



Registered Charity No: 274756

Guildford 566 635

www.careforguildford.org.uk

ANNUAL REPORT FOR 2024

TRUSTEES AND ORGANISING COMMITTEE

Officers:	Chairman	Linda Smith
	Vice Chairman	Vanessa Green
	Treasurer	Denise Hilton
	Secretary	Alison Harris

Trustees: Zita Delaney, Rosanne Bond, Chris Kay and Philip O'Dwyer

The Officers and Trustees listed above were Trustees throughout 2024, with Alison Harris joining in January.

The Trustees declare that they have approved this Trustees' report.

Signed on behalf of the charity's Trustees

[Linda J Smith](#)

Linda	Smith	–	Chairman
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ORGANISATION AND GOVERNANCE

Care for Guildford undertakes voluntary work and associated charitable activities for the benefit of people living within the area of the old Guildford borough, principally providing transport to medical appointments and shopping for housebound clients.

Care for Guildford is an unincorporated association. In accordance with its Constitution, it is managed by an Organising Committee of Trustees. The Committee has four officers, who are each elected for a period of one year, and up to eight other members each elected for a period of three years.

Elections are held at the Annual General Meeting. Individuals are eligible for re-election. The Committee may co-opt up to six non-elected members for a period expiring at the next AGM.

Day to day operations are managed by Section Leaders who may, but need not, be members of the Committee.

For Charity Commission purposes the principal address of Care for Guildford is: Box 509, 14 London Road, Guildford, Surrey. GU1 2AG

SUMMARY OF MAIN ACHIEVEMENTS DURING THE YEAR

	<u>2024</u>	<u>2023</u>	<u>2022</u>	<u>2021</u>
Transport				
Hospitals within Guildford boundary	819	700	446	479
Hospitals outside Guildford boundary	95	70	67	53
Clinics, doctors, dentists, other medical	2275	1568	1467	1083
Clubs, day centres, etc.	316	205	186	30
Other	203	174	15	14
Odd Jobs	1	0	2	2
	3,709	2,717	2,183	1,661
Shopping				
Groceries	578	549	478	409
Total Number of Jobs	4,287	3,266	2,661	2,070
Clients				
New clients who joined within the year	181	138	155	137
Listed in our records at 31st December	550	490	467	419
Volunteers	106	111	107	134
Duty Officers at year end	18	19	20	20

CHAIRMAN'S REPORT 2024

This is the Report for the 49th AGM of Care for Guildford.

2024 has been a busy year with an increase in job numbers as well as client numbers. We have recruited thirteen new volunteers: eight from the Farmers Markets; one through The Volunteer Bureau; one from a call in to a Duty Officer, two from our established volunteers and one a returner to Care after a break.

To help recruitment we again took a stall at a local school's Christmas Fair and continued with a banner in a local church, leaflets in Doctors' Surgeries and the Library. We asked our existing volunteers to spread the word of our need to family and friends.

Our secretary Carol Gallacher retired at the end of December 2023 and we were pleased to welcome one of our drivers, Alison Harris, to the role commencing the 1st January 2024.

Throughout the year we have continued to update operating systems driven by Laura and John, our administrators, with the support from Trustees.

We have continued with the established social events. A drinks evening in early autumn, the New Year Lunch in January and after the business at the AGM. We regard these as good opportunities for all volunteers to meet each other and put a face to a voice on the phone or at the end of a WhatsApp message.

Rosanne Bond and her team of shoppers continue to offer a valuable service to the most vulnerable clients in our community. We do need more shoppers, as well as drivers and Duty Officers, to spread the workload.

On the 27th April 2024 I was very proud to receive on behalf of Care for Guildford the Mayor's Award for Services to the Community 2024. This was in recognition for exceptional work in the community. We were equally proud to have two of our longstanding volunteers awarded individual Mayor's Awards for exceptional work in the community. Zita Delaney and Jackie Smith.

This award reflects the achievements of our shoppers, Duty Officers, and drivers who selflessly give their time often several times a week ensuring we continue to give the Community a good service, rarely not filling a job.

I personally thank my fellow Trustees who work as a team, giving their time and expertise to ensure we keep up to date, take care of our volunteers and clients and continue to provide a good service to all who need us.

Linda Smith

FINANCE

In 2024 we recorded a small deficit of £428. Income for the year was £34,643 compared with £26,975 in 2023. Investment income in 2024 was slightly lower at £13,087. Client contributions totalled £20,800 compared with £13,688 in 2023. Volunteers' claimed expenses at £14,239 were higher than the previous year's figure of £8,950.

The total expenditure in 2024 was £35,071, compared with 2023 total of £24,287. There were two donations of £1,000 each to The Samson Centre and The Guildford Club for the Disabled.. We started 2024 with £6,003 in our current account. Our bank balance at the end of the year was £5,575.

The COIF income units are held at cost (£131,166) but had a value of £230,841 as at 31 December 2024, an increase during the 12 months of just over £5,100. Our other shares and unit trusts (with Aviva, Merchants Trust, Henderson, M&G, and Barclays Wealth) are also held at cost (£81,736) and had a market value of £135,595 at the year's end, showing an increase of £4,379 from 2023.

In 2024 the Committee reviewed its policy in respect of Care for Guildford's reserves, and decided that the policy, as set out below, meets the charity's needs.

Denise Hilton, Hon Treasurer

7th April 2025

POLICY ON FINANCIAL RESERVES

1. To establish and maintain investments at a level whereby the interest received meets routine and anticipated future expenditure, as determined on an annual basis.
2. To keep cash on deposit for expenditure agreed by the Trustees.
3. Thereafter, to consider making donations to local charities within the old Borough of Guildford with similar objectives to Care for Guildford from surplus income, agreed annually.
4. To monitor this policy tri-annually, or more frequently if invested funds need review
5. To determine the requirement during any year, when cash on deposit may not fund planned or unplanned expenditure; to transfer necessary amounts from Reserve Funds, agreed by the Trustees.

ACCOUNTS - For the year ending 31st December 2024

RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 31ST DECEMBER 2024

2023		2024	
£		£	£
	RECEIPTS		
	Income from Assets		
13,287	Net Dividends received		13,087
	Other Income		
13,688	Clients Contributions	20,440	
	Client individual Donation	360	
	Receipt Lloyds Bank	75	
	Volunteer lunch receipts for Jan '25	225	
	Volunteer lunch receipts Jan '24	<u>456</u>	
		21,556	21,556
26,975	Total Receipts		<u>£ 34,643</u>
	 PAYMENTS		
	Direct Charitable Expenses		
8,950	Volunteers' Claimed Expenses		14,239
	Service Delivery Costs		
8,410	Administrators' Fees	13,107	
237	Insurance	258	
<u>1,115</u>	Telephone/ Website/ PO Box	<u>2,813</u>	16,178
18,712			
	Governance Costs		
710	Postage, Stationery, Printing	567	
444	Publicity	525	
500	Prepaid NY lunch stationery for 2025	69	
<u>3,921</u>	**Miscellaneous	<u>3,493</u>	<u>4,654</u>
5,575			
24,287	Total Payments	£	35,071
<u>2,688</u>	<u>DEFICIT FOR THE YEAR</u>	<u>£</u>	<u>-428</u>

**Miscellaneous includes 2 x £1,000 Donations to 2 local charities

BALANCE SHEET FOR THE YEAR ENDED 31ST DECEMBER 2024

2023		2024
£		£
MONETARY ASSETS		
6,003	Bank Current account	5,575
INVESTMENT FUNDS		
131,168	COIF Charities Investment Fund at cost (Value as at 31/12/24: £230,840.55)	131,166
81,736	Other Funds quoted at Cost * (Value as at 31/12/24: £135,595.24)	81,736 <u>212,902</u>
<u>218,905</u>	<u>TOTAL CURRENT ASSETS</u>	<u>£218,477</u>
Represented by:		
216,217	FUNDS as at 1st Jan 2024	218,905
2,688	Deficit for the year	-428
<u>218,905</u>	<u>FUNDS as at 31st December 2024</u>	<u>£ 218,477</u>

* Other funds - Aviva, Merchants Trust, Janus Henderson, Barclays, M & G

3. Notes

- The accounts are kept on a 'receipts and payments' basis.
- 2024 expenses claimed and contributions received after 31st December 2024 are not included.
- There are no restricted funds.
- The Trustees confirm that the accounts comply with the appropriate legal requirements.
- The Trustees approved the accounts on 7th April 2025

Denise Hilton, Honorary Treasurer

7th April 2025

INDEPENDENT EXAMINER'S REPORT

To the Members of Care for Guildford

I report to the Trustees on my examination of the accounts of the above Charity for the year ended 31 December 2024.

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").

Independent Examiner's statement

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

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:

- accounting records were not kept in accordance with section 130 of the Act; or
- the accounts do not accord with the accounting records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

M. L. Hammond FCA

31st March 2025