Alan Collett</b>	Chair	2022-03-29
Andrea Borwell		2025-04-01
Dr Alison Holliday		2023-10-13
Dr Antonia Clare Hardcastle		2024-02-15
Graham James Woodcock		2026-02-16
Jennifer Hall-Thompson		2022-03-29

**Glaven Caring CIO**

England & Wales - Charity number 1198417

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# Accounts

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## Trustees Annual Report

Charity name: Glaven Caring CIO

Charity Number: 1198417

Charity address: The Glaven Centre, Thistleton Court, Blakeney. NR25 7PH

Trustees: Chair Alan Collett, Vice Chair Antonia Hardcastle, trustees Jennifer Hall-Thompson, Victoria Holliday, Andrea Borewell, Graham Woodcock

The trustees recruit members to the board after due consideration and background checks. There is a recruiting and interviewing process, a welcoming introductory booklet. New trustees have to be DBS checked, disclose their business and personal interests, and any conflicts of interest. During the year to 31st August 2025, Kate Higgins and Miranda Corti resigned as trustees, Andrea Borwell was appointed. In February 2026 Graham Woodcock was appointed as a trustee. The board of trustees meets every month, with the manager attending to give a report on the activities of the charity. The bookkeeper presents sets of accounts for the board to understand the financial status. The operating losses were reduced from £76,153 in the year ending 31st August 2024 to a loss of £53,081 in the year ending 31st August 2025.

Subsequently, with the financial support from grants, and with the guidance of Human Resources consultants, the board explored a restructuring plan. In April 2026, this has now been effected with predicted losses to be significantly reduced. There will continue to be losses until the changes have worked through the financial year.

During this time the clients supported by the charity have continued to be cared for in an exemplary manner. Training of staff has been supervised by the manager, with all key areas covered. Volunteers are recognised for their commitment to the charity, some volunteering for perhaps 50 years. The community supports the charity in many ways, not least with their financial support and their attendance at various functions.

Activities offered include bingo, Chatty Café, Cards and Chat, Board Games and Chat, trips around the Blakeny Harbour in a wheelchair accessible boat, live music with choirs and with pianists, illustrated talks by local birding and wild life enthusiasts.

Fund raising activities include coffee mornings, Bluebell walks by invitation in private gardens, sponsored lunches, raffles.

The charity has a Reserves Policy which has not changed since last year, i.e. £150,000 this represents an estimate of an orderly wind down of the business and redundancy obligations.

The charity has investment reserve funds managed by brokers Barratt and Cook, and by Churches, Charities and Local Authorities Investment Management.

18.05.2026

Registered number  
CE029472

Charity number  
1198417

Glaven Caring CIO  
Report and Accounts  
31 August 2025

**Glaven Caring CIO  
Income and Expenditure account  
for the year ended 31 August 2025**

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
<b>Incoming resources:</b>		
Donations	31,022	20,222
Dividends	14,638	17,347
Gain on disposal of assets	31,851	2,807
Rental income	2,325	2,425
Bank interest receivable	2,567	2,236
Fundraising	4,493	14,508
Product sales	777	750
Day care ( including lunches)	84,126	63,583
Grants	13,998	9,289
<b>TOTAL INCOMING RESOURCES</b>	<u>185,797</u>	<u>133,167</u>
<b>Resources expended:</b>		
<b>On charitable activities</b>		
Goods for resale	253	401
Nursing, chiropody and cleaning:	75,284	84,268
Salaries	24,858	22,907
Other	13,657	13,972
Charitable contribution	195	842
<b>Administration expenses</b>		
Manager's salary	40,587	20,535
Employers NI and pension costs	9,479	5,571
Transport	5,112	6,517
Training	735	923
Insurance	3,835	757
General expenses	426	2,199
Telephone and broadband	1,684	1,600
Office expenses and administration	1,877	1,728
Repairs and maintenance	11,795	14,121
<b>Premises expenses</b>		
Heat,light and water	11,221	10,164
<b>Financial expenses</b>		
Accountancy and independant examination	530	1,000
Bookkeeping	10,142	11,301
Other legal and professional expenses	21,830	4,105
Advertising	2,917	2,632
Financial charges	213	141
Depreciation	2,248	3,636
<b>Total resources expended</b>	<u>238,878</u>	<u>209,320</u>
<b>Net incoming resources ( expenditure)</b>	<u>(53,081)</u>	<u>(76,153)</u>

**Glaven Caring CIO**  
**Registered number:**  
**Balance Sheet**  
**as at 31 August 2025**

CE029472

	Notes	2025 £	2024 £
<b>Fixed assets</b>			
Tangible assets	3	162,744	164,543
Investments	4	571,935	657,847
		<u>734,679</u>	<u>822,390</u>
<b>Current assets</b>			
Debtors	5	16,367	7,566
Cash at bank and in hand		20,332	41,568
		<u>36,699</u>	<u>49,134</u>
<b>Creditors: amounts falling due within one year</b>			
	6	(6,200)	(8,111)
<b>Net current assets</b>		<u>30,499</u>	<u>41,023</u>
<b>Net assets</b>		<u>765,178</u>	<u>863,413</u>
<b>Capital and reserves</b>			
Property Revaluation reserve	7	150,000	150,000
Investment reserve	8	131,838	176,992
General reserve	10	483,340	536,421
<b>Total Funds</b>		<u>765,178</u>	<u>863,413</u>

The directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit in accordance with section 476 of the Act.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The accounts have been prepared and delivered in accordance with the special provisions applicable to companies subject to the small companies regime. The income and expenditure account has not been delivered to the Registrar of Companies.

Mr A Collett

Approved and signed on behalf of all the trustees on



**Glaven Caring CIO**  
**Notes to the Accounts**  
**for the year ended 31 August 2025**

**3 Tangible fixed assets**

	Land and buildings £	Fixtures, Fittings and Equipment £	Total £
At 1 September 2024	150,000	45,281	195,281
Additions	-	449	449
At 31 August 2025	<u>150,000</u>	<u>45,730</u>	<u>195,730</u>
<b>Depreciation</b>			
At 1 September 2024	-	30,738	30,738
Charge for the year	-	2,248	2,248
At 31 August 2025	<u>-</u>	<u>32,986</u>	<u>32,986</u>
<b>Net book value</b>			
At 31 August 2025	<u>150,000</u>	<u>12,744</u>	<u>162,744</u>
At 31 August 2024	<u>150,000</u>	<u>14,543</u>	<u>164,543</u>

**4 Investments**

	£
At 1 September 2024	657,847
Additions	423,114
Revaluation	(45,154)
Disposals	(463,872)
At 31 August 2025	<u>571,935</u>
<b>Historical cost</b>	
At 1 September 2024	<u>480,855</u>
At 31 August 2025	<u>440,097</u>

**5 Debtors**

	2025 £	2024 £
Trade debtors	13,360	3,973
Prepayments	3,007	3,593
	<u>16,367</u>	<u>7,566</u>

**Glaven Caring CIO**  
**Notes to the Accounts**  
**for the year ended 31 August 2025**

<b>6 Creditors: amounts falling due within one year</b>	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Trade creditors	2,363	6,275
Taxation and social security costs	3,307	1,326
Other creditors	530	510
	<u>6,200</u>	<u>8,111</u>

<b>7 Property Revaluation reserve</b>	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
At 1 September 2024	150,000	150,000
At 31 August 2025	<u>150,000</u>	<u>150,000</u>

<b>8 Investment revaluation reserve</b>	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
At 1 September 2023	176,992	131,291
Movement in investment valuation	(45,154)	45,701
	<u>131,838</u>	<u>176,992</u>

**9 Contingent liabilities**

**Property**

The property which was purchased from Victory Homes ( Formerly Victory Housing Trust) on 14th December 2018, is subject to an Overage Clause. This stipulates that if the property is disposed of before 13th December 2039, a proportion of the sale proceeds ( subject to various calculations) should be paid to Victory Homes within a prescribed period.

**10 General Reserve**

The current reserves policy sets a target for free reserves of £150,000 for 25/6. This represents an estimate of redundancy and lease obligations

**Designated Funds**

Designated funds are funds set aside by the Trustees out of unrestricted funds to fund specific future purposes and projects.

These will be reviewed annually.

**Restricted Funds**

Restricted funds are funds received for undertaking an activity specified by the donor when making the gift or may result from the terms of an appeal for funds.

**Glaven Caring CIO**  
**Notes to the Accounts**  
**for the year ended 31 August 2025**

**10 Other information**

Glaven Caring CIO is a charitable incorporated organisation incorporated in England. Its registered office is:

Glaven Caring CIO  
Thistleton Court Community Centre  
Blakeney  
Norfolk  
NR25 7PH



**Section A**

**Independent Examiner's Report**

**Report to the trustees of**

Charity Name GLAVEN CARING DISTRICT COMMITTEE
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**On accounts for the period  
ended**

31 AUGUST 2025	<b>Charity no</b>	1198417
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I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 August 2025

**Responsibilities and basis of  
report**

As the charity's trustees, 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 Trust'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**

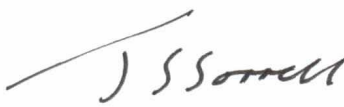
The charity has requested an independent examiner's statement, and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountant in England and Wales.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the 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 to enable a proper understanding of the accounts to be reached.

**Signed:**



**Date:** 21/04/2026

**Name:**

Janet sorrell ACA

**Address:**

Glaven Farm Barn  
Thornage road

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

**Glaven Caring CIO**

England & Wales - Charity number 1198417

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# Accounts

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## Chairman's Report for the AGM 29th April 2025

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## Accounts for the year ending 31st August 2024

Glaven Caring Charity Incorporated Organisation

**Charity Number: 1198417**

Firstly, I would like to thank you all for being here this afternoon.

During the year to 31<sup>st</sup> August 2024, a lot has happened within the charity. Richard Lawry retired as trustee in July 2024, Lisa Lipscombe retired as trustee two months later. Their input has helped to move the charity onwards and upwards. Miranda Corti was co-opted as trustee and treasurer in October 2024, and Andrea Borwell was also co-opted on 1<sup>st</sup> April 2025. They will be formally appointed at this meeting.

As always so much happens in a year, but this was a special year, celebrating the 50<sup>th</sup> anniversary of providing care in the community. The challenge "Do Your 50 for Glaven Caring's 50" raised £1,832.52, whilst the Wine and Cheese party at Bayfield Hall raised £10,371.49, no mean feats. There were expenses of £1,241.71 realising a surplus of £10,962.30 which was used to upgrade the garden room. I hope that you will agree that it is a lovely room. It is now warmer in the winter and cooler in the summer. The funds also contributed to our new website. Many thanks to all who organised and contributed to this fund raising and awareness raising success. In order to sustain the activities of the charity, this level of fundraising is required on a regular ongoing basis.

This year saw the start of meetings on the first Friday of the month, for the carers of our clients, but not exclusively for just them but for anyone who is a carer or might be a carer and would like support, or who could give support. We are constantly looking at what the charity offers, to make sure it is what is required to best serve the community.

Great efforts have been and continue to be made to advertise the presence of the charity both physically and virtually. Even though the charity is much loved, the number of clients attending has significantly reduced. Everyone's efforts to promote this wonderful charity and the services offered, is really appreciated - such as a presentation to the staff of Holt Medical Practice, posters on notice boards, attendance at events in Holt Library and Holt Community Centre, Christmas Fayres in the local villages and just last month, the Illuminate Norfolk event at the Norfolk Showground. As a result, the Glaven Caring bus now picks up clients from additional villages, including Melton Constable and Briston, and clients are coming from further afield. It is fantastic that we are helping more people from a wider area, and we aim to continue our efforts here.

Historically the charity has significantly benefitted from generous donations and legacies, and we are very grateful for this. We hope going forward these still be forthcoming.

I have and do thank the trustees; I must now thank the staff. They really do know and care for the clients, which is so important. It is a pleasure to see their effectiveness and kindness, whether over the telephone or face to face. Steph was appointed as job share manager on 22<sup>nd</sup> August 2024 with Michaela joining her on 21<sup>st</sup> January 2025. There is so much that they are doing and need to do, and I know I am impatient for it to happen.

The professionalism of the charity is being enhanced in so many ways, such as only last month five staff gaining their First Aid at Work certificates, so that we are always covered. In the last month the kitchen had a surprise inspection and was awarded a clean bill of health FIVE STARS. These things do not happen without a lot of graft.

We would not survive without the input from so many volunteers, a big thank you to them, one and all. Each volunteer brings to the charity their time and skills. To name but a few, looking after the clients, helping in the kitchen or on the bus, keeping the tables decorated with fresh flowers and the garden tidy. It is hugely appreciated and as a volunteer, I have some knowledge of the extra miles that some go to keep this charity going. The Fund Raising and Community Awareness Committee, now chaired by Helen Gimson is to be praised, their work encouraged and supported, they have a lot to do. Our recent Bluebell Walk raised over £700 – thank you to all who attended and to the team for the effort of advertising with social media, posters etc. Once again thank you to everyone involved. This Saturday coming, 3<sup>rd</sup> May, sees our Bank Holiday coffee morning at the Harbour Rooms – all are welcome.

Historically the charity has significantly benefitted from generous donations and legacies, and we are very grateful for this. We hope going forward these still be forthcoming.

I have already hinted we must think about the future. None of us can escape the reality that the charity is losing money. Thanks to the many generous legacies, the charity is fortunately able to run at a loss, subsidising services, but this must be sustainable. **Anyone** who has ideas about how to help this wonderful charity survive the next 50 years, is very welcome to make themselves known to Steph, or Michaela or any one of the trustees.

From the bottom of my heart, I thank each and everyone involved in this charity. In whatever capacity, and I look forward to continuing to serve it for another year.

Registered number  
CE029472

Charity number  
1198417

Glaven Caring CIO  
Report and Accounts  
31 August 2024

**Glaven Caring CIO  
Income and Expenditure account  
for the year ended 31 August 2024**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
<b>Incoming resources:</b>		
Donations	20,222	78,107
Dividends	17,347	30,644
Gain on disposal of assets	2,807	14,220
Rental income	2,425	1,175
Bank interest receivable	2,236	145
Fundraising	14,508	6,290
Product sales	750	-
Day care ( including lunches)	63,583	72,034
Clinical commissioning group	-	10,639
Grants	9,289	5,444
<b>TOTAL INCOMING RESOURCES</b>	<b>133,167</b>	<b>218,698</b>
<b>Resources expended:</b>		
<b>On charitable activities</b>		
Goods for resale	401	-
Nursing, chiropody and cleaning:	84,268	104,300
Salaries	22,907	36,337
Other	13,972	15,419
Charitable contribution	842	-
<b>Administration expenses</b>		
Manager's salary	20,535	31,238
Employers NI and pension costs	5,571	4,578
Transport	6,517	7,859
Training	923	887
Insurance	91	-
General expenses	2,199	-
Telephone and broadband	1,600	-
Office expenses and administration	1,728	21,591
Repairs and maintenance	14,121	10,386
<b>Premises expenses</b>		
Heat,light and water	10,164	7,574
General rates	-	569
Insurance	666	-
<b>Financial expenses</b>		
Accountancy and independant examination	1,000	1,688
Bookkeeping	11,301	-
Other legal and professional expenses	4,105	834
Advertising	2,632	-
Financial charges	141	-
Depreciation	3,636	6,212
<b>Total resources expended</b>	<b>209,320</b>	<b>249,472</b>
<b>Net incoming resources ( expenditure)</b>	<b>(76,153)</b>	<b>(30,774)</b>

**Glaven Caring CIO**  
**Registered number:**  
**Balance Sheet**  
**as at 31 August 2024**

CE029472

	Notes	2024 £	2023 £
<b>Fixed assets</b>			
Tangible assets	3	164,543	165,263
Investments	4	657,847	692,820
		<u>822,390</u>	<u>858,083</u>
<b>Current assets</b>			
Debtors	5	7,566	12,183
Cash at bank and in hand		41,568	27,214
		<u>49,134</u>	<u>39,397</u>
<b>Creditors: amounts falling due within one year</b>			
	6	(8,111)	(3,615)
<b>Net current assets</b>		<u>41,023</u>	<u>35,782</u>
<b>Net assets</b>		<u>863,413</u>	<u>893,865</u>
<b>Capital and reserves</b>			
Property Revaluation reserve	7	150,000	150,000
Investment reserve	8	176,992	131,291
General reserve	15	536,421	612,574
<b>Total Funds</b>		<u>863,413</u>	<u>893,865</u>

The directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit in accordance with section 476 of the Act.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The accounts have been prepared and delivered in accordance with the special provisions applicable to companies subject to the small companies regime. The income and expenditure account has not been delivered to the Registrar of Companies.

Approved and signed on behalf of all the trustees on 29 April 2025



**Glaven Caring CIO**  
**Notes to the Accounts**  
**for the year ended 31 August 2024**

**3 Tangible fixed assets**

	Land and buildings £	Fixtures, Fittings and Equipment £	Total £
At 1 September 2023	150,000	42,365	192,365
Additions	-	3,245	3,245
Disposals	-	(329)	(329)
At 31 August 2024	<u>150,000</u>	<u>45,281</u>	<u>195,281</u>
<b>Depreciation</b>			
At 1 September 2023	-	27,102	27,102
Charge for the year	-	3,636	3,636
At 31 August 2024	<u>-</u>	<u>30,738</u>	<u>30,738</u>
<b>Net book value</b>			
At 31 August 2024	<u>150,000</u>	<u>14,543</u>	<u>164,543</u>
At 31 August 2023	<u>150,000</u>	<u>15,263</u>	<u>165,263</u>

**4 Investments**

	£
At 1 September 2023	692,820
Additions	54,270
Revaluation	45,701
Disposals	(134,944)
At 31 August 2024	<u>657,847</u>
<b>Historical cost</b>	
At 1 September 2023	<u>561,529</u>
At 31 August 2024	<u>480,855</u>

**5 Debtors**

	2024 £	2023 £
Trade debtors	3,973	12,183
Other debtors	3,593	-
	<u>7,566</u>	<u>12,183</u>

**Glaven Caring CIO**  
**Notes to the Accounts**  
**for the year ended 31 August 2024**

<b>6 Creditors: amounts falling due within one year</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Trade creditors	6,275	1,984
Taxation and social security costs	1,326	1,624
Other creditors	510	7
	<u>8,111</u>	<u>3,615</u>

<b>7 Property Revaluation reserve</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
At 1 September 2023	150,000	150,000
At 31 August 2024	<u>150,000</u>	<u>150,000</u>

<b>8 Investment revaluation reserve</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
At 1 September 2023	131,291	203,804
Movement in investment valuation	45,701	(72,513)
	<u>176,992</u>	<u>131,291</u>

**9 Contingent liabilities**

**Property**

The property which was purchased from Victory Homes ( Formerly Victory Housing Trust) on 14th December 2018, is subject to an Overage Clause. This stipulates that if the property is disposed of before 13th December 2039, a proportion of the sale proceeds ( subject to various calculations) should be paid to Victory Homes within a prescribed period.

**15 General Reserve**

The current reserves policy sets a target for free reserves of £150,000 for 24/25. This represents an estimate of redundancy and lease obligations

**Designated Funds**

Designated funds are funds set aside by the Trustees out of unrestricted funds to fund specific future purposes and projects.

These will be reviewed annually.

**Restricted Funds**

Restricted funds are funds received for undertaking an activity specified by the donor when making the gift or may result from the terms of an appeal for funds.

**Glaven Caring CIO**  
**Notes to the Accounts**  
**for the year ended 31 August 2024**

**10 Other information**

Glaven Caring CIO is a charitable incorporated organisation incorporated in England. Its registered office is:

Glaven Caring CIO  
Thistleton Court Community Centre  
Blakeney  
Norfolk  
NR25 7PH



Section A

Independent Examiner's Report

Report to the trustees of

Charity Name  
GLAVEN CARING DISTRICT COMMITTEE

On accounts for the period  
ended

31 AUGUST 2024

Charity no 1198417

Responsibilities and basis of  
report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the period 29<sup>th</sup> March 2022 to 31 August 2023

As the charity's trustees, 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 Trust'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

The charity has requested an independent examiner's statement and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountant in England and Wales.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the 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:

Date: 18 February 2025

Name: Janet sorrell ACA

Address: Glaven Farm Barn

Thornage road
Letheringsett, Norfolk, NR25 7JE

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

**Glaven Caring CIO**

England & Wales - Charity number 1198417

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# Accounts

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## Report and Accounts for the period ending 31<sup>st</sup> August 2023

Glaven Caring Charity Incorporated Organisation  
formerly known as Glaven District Caring Committee

**Charity Number: 1198417**

The charity was formed in 1974 by the late Dr Tony Allibone and celebrates its 50<sup>th</sup> Anniversary this year. Glaven Caring CIO was registered on 29<sup>th</sup> March 2022, and at an EGM of the Glaven District Caring Committee held on 22<sup>nd</sup> July 2022 the new legal entity was adopted.

Andrew Chapman has kindly prepared the financial report for the year ending 31.08.2023. This has been subjected to an Independent Examination by Janet Sorrell ACA.

The charity started as a voluntary organisation providing a warm and friendly welcome, in a comfortable and relaxing atmosphere, providing medical and personal services to the elderly of our community now from the purpose built and now fully owned premises in Blakeney. The aim is to help the elderly remain in their homes by providing added care, support, and company. These values remain the aim of the trustees.

## Chairman's report

This is the annual report of the trustees for the period ended on the 31<sup>st</sup> of August 2023. The report is part of the statutory duty of the trustees. I was elected Chairman on 19<sup>th</sup> January 2024, this is my first report, and it extends beyond the constricting date of 31.08.2023 to more recent times.

The current trustees are myself Alan Collett (Chairman), Jennifer Hall-Thompson, Richard Lawry, Lisa Lipscomb, Victoria Holliday, Kate Higgins and Antonia Harcastle. Since the last report, Elizabeth (Pooh) Curtis, Peter O'Hare, Andrew Chapman, and Stephen Palmer have stepped down as trustees. Their contributions in their very different ways have been significant and each of them has proved a challenge to manage without. It would be wrong to attempt to list their inputs, but it would equally be wrong not to mention some:

- Pooh's unstinting efforts in oh so many ways, including being the nurse manager, providing personal care, overseeing the lending of invaluable equipment at times of need to the clients, and organising the fresh flowers at the centre as well as hands on garden maintenance.
- Peter's steering of the charity through the purchase of the building from Victory Housing, the change in legal entity to Glaven Caring CIO, and through the Pandemic.
- Andrew's longstanding help and advice, from when he first became the local GP, to being a driver, a helper, a trustee, and the treasurer.
- Stephen, although only recently becoming a trustee, was key to helping the charity to identify its weaknesses and find the direction it needed to travel to comply with ever changing regulations.

Once again, I would like to thank them for what they have done and hope that they continue to help the charity and be friendly critics.

There are three committees that help to run the charity. They are the trustees, the supporters, and the staff committees. Thanks are due to both Pat Gwynne who has just stepped down as chair of the supporters committee and to Sheelin Cuthbert who has stepped into her shoes. Improving the communication between these committees has been requested and the request has been heard.

The charity could not function without its front of house staff, giving direct hands-on caring to the clients, its back-office staff who help to keep the wheels turning, the all-important kitchen staff who provide such varied, nourishing, healthy and warming food, those volunteers who are seen and those who are not seen.

The clients have been entertained by the generosity of the volunteers who provide the live music including singing and piano playing, those who bring their Pets as Therapy (PAT) dogs and horses, and the charity North Norfolk Wheelyboat, Poppy providing trips around Blakeney Harbour (bookings have already made for 2024). Special mention should be made of Emma Boyce who maintains in such perfect condition the fish tank, providing hours of entertainment. I cannot forget the contribution made by the staff and children from Blakeney Church of England Voluntary Aided Primary School, and I must thank them.

Some clients make their own way to the centre, but some rely on the bus and its volunteers who act as a necessary lifeline, many thanks go to them. The bus does not look after itself; in this regard the charity has been so well served by Allen Hilton who is stepping down this year, and George Crawley who is stepping up to the plate. The drivers and helpers only know when to turn up by the careful administration of Pete Tibbetts.

You may have noticed the work carried out by Ben Ludham, the newly appointed maintenance person. He has fixed the shed doors, put up blinds in the office,

fixed lights in the dining room, put up shelves in the garage for storage of medical equipment, cleared the gutters, cut the grass and much more. I know Pooh is delighted with the shelves in the garage!

I must also mention the charity's nurse, Janine, with her twins and is on maternity leave. Her gentle manner is missed but I am sure her girls are enjoying it.

Thanks go to all of these and please forgive me if I have omitted anyone.

The charity is delighted with the launch of the Lavender treatment room. Here you will find the podiatrist Katrina Swift, the audiologist Rosie Hall, and Lisa Lipscomb hairdressing .

All treatments are a great success and a big thank you to the professionals who without you, our clients and guests would not feel so good ! The Lavender room is reaching out to a wider group in the area, and we are delighted to welcome them to The Glaven .

It is hoped to expand on treatments in the future, starting with a cuppa and cake event 2nd April 2024, to go alongside Lisa's hairdressing day, with donations welcomed.

Have you seen the new see-through donations tube or box, made by Dave Fairbrass. This makes giving donations very easy! The trustees are also exploring updating the website to include a click through "button" to facilitate making it even easier to donate to the charity. We appreciate that not everybody donates money, some donate their time, and this is appreciated.

The facilities, the policies and protocols require constant updating. Many thanks go to Sue Buck of People Plan for her input as Human Resources Consultant, to Rachel Garrett RGN who joined the team covering maternity leave and is using her particular talents to help in this regard. Rachel has completed the tendering process to register the charity as a provider organisation with Norfolk County Council; she continues to work on the documents, such as the clinical standards, which underpin the application. I repeat these are constantly being updated, such as the NHS policy for Incident Reporting which is now called the **Patient Safety Incident Response Framework**. I am very grateful to Antonia, Rachel and Sue who are studying and incorporating this into the charity's policies.

The trustees have looked and continue to look for ways to increase client numbers, by increasing awareness in the public eye, and that of the health professionals. Once a month, the charity provides hot meals to the Poppy Club in Holt. Steph liaises with Kirsty Brown, the Commissioning Project Officer, and with Claire Chapman the Community Connector for Norfolk County Council. Age Concern, Fakenham have been contacted to help provide transport from Briston and Melton Constable, areas beyond the charity's normal catchment area. Antonia and Victoria are meeting the parish councils of Melton Constable and Briston on 15<sup>th</sup> April to try and move this forward.

Home Instead of Holt have been invited to hold a team meeting at the centre. Following the example of a client regularly coming from Letheringsett Hall by the charity's transport, an approach has been made to Heath Lodge Care Home in Holt, to see if any of their clients would like to come to the centre. Peta Benson, chairman of Holt Caring, has taken some trifold leaflets to give to its drivers to distribute to possible interested parties.

Closer liaison is sought with Social Workers, District Nurses, and other health professionals. There is a high expectation of the traditional close links with Holt Medical Practice being continued. The charity has been invited to give a

presentation in May, to the HMP staff at a Practice Meeting, thank you Miranda for pulling the presentation together.

Fundraising events not only raise money but a greater awareness or footprint in the community.

For this coming year, the charity's 50<sup>th</sup>, plans are already far advanced to hold a coffee morning on 6<sup>th</sup> April at the Harbour Rooms, to be involved in the Party on the Pastures on 18<sup>th</sup> August, as well as to celebrate this special year with a Wine and Cheese Party at Bayfield Hall on Saturday 22<sup>nd</sup> June 2024 by kind permission of Caroline and Roger Combe.

The last time I checked the lottery has raised £1718 for the charity. New or additional participants are very much welcomed:

<https://www.onelottery.co.uk/support/glaven-caring>

The sale of Christmas cards designed by local artists in the past three years has not only brought valuable income but also given the charity the opportunity to increase its presence within the local community, at events such as at Christmas Fairs. The two winners of competitions held by the Blakeney Primary School in each of the last two years has resulted in four new cards being added.

Future capital plans include the garden room to be more comfortable in winter and summer. The plans to convert the toilet by the front door to being user friendly for disabled access are on hold for the moment.

As well as training in areas such as moving and handling, safeguarding, awareness of mental health and dementia, infection prevention and control,

there are plans for staff/volunteers to gain rightly deserved Care Certificate qualifications, but that they do not currently hold.

Constructive criticism, and ideas that the charity would benefit from, are always welcomed. I was recently pointed in the direction of the “Compassionate Communities” initiative. There is no doubt that the Glaven Caring Charity shares the aims of this initiative; who knows the trustees may decide to go further down this path.

On behalf of the trustees, I wish to express thanks to all the staff and volunteers for all their hard work. How else would we keep this wonderful charity going and viable we hope for the next 50 years.

Updated 27<sup>th</sup> March 2024

Registered number 1198417  
Company number CE029472

**Glaven Caring CIO**  
**Report and Accounts**  
**31 August 2023**

**GLAVEN CARING CIO****INCOME AND EXPENDITURE ACCOUNT  
FOR THE PERIOD 29 MAR 22 TO 31 AUGUST 2023**

	£	Aug 2023 £
<b>Income</b>		
Voluntary Income		
Charitable trusts	5,000	
Legacies	27,334	
Donations	45,773	
Gift aid received	<u>          </u>	78,107
Fundraising		6,290
Investments	22,890	
Unit Trust COIF dividends	7,754	
Gain on disposal of assets and investments	14,220	
Rental income	1,175	
Bank interest	<u>145</u>	46,184
Charitable activities		
Day Care (incl. lunches)	72,034	
Clinical commissioning Group NN	<u>10,639</u>	82,673
Grants		5,444
<b>Total incoming resources</b>	<u>          </u>	<b><u>218,698</u></b>
<b>Resources expended</b>		
Nursing salaries incl. Chiroppy and cleaning		104,300
Catering		
Salaries	36,337	
Other	15,419	51,756
<b>Administration</b>		
Managers wages		31,238
Employers NI and pension		4,578
Administration		21,591
Electricity		6,062
Water		1,512
Rates		569
Accountancy		1,688
Transport		7,859
Training		887
Maintenance of centre		10,386
Legal and professional		834
Depreciation	6,212	<u>6,212</u>
Total resources expended	<u>          </u>	<b><u>249,472</u></b>
<b>Net incoming resources( expenditure)</b>	<u>          </u>	<b><u>(30,774)</u></b>

**GLAVEN CARING CIO**

**BALANCE SHEET AS AT 31 AUGUST 2023**

	Note	Aug 2023 £
<b>Fixed assets</b>		
Tangible fixed assets	1	165,263
Investments at market value		<u>692,820</u>
		858,083
<b>Current assets</b>		
Debtors	2	12,183
Cash at bank and in hand		<u>27,214</u>
		39,397
<b>3</b>		(3,615)
Net Current Assets		<u>35,782</u>
<b>TOTAL NET ASSETS</b>		<u><b>893,865</b></u>
<b>Funds of the Charity</b>		
General Fund		£ 612,574
Investment revaluation reserve		131,291
Property revaluation reserve		150,000
<b>Total Funds</b>		<u><b>893,865</b></u>

The company was entitled to exemption from audit under s477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Companies Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP.

Signed on behalf of all the trustees

.....

Date:

**GLAVEN CARING CIO**  
**Notes to the financial accounts**

For the period 29 March 2022 to 31 August 2023

**1 Fixed Assets**

	<b>Furniture &amp; Equipment</b>	<b>Property</b>	<b>Total</b>
	£	£	£
Transfer cost at 28 March 2022	38,747	150,000	188,747
Additions	3,618		
<b>Total cost to 31st August 2023</b>	<u>42,365</u>	<u>150,000</u>	<u>188,747</u>

**Depreciation**

Transfer depreciation at 28 March 2022	20,890		20,890
Depreciation in period	6,212		6,212
<b>Accrued depreciation to 31 August 2023</b>	<u>27,102</u>		<u>27,102</u>

**Net Book Value 31 August 2023**

<u>15,263</u>	<u>150,000</u>	<u>165,263</u>
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31/08/2023

**2 Debtors**

Trade debtors	<u>12,183</u>
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**3 Creditors: amounts falling due in less than one year**

	31/08/2023
Trade creditors	1,984
Taxation and social security	1,624
Other creditors	7
	<u>3,615</u>

**Represented By**

	<b>General Fund</b>	<b>Investment revaluation reserve</b>	<b>Property revaluation reserve</b>	<b>Total Funds</b>
	£	£	£	£
<b>Funds of the Charity</b>				
Transfer to CIO at 29th March 2022	643,348	203,804	150,000	997,152
Net incoming resources( Expenditure)	(30,774)			(30,774)
Unrealised gain on revaluation		(72,513)		(72,513)
<b>Total funds as at 31st August 2023</b>	<u>612,574</u>	<u>131,291</u>	<u>150,000</u>	<u>893,865</u>



**Section A**

**Independent Examiner's Report**

**Report to the trustees of**

Charity Name

GLAVEN CARING DISTRICT COMMITTEE

**On accounts for the period  
ended**

31 AUGUST 2023

**Charity no**

1198417

**Responsibilities and basis of  
report**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the period 29<sup>th</sup> March 2022 to 31 August 2023

As the charity's trustees, 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 Trust'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**

The charity has requested an independent examiner's statement and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountant in England and Wales.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the 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:**

**Date:**

15 February 2024

**Name:**

Janet sorrell ACA

**Address:**

Glaven Farm Barn

Thornage road
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Letheringsett, Norfolk, NR25 7JE
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**Section B****Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

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