

THE BRIGITTE TRUST

England & Wales · Charity number 288923

Details

Other names HOSPICE HOME CARE - SURREY - LIMITED

Status Registered

Legal form Charitable company

Company number [01782730](#)

Registered 1984-03-09

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

Contact

Address 296 High Street
Dorking
Surrey
RH4 1QT

Phone 01306881816

Email Admin@brigitte-trust.com

Website www.brigitte-trust.org

Activities

Objects: TO PROMOTE THE RELIEF OF SICKNESS IN SUCH CHARITABLE WAYS AS THE CHARITY SHALL FROM TIME TO TIME THINK FIT, (FOR FURTHER DETAILS SEE CLAUSE 3 OF MEMORANDUM AND ARTICLES DATED 12TH JANUARY 1984).

Activities: To offer emotional support and practical help to individuals with life-threatening illness and to their carers and families.

Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** The Advancement Of Health Or Saving Of Lives
- **Who:** Other Defined Groups

Geography

- Surrey

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£334,567	£248,809	-	-
2024-03-31	£221,898	£226,793	-	-
2023-03-31	£203,145	£248,824	-	-
2022-03-31	£176,745	£207,009	-	-
2021-03-31	£260,221	£153,524	-	-

Trustees

Name	Role	Appointed
Cameron Lagerberg		2026-03-18
DAVID FARMERY		
ELIZABETH ANNE SUTTON		2016-09-14
JANICE WAY		2019-03-21
Jacqueline Theresa Hampson McNicholas		2025-06-04
Lesley Deborah Chisholm Potter		2024-01-17
Mary Guypinkney		2020-07-23
Simon Maurice Brown		2025-01-08

THE BRIGITTE TRUST

England & Wales - Charity number 288923

Accounts

Company registration number: 01782730
Charity registration number: 288923

**THE BRIGITTE TRUST
TRUSTEES' REPORT AND
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025**

The Brigitte Trust Contents

	Page
Trustees' Report	1—7
Independent Examiner's Report	8
Statement of Financial Activities (including Income and Expenditure Account)	9
Comparative Statement of Financial Activities (including Income and Expenditure Account)	10
Balance Sheet	11
Notes to the Financial Statements	12—17

The Brigitte Trust
Company No. 01782730
Trustees' Report For The Year Ended 31 March 2025

The trustees present their report and the financial statements for the year ended 31 March 2025.

Objectives and Activities

Aims and Objectives

The Brigitte Trust is named after its founder Brigitte Watkin. The charity is proud to uphold Brigitte's original purpose, and its objectives are to:

- Help people live well beyond diagnosis
- Offer support to the client's carer and family as appropriate
- Offer bereavement support; and
- Operate in a professional manner ensuring the highest standards in all areas of activity.

The service is entirely free to the clients and is provided through our team of highly trained and committed volunteers supported by salaried professional staff. It may be accessed:

- From diagnosis
- Through and/or after a course of treatment or surgery
- Where the health or well-being of the client or carer is poor or support is needed to sustain the caring role
- Towards the end of life
- For bereavement support

A professional management team recruits and trains the volunteers, manages the referral process matching clients with the right volunteer to meet their needs, supports volunteers, and administers the work of the Trust, ensuring funding is secured.

A volunteer Board of Trustees provides the necessary governance.

Public Benefit

In accordance with Section 4 of the Charities Act 2011, the Trustees have had due regard to the guidance published by the Charity Commission on public benefit when reviewing the charity's activities and planning future activities. We consider that our service plays an important role in:

- Supporting people to feel less socially isolated. Many of the people we support live alone and their Brigitte Trust volunteer might be the only or one of the very few people with whom they have regular contact
- Reducing hospital admission/re-admission. We pride ourselves that our service can help people who wish to die at home fulfil that wish wherever possible
- Supporting the client/carer relationship by enabling the carer to take a break

The trustees confirm that they have complied with the requirements of Section 17 of the Charities Act 2011 to have due regard to the Charity Commission's guidance on public benefit.

Volunteers

The Brigitte Trust upholds the highest standards of practice and care in all areas of its activity. All of our volunteers are interviewed both before the commencement of their training and after its completion, and all are DBS checked. A robust programme of support is in place.

The Brigitte Trust is hugely grateful for the commitment and hard work of all the volunteers on whom the Trust relies. It is through their dedication, commitment and professionalism in supporting clients and their families at difficult times that the Brigitte Trust's values and ethos are best demonstrated.

Each year we plan recruitment to maintain our volunteer workforce. The Brigitte Trust is committed to equal opportunities and reflecting diversity in recruitment, service delivery and all other aspects of our work.

The volunteers support people for a period of up to three hours every week. The support provided is wide-ranging and can include sitting quietly with a client, support with shopping, transport to medical appointments etc. However, our service goes far beyond befriending, with trained volunteers providing hugely important emotional as well as practical support.

**The Brigitte Trust
Trustees' Report (continued)
For The Year Ended 31 March 2025**

Achievements and Performance

Main Achievements

2024/25 has been another busy and rewarding year. While some of our partners have faced challenges, we've risen to meet them with determination and adaptability. As the year draws to a close, we find ourselves busier than ever, a testament to the strength and resilience of our team and the continued demand for our services.

This year's highlights include:

- The continued success of our Bereavement Support Groups, providing comfort and connection to those navigating loss.
- Ongoing "Before I Say Goodbye" Workshops/Coffin Club Surrey, helping individuals to plan and prepare with confidence and peace of mind.
- Thought-provoking and supportive Death Cafes, creating space for open conversations.
- The development of our Neurological Support Group, now enhanced by an annual in-person afternoon tea, giving attendees the chance to connect face-to-face.
- The launch of our Wellbeing Service across the county, much to the delight of our clients, who have enjoyed a little pampering and self-care.
- A dedicated Bereavement in the Workplace Workshop aimed at employers, helping them better understand and support bereaved employees.
- The introduction of a comprehensive End of Life Planning booklet, covering wills, LPAs, advance care planning, funeral options, and managing one's digital legacy delivered by a staff member specially trained with an external organisation.
- The addition of an in-house trained celebrant, offering clients a truly personal and carefully planned service during one of life's most important moments.

We are proud of the meaningful progress made this year and look forward to continuing our work with empathy, expertise, and compassion.

Our Clients

In 2024/25 we supported 323 clients. Our client profile was as follows: bereavement support 39%, diagnosis of cancer 40%, neurological conditions 14% and other end stage illnesses such as respiratory disease, heart and renal failure 7%.

We supported a wide age demographic with a range of between 18-100+, however 63% were aged over 60. These clients are supported by the volunteers through weekly visits.

Our Volunteers

During the year we had a total of 105 volunteers. We trained 23 new volunteers and delivered 10 workshops/professional development sessions for volunteers and our partners/supporters and three external training sessions.

Referrals

Over the years, The Brigitte Trust has built strong partnerships with local providers, including hospices, hospitals, social care and other community-based services many of whom make regular referrals into our service. We are committed to building upon these partnerships and working closely with other organisations who work with the people we support.

Other Services

This year, we continued to strengthen both our core offerings and newer services, building on their success and expanding their reach.

Our structured Bereavement Support Programme has seen significant development. This 8-week course, facilitated by an experienced external professional, has been consistently delivered in two programmes in different towns across Surrey. Feedback has been overwhelmingly positive, and the programme is now highly regarded by a range of health and social care professionals. As a result, it is being actively promoted and we've been invited to deliver it for other Surrey-based organisations and churches, a testament to its growing impact and reputation.

Coffin Club Surrey continues to grow and develop. This free course is open to clients, the public, and allied health professionals and organisations, offering valuable education around end-of-life options, funeral planning, care, and holistic support. This year, we also introduced a bespoke coffin decorating service for those seeking a truly personal touch for their final farewell, a unique offering that has resonated deeply with participants.

Our Death Cafes, held in various locations across the county, remain a popular and important space for open and honest conversations about death and dying, all in an informal setting over coffee and cake. We've built a strong partnership with Surrey Library Service, which not only hosts many of these events but also actively promotes them to their members, helping us reach an even wider audience.

These services continue to break down barriers, spark meaningful dialogue, and provide invaluable support to the community.

...CONTINUED

The Brigitte Trust
Trustees' Report (continued)
For The Year Ended 31 March 2025

Main Achievements - continued

FUTURE PLANS

Looking Ahead: Plans for 2025–2026

As we look to the year ahead, we are excited to expand our services and deepen the support we offer to our community through several new and evolving initiatives.

We will be launching “Stories for Life”, a new service developed in partnership with a fellow charity. This free offering will give clients the opportunity to record their life stories, enabling terminally ill parents to leave meaningful messages for their children and allowing individuals to create truly personal messages for their loved ones.

Our Wellbeing Team of volunteers will also grow, allowing us to offer a wider range of therapies and holistic support delivered directly in people's homes. This expansion is part of our ongoing commitment to supporting the emotional and physical wellbeing of those we serve.

We hope to publish our own Brigitte Trust End-of-Life Planning Booklet, designed to help individuals put their affairs in order with clarity and compassion. Drawing on over 40 years of experience, this resource will include practical guidance as well as thoughtful insights tailored to the real needs people face during this time.

The Trust will also introduce “Bereavement First Aider” training workshops for businesses and local organisations. These sessions will equip employees with the tools to support colleagues in the workplace following a bereavement, fostering compassionate, understanding environments during times of loss.

Another key focus for the coming year is building closer partnerships with GP surgeries. Historically, there has been limited engagement, but we are hopeful this will change. We are piloting a scheme with one surgery to explore how we can complement clinical care by providing emotional, practical, and social support to their palliative care patients, helping to deliver truly holistic care.

With these new developments, we remain committed to providing compassionate, person-centred support to individuals and families across Surrey.

Funding

We are grateful to Surrey Heartlands Integrated Care System (ICS) for their continued support through the provision of core funding under an NHS Grant Agreement. This funding has been instrumental in enabling us to deliver our services across all areas of Surrey, including:

- East Surrey
- Guildford & Waverley
- North West Surrey
- Surrey Downs
- Surrey Heath
- Farnham

The NHS Grant Agreement officially expired on 31 March 2024. From 1 January 2024, all health service contracts, including new and significantly altered existing agreements, awarded by the Integrated Care Board (ICB) must now comply with the newly introduced Provider Selection Regime (PSR). In parallel, the ICB has also initiated a comprehensive review of all smaller grants, including ours, during 2024. While this review is ongoing, our current grant has been temporarily extended on existing terms, subject to three months' notice of termination.

This situation presents a significant risk to the Trust's financial stability, as core funding remains uncertain beyond the conclusion of the review. We remain in ongoing dialogue with the ICB and are committed to demonstrating the vital impact of our work across Surrey.

Beyond the core funding received from the NHS, the Trust has successfully sought funding from corporate partners, legacies, fundraising initiatives, gifting and stakeholder donations. Throughout the financial year we were fortunate to receive funding from 4 legacies and 19 charitable trusts/grant givers towards our core work, along with our bereavement support groups and neurological support group.

Financial Review

Financial Position

The Trust made a surplus of £85,758 (2024: deficit of £4,895), which was significantly better than forecast. The surplus largely resulted from a number of “one off” income items. We received a number of legacies during the year as well as a significant corporate donation. Ongoing grants, fund raising and donations were below forecast reflecting the difficult circumstances faced by the charity sector.

**The Brigitte Trust
Trustees' Report (continued)
For The Year Ended 31 March 2025**

Reserves Policy

Having taken account of:

- a closure contingency
- a need to provide liquidity in the day to day management of the Trust; and
- funding for future growth prospects

The Trustees continue to agree that unrestricted reserves should not fall below a minimum of six months running costs.

Risk Statement

The Trustees maintain a Risk Management Plan. This plan is reviewed and updated regularly. A Risk Policy has been developed to sit alongside the risk register. The main risks are funding, volunteer recruitment, non-renewal of the Surrey Heartlands Grant as a result of the ongoing ICB review of smaller grants and staffing.

Structure, Governance and Management

Governing Document

The Trust is a company limited by guarantee, as defined by the Companies Act 2006. It does not have any share capital and is registered as a charity with the Charity Commission. Its governing document is its Memorandum and Articles of Association dated 11th January 1984 as amended on 9th February 1984 and 14th December 1994.

There are no particular restrictions imposed by the Memorandum and Articles of Association concerning the way in which the Trust can operate. The Trustees have the power to invest the monies of the Trust in such investments as may be thought fit.

The Members of the Charity are the current trustees, staff and some volunteers, in addition to a small number of paying members. All members have voting rights at the AGM. Membership ends on resignation or payment ceases.

The members are liable for the Trust's debts and liabilities whilst being a member and up to one year after ceasing to be a member for those transactions entered into before that date, to a maximum of £10 each.

The Memorandum and Articles of Association of the Trust provide that in the event of a winding up, any surplus on the reserves should be distributed to associations with similar objects and not to members.

Patrons and Trustees

President

Michael More-Molyneux, Lord-Lieutenant of Surrey

Patrons

Sir Adrian White CBE DL
Caroline Sweerts de Landas Wyborgh, Baroness
Nicholas Owen

Directors and Trustees

Jan Way MBE	Chair
David Farmery	Treasurer
Peter Lagerberg	Company Secretary
Anne Sutton	
Mary Guypinkney	
Lesley Potter	
Simon Brown	(appointed 08/01/2025)
Jackie McNicholas	(appointed 04/06/2025)

The Trustees are responsible for:

- Determining the future policy of The Brigitte Trust
- Monitoring and evaluating current activity and performance
- Keeping appropriate accounting records (in accordance with the requirement of the Companies Act 2006)
- The financial stewardship of The Brigitte Trust and the investment of assets as appropriate; and
- Recruiting new Trustees to office

...CONTINUED

**The Brigitte Trust
Trustees' Report (continued)
For The Year Ended 31 March 2025**

Governing Document - continued

Trustees are appointed at the Annual General Meeting of the charity or by existing Trustees to hold office until the next Annual General Meeting. The number of Trustees shall not be less than three and is not subject to any maximum. Trustees serve for a three-year term and for a maximum of four terms. Trustees' indemnity insurance was in place during the period. The Board of Trustees meets regularly and at least six times a year.

The Brigitte Trust is led by Cathy Garling, Head of Operations. Cathy is supported by:

- Rachel Milton – Digital & Business Co-ordinator
- Tanya Stafford – Promotions & Fundraising Manager
- Sarah Pattenden – Service Manager
- Mandy East – Volunteer & Training Manager
- Claire Foard – Office Administrator

Freelance services are provided by:

- Pam Chiverton - Bookkeeper
- Neil Hunter – Consultant Fundraiser
- Natasha Parkin - HR Consultant
- Ali Merrett - Bereavement Facilitator

Sincere thanks are extended to the staff team who ensure the smooth and efficient running of our service with the highest standards of professionalism.

They were further supported by Chris Axton (IT) and Liz Dolman (Gift Aid) and in addition a small team of volunteer helpers who support with fundraising events and newsletter administration. We would like to pass on our wholehearted thanks to each of our back-office volunteers.

Reference and Administrative Details

Trustees

Jan Way
David Farmery
Peter Lagerberg
Anne Sutton
Mary Guypinkney
Lesley Potter
Simon Brown (appointed 08/01/2025)
Jackie McNicholas (appointed 04/06/2025)

Company Secretary

Peter Lagerberg

Charity Number

288923

Company Number

01782730

Registered Office

The Atrium
Curtis Road
Dorking
RH4 1EJ

**The Brigitte Trust
Trustees' Report (continued)
For The Year Ended 31 March 2025**

Independent Examiner

Philip Longstaff FCA
Ellis Atkins
Chartered Accountants
Constable Court, 62 Dene Street
Dorking
Surrey
RH4 2DP

**The Brigitte Trust
Trustees' Report (continued)
For The Year Ended 31 March 2025**

The trustees' report was approved by the board of trustees and signed on its behalf by:

Jan Way

Trustee

17th November 2025

The Brigitte Trust
Independent Examiner's Report to the Trustees of The Brigitte Trust
For The Year Ended 31 March 2025

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2025.

Responsibilities and Basis of Report

As the charity trustees of the Company (and also its directors for the purposes of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent Examiner's Statement

Since the Company'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 Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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.

Philip Longstaff FCA
18th November 2025
Ellis Atkins
Chartered Accountants
Constable Court, 62 Dene Street
Dorking
Surrey
RH4 2DP

The Brigitte Trust
Statement of Financial Activities (including Income and Expenditure Account)
For The Year Ended 31 March 2025

				2025	2024
		Unrestricted funds	Restricted funds	Total funds	Total funds
	Notes	£	£	£	£
INCOME AND ENDOWMENTS FROM:					
Donations and legacies	3	250,820	15,020	265,840	150,964
Charitable activities:	4				
Support to individuals with terminal illness		51,800	-	51,800	51,688
Other trading activities	5	11,076	-	11,076	13,794
Investments	6	5,851	-	5,851	5,452
		<u>319,547</u>	<u>15,020</u>	<u>334,567</u>	<u>221,898</u>
EXPENDITURE ON:					
Raising funds	9	(20,626)	-	(20,626)	(22,883)
Charitable activities:	9				
Support to individuals with terminal illness		(187,822)	(40,361)	(228,183)	(203,910)
		<u>(208,448)</u>	<u>(40,361)</u>	<u>(248,809)</u>	<u>(226,793)</u>
NET INCOME/(EXPENDITURE)		<u>111,099</u>	<u>(25,341)</u>	<u>85,758</u>	<u>(4,895)</u>
NET MOVEMENT IN FUNDS		<u>111,099</u>	<u>(25,341)</u>	<u>85,758</u>	<u>(4,895)</u>
RECONCILIATION OF FUNDS:					
Total funds brought forward		<u>228,767</u>	<u>25,341</u>	<u>254,108</u>	<u>259,003</u>
TOTAL FUNDS CARRIED FORWARD	17	<u><u>339,866</u></u>	<u><u>-</u></u>	<u><u>339,866</u></u>	<u><u>254,108</u></u>

The notes on pages 12 to 17 form part of these financial statements.

The Brigitte Trust
Comparative Statement of Financial Activities (including Income and Expenditure Account)
For The Year Ended 31 March 2025

		2024		
		Unrestricted funds	Restricted funds	Total funds
	Notes	£	£	£
INCOME AND ENDOWMENTS FROM:				
Donations and legacies	3	87,207	63,757	150,964
Charitable activities:	4			
Support to individuals with terminal illness		51,688	-	51,688
Other trading activities	5	13,794	-	13,794
Investments	6	5,452	-	5,452
		<u>158,141</u>	<u>63,757</u>	<u>221,898</u>
EXPENDITURE ON:				
Raising funds	9	(22,883)	-	(22,883)
Charitable activities:	9			
Support to individuals with terminal illness		(165,494)	(38,416)	(203,910)
		<u>(188,377)</u>	<u>(38,416)</u>	<u>(226,793)</u>
NET EXPENDITURE		<u>(30,236)</u>	<u>25,341</u>	<u>(4,895)</u>
NET MOVEMENT IN FUNDS		<u>(30,236)</u>	<u>25,341</u>	<u>(4,895)</u>
RECONCILIATION OF FUNDS:				
Total funds brought forward		259,003	-	259,003
TOTAL FUNDS CARRIED FORWARD	17	<u><u>228,767</u></u>	<u><u>25,341</u></u>	<u><u>254,108</u></u>

The notes on pages 12 to 17 form part of these financial statements.

**The Brigitte Trust
Balance Sheet
As At 31 March 2025**

				2025	2024
		Unrestricted funds	Restricted funds	Total funds	Total funds
	Notes	£	£	£	£
FIXED ASSETS					
Tangible Assets	14	312	-	312	704
		<u>312</u>	<u>-</u>	<u>312</u>	<u>704</u>
CURRENT ASSETS					
Debtors	15	22,532	-	22,532	9,477
Cash at bank and in hand		325,018	-	325,018	252,861
		<u>347,550</u>	<u>-</u>	<u>347,550</u>	<u>262,338</u>
Creditors: Amounts Falling Due Within One Year	16	(7,996)	-	(7,996)	(8,934)
NET CURRENT ASSETS (LIABILITIES)		<u>339,554</u>	<u>-</u>	<u>339,554</u>	<u>253,404</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>339,866</u>	<u>-</u>	<u>339,866</u>	<u>254,108</u>
NET ASSETS		<u>339,866</u>	<u>-</u>	<u>339,866</u>	<u>254,108</u>
FUNDS OF THE CHARITY					
Restricted Funds				-	25,341
Unrestricted Funds				339,866	228,767
TOTAL FUNDS	17			<u>339,866</u>	<u>254,108</u>

For the year ending 31 March 2025 the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the charitable 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 Act with respect to accounting records and the preparation of accounts.

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

On behalf of the board

Jan Way

Trustee

17th November 2025

David Farmery

Trustee

The notes on pages 12 to 17 form part of these financial statements.

The Brigitte Trust
Notes to the Financial Statements
For The Year Ended 31 March 2025

1. General Information

The Brigitte Trust is a company limited by guarantee, incorporated in England & Wales, registered number 01782730 and registered charity number 288923. The registered office is The Atrium, Curtis Road, Dorking, RH4 1EJ.

2. Accounting Policies

2.1. Basis of Preparation of Financial Statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) "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)", Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Companies Act 2006.

The charitable company is a Public Benefit Entity as defined by FRS 102.

2.2. Incoming Resources

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably. Investment income is recorded when receivable.

Grants are recognised when the entitlement to the grant is confirmed. Revenue based grants are recognised in the period in which the related costs are incurred.

2.3. Resources Expended

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

2.4. Tangible Fixed Assets and Depreciation

Tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. Depreciation is provided at rates calculated to write off the cost of the fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Office equipment	25% reducing balance
Fixtures & Fittings	25% reducing balance
Computer Equipment	25% on cost

2.5. Pensions

The charitable company operates a defined pension contribution scheme. Contributions are charged to the Statement of Financial Activities as they become payable in accordance with the rules of the scheme.

2.6. Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Expenditure which meets those criteria is allocated to that fund. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

2.7. Volunteers' services

The value of any voluntary help is not included in the accounts but the role of volunteers is described in the trustees' Annual Report.

The Brigitte Trust
Notes to the Financial Statements (continued)
For The Year Ended 31 March 2025

3. Income from Donations and Legacies

	Unrestricted	Restricted	2025	2024
	funds	funds	Total	Total
	£	£	funds	funds
Donations and gifts	70,215	1,520	71,735	27,979
Member subscriptions and sponsorships	795	-	795	945
Gift aid	3,221	-	3,221	3,420
Legacies	116,750	-	116,750	-
Grants	59,839	13,500	73,339	118,620
	<u>250,820</u>	<u>15,020</u>	<u>265,840</u>	<u>150,964</u>

4. Income from Charitable Activities

	2025	2024
	Unrestricted	Total
	funds	funds
	£	£
Support to individuals with terminal illness:		
Funding from NHS Surrey Heartlands	51,800	51,688
	<u>51,800</u>	<u>51,688</u>

5. Income from Other Trading Activities

	2025	2024
	Unrestricted	Total funds
	funds	
	£	£
Fundraising events	11,076	13,794
	<u>11,076</u>	<u>13,794</u>

6. Investment Income

	2025	2024
	Unrestricted	Total
	funds	funds
	£	£
Bank interest receivable	5,851	5,452
	<u>5,851</u>	<u>5,452</u>

7. Government Grants

The total amount of Government grants awarded towards the charity's core and restricted activities was:

	2025	2024
	£	£
	7,000	14,368
	<u>7,000</u>	<u>14,368</u>

8. Net Income/(Expenditure)

The net income/(expenditure) is stated after charging/(crediting):

	2025	2024
	£	£
Depreciation of tangible fixed assets - owned	392	338
	<u>392</u>	<u>338</u>

The Brigitte Trust
Notes to the Financial Statements (continued)
For The Year Ended 31 March 2025

9. Analysis of Expenditure

	2025		
	Activities undertaken directly	Support costs (see note 10)	Total
	£	£	£
Raising funds	20,626	-	20,626
Support to individuals with terminal illness	94,370	133,813	228,183
	<u>114,996</u>	<u>133,813</u>	<u>248,809</u>

	2024		
	Activities undertaken directly	Support costs (see note 10)	Total
	£	£	£
Raising funds	22,883	-	22,883
Support to individuals with terminal illness	84,642	119,268	203,910
	<u>107,525</u>	<u>119,268</u>	<u>226,793</u>

10. Support Costs

	2025
	Support to individuals with terminal illness
	£
Employee costs	85,234
Premises expenses	9,200
General administration	37,311
Depreciation	392
Interest payable	753
Governance costs	923
	<u>133,813</u>

	2024
	Support to individuals with terminal illness
	£
Employee costs	85,642
Premises expenses	137
General administration	30,785
Depreciation	338
Interest payable	537
Governance costs	1,829
	<u>119,268</u>

The Brigitte Trust
Notes to the Financial Statements (continued)
For The Year Ended 31 March 2025

11. Independent Examiner's Remuneration

	2025	2024
	£	£
Independent examination of the financial statements	650	650
Other assurance services	-	-
Tax advisory services	-	-
Other financial services	1,840	1,840
	<u>2,490</u>	<u>2,490</u>

12. Staff Costs

Staff costs were as follows:

	2025	2024
	£	£
Wages and salaries	141,161	132,507
Social security costs	6,744	6,100
Other pension costs	3,050	2,899
	<u>150,955</u>	<u>141,506</u>

No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000.

13. Average Number of Employees

Average number of employees during the year was: 6 (2024: 6)

14. Tangible Assets

	Office equipment	Fixtures & Fittings	Computer Equipment	Total
	£	£	£	£
Cost				
As at 1 April 2024	5,089	5,831	12,941	23,861
Disposals	(5,089)	(5,831)	(11,693)	(22,613)
As at 31 March 2025	<u>-</u>	<u>-</u>	<u>1,248</u>	<u>1,248</u>
Depreciation				
As at 1 April 2024	5,048	5,792	12,317	23,157
Provided during the period	41	39	312	392
Disposals	(5,089)	(5,831)	(11,693)	(22,613)
As at 31 March 2025	<u>-</u>	<u>-</u>	<u>936</u>	<u>936</u>
Net Book Value				
As at 31 March 2025	<u>-</u>	<u>-</u>	<u>312</u>	<u>312</u>
As at 1 April 2024	<u>41</u>	<u>39</u>	<u>624</u>	<u>704</u>

The Brigitte Trust
Notes to the Financial Statements (continued)
For The Year Ended 31 March 2025

15. Debtors

	2025	2024
	£	£
Due within one year		
Trade debtors	12,922	-
Prepayments and accrued income	7,119	6,814
Gift aid receivable	2,491	2,663
	<u>22,532</u>	<u>9,477</u>

16. Creditors: Amounts Falling Due Within One Year

	2025	2024
	£	£
Taxation and social security	2,003	2,529
Accruals and deferred income	5,993	6,405
	<u>7,996</u>	<u>8,934</u>

17. Movement in Funds

	As at 1 April 2024	Income	Expenditure	As at 31 March 2025
	£	£	£	£
Unrestricted funds				
General:				
General unrestricted fund	228,767	319,547	(208,448)	339,866
Restricted funds				
Breast Cancer	-	4,000	(4,000)	-
Bereavement	15,000	4,020	(19,020)	-
Home visits area based	-	7,000	(7,000)	-
MacMillan	10,341	-	(10,341)	-
Total restricted funds	<u>25,341</u>	<u>15,020</u>	<u>(40,361)</u>	<u>-</u>
Total funds	<u>254,108</u>	<u>334,567</u>	<u>(248,809)</u>	<u>339,866</u>

	As at 1 April 2023	Income	Expenditure	As at 31 March 2024
	£	£	£	£
Unrestricted funds				
General:				
General unrestricted fund	259,003	158,141	(188,377)	228,767
Restricted funds				
Breast Cancer	-	5,000	(5,000)	-
Bereavement	-	28,101	(13,101)	15,000
Training	-	750	(750)	-

...CONTINUED

The Brigitte Trust
Notes to the Financial Statements (continued)
For The Year Ended 31 March 2025

Home visits area based	-	16,118	(16,118)	-
MacMillan	-	13,788	(3,447)	10,341
Total restricted funds	-	63,757	(38,416)	25,341
Total funds	259,003	221,898	(226,793)	254,108

18. Transactions with Trustees

None of the trustees received any remuneration or any other benefits from an employment with the charity or a related entity during the current or previous year.

No trustee expenses have been incurred.

19. Related Party Disclosures

Key management personnel (including directors) received compensation of £34,992 (2024: £33,866)

20. Company limited by guarantee

The company is limited by guarantee and has no share capital.

Every member of the company undertakes to contribute to the assets of the company, in the event of a winding up, such an amount as may be required not exceeding £1.

THE BRIGITTE TRUST

England & Wales - Charity number 288923

Accounts

REGISTERED COMPANY NUMBER: 01782730 (England and Wales)
REGISTERED CHARITY NUMBER: 288923

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2024
FOR
THE BRIGITTE TRUST

Ellis Atkins
Chartered Accountants
The Atrium Business Centre
Curtis Road
Dorking
Surrey
RH4 1XA

THE BRIGITTE TRUST

CONTENTS OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2024

	Page
Report of the Trustees	1 to 7
Independent Examiner's Report	8
Statement of Financial Activities	9
Balance Sheet	10 to 11
Notes to the Financial Statements	12 to 18
Detailed Statement of Financial Activities	19 to 20

THE BRIGITTE TRUST
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2024

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31st March 2024. The trustees have adopted the provisions of 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).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The Brigitte Trust is named after its founder Brigitte Watkin. The charity is proud to uphold Brigitte's original purpose, and its objectives are to:

- Help people live well beyond diagnosis
- Offer support to the client's carer and family as appropriate
- Offer bereavement support; and
- Operate in a professional manner ensuring the highest standards in all areas of activity.

The service is entirely free to the clients and is provided through our team of highly trained and committed volunteers supported by salaried professional staff. It may be accessed:

- From diagnosis
- Through and/or after a course of treatment or surgery
- Where the health or well-being of the client or carer is poor or support is needed to sustain the caring role
- Towards the end of life
- For bereavement support

A professional management team recruits and trains the volunteers, manages the referrals process matching clients with the right volunteer to meet their needs, supports volunteers, and administers the work of the Trust, ensuring funding is secured.

A volunteer Board of Trustees provides the necessary governance.

Public benefit

In accordance with Section 4 of the Charities Act 2011, the Trustees have had due regard to the guidance published by the Charity Commission on public benefit when reviewing the charity's activities and planning future activities. We consider that our service plays an important role in:

- Supporting people to feel less socially isolated. Many of the people we support live alone and their Brigitte Trust volunteer might be the only or one of the very few people with whom they have regular contact
- Reducing hospital admission/re-admission. We pride ourselves that our service can help people who wish to die at home fulfil that wish wherever possible
- Supporting the client/carer relationship by enabling the carer to take a break

THE BRIGITTE TRUST
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2024

OBJECTIVES AND ACTIVITIES

Volunteers

The Brigitte Trust upholds the highest standards of practice and care in all areas of its activity. All of our volunteers are interviewed both before the commencement of their training and after its completion, and all are DBS checked. A robust programme of support is in place.

The Brigitte Trust is hugely grateful for the commitment and hard work of all the volunteers on whom the Trust relies. It is through their dedication, commitment and professionalism in supporting clients and their families at difficult times that the Brigitte Trust's values and ethos are best demonstrated.

Each year we plan recruitment to maintain our volunteer workforce. The Brigitte Trust is committed to equal opportunities and reflecting diversity in recruitment, service delivery and all other aspects of our work.

The volunteers support people for a period of up to three hours every week. The support provided is wide-ranging and can include sitting quietly with a client, support with shopping, transport to medical appointments etc. However, our service goes far beyond befriending, with trained volunteers providing hugely important emotional as well as practical support.

THE BRIGITTE TRUST
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2024

ACHIEVEMENT AND PERFORMANCE

Charitable activities

2023/24 has been another busy year consolidating our service offers.

Highlights include:

- Bereavement Support Groups
- Coffin Club Surrey
- Death Cafés
- Neurological Support Group

We also ran a bereavement workshop aimed at employers to educate them around issues affecting bereaved employees.

Our Clients

In 2023/24 we supported 422 clients.

Our client profile was as follows: 42% bereavement support, 38% diagnosis of cancer, 13% neurological conditions, and 7% was from other end stage illnesses such as respiratory disease, heart and renal failure.

We supported a wide age demographic with a range of between 18-100+, however 57% were aged over 60. These clients are supported by the volunteers through weekly visits.

Our volunteers

During the year we had a total of 128 volunteers

Referrals

Over the years The Brigitte Trust has built strong partnerships with local providers, including hospices, hospitals, social care and other community-based services many of whom make regular referrals into our service. We are committed to building upon these partnerships and working closely with other organisations who work with the people we support.

Other Services

We continued to build on our newer services as well as our core service. These included the ongoing development of our robust and structured bereavement support programme. This is an 8-week structured programme led by an external facilitator. We ran 7 programmes in different towns across Surrey. We have had excellent feedback from these sessions. It is now highly regarded by a range of health and social care professionals.

Coffin Club Surrey continues to grow and develop. This is a 6-week course to learn about your different funeral options and make plans.

Death Cafes have been held in different parts of the County. These are proving to be popular and an opportunity to have an open and honest conversation about death and dying over a cup of coffee and cake. We have developed an excellent relationship with Surrey Library Service where we often hold our Death Cafes and they actively promote to their library members.

THE BRIGITTE TRUST
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2024

ACHIEVEMENT AND PERFORMANCE

Funding

Surrey Heartlands Integrated Care System continued to provide the Trust with core funding under the terms of an NHS Grant Agreement and we wish to acknowledge this and thank them for their continued support for our work. This funding allows us to provide support across all of Surrey:

- East Surrey
- Guildford & Waverley
- North West Surrey
- Surrey Downs
- Surrey Heath
- Farnham

The NHS Grant Agreement expired on 31 March 2024. In addition, from 1st January 2024 all such contracts (including substantial changes to existing contracts) awarded made by the Integrated Care Board (ICB) for health services, have to comply with the requirements of the Provider Selection Regime (PSR). In parallel, the ICB has decided to undertake a review of all smaller grants in 2024. Until this review is complete, our Grant will be rolled over and continue on existing terms under three months' notice of termination. This clearly represents a significant risk to the Trust's income stream.

Beyond the core funding received from the NHS, the Trust has successfully sought funding from corporate partners, legacies, fundraising initiatives, gifting and stakeholder donations. Throughout the financial year we were fortunate to receive funding from 16 charitable trusts towards our core work, along with our bereavement support groups and neurological support group.

FINANCIAL REVIEW

The Financial Results for the Year

The Trust made a deficit of £4,895 (2023: deficit of £45,679), which was significantly better than forecast. Our grants success rate was much higher than anticipated and while fundraising efforts and donations were less than planned.

Reserves policy

Having taken account of:

- a closure contingency
- a need to provide liquidity in the day to day management of the Trust; and
- funding for future growth prospects,

The Trustees continue to agree that unrestricted reserves should not fall below a minimum of six months running costs. We have drawn on some of our reserves this year in order to take forward the new services such as the Wellbeing at Home and End of Life Planning Service.

FUTURE PLANS

In 2024/25 we will launch our wellbeing at home service. We have recruited a range of volunteers who can offer haircuts, manicures, hand massage, beauty treatments, reiki etc to our clients who are unable to leave home. Also we will launch our End-of-Life Planning Service to our clients, this covers Wills & Lasting Powers of Attorney, Advanced Care Planning, funerals/celebration of life and digital executors.

2024 marks the 40th year of The Brigitte Trust. We have developed a timeline of our website, we held a webinar with Dr. Kathryn Mannix to talk about 'Tender Conversations' on 8th May in Dying Matters week, and we are running a fundraising campaign to raise or donate £40 to celebrate 40 years.

THE BRIGITTE TRUST
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2024

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Trust is a company limited by guarantee, as defined by the Companies Act 2006. It does not have any share capital and is registered as a charity with the Charity Commission. Its governing document is its Memorandum and Articles of Association dated 11th January 1984 as amended on 9th February 1984 and 14th December 1994.

There are no particular restrictions imposed by the Memorandum and Articles of Association concerning the way in which the Trust can operate. The Trustees have the power to invest the monies of the Trust in such investments as may be thought fit.

The Members of the Charity are the current trustees, staff and some volunteers, in addition to a small number of paying members. All members have voting rights at the AGM. Membership ends on resignation or payment ceases.

The members are liable for the Trust's debts and liabilities whilst being a member and up to one year after ceasing to be a member for those transactions entered into before that date, to a maximum of £10 each.

The Memorandum and Articles of Association of the Trust provide that in the event of a winding up, any surplus on the reserves should be distributed to associations with similar objects and not to members.

Patrons and Trustees

President

Michael More-Molyneux, Lord-Lieutenant of Surrey

Patrons

Sir Adrian White CBE DL

Corinna, Lady Hamilton of Dalzell

Sir Paul Beresford

Mr Nicholas Owen

Directors and Trustees

Jan Way MBE

Chair

David Farmery

Treasurer

Peter Lagerberg

Company Secretary

Anne Sutton

Mary Guypinkney

Lesley Potter

(appointed 17th January 2024)

Nicholas Johnson

(resigned 6th March 2024)

THE BRIGITTE TRUST
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2024

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governance and internal control

The Trustees are responsible for:

- Determining the future policy of The Brigitte Trust
- Monitoring and evaluating current activity and performance
- Keeping appropriate accounting records (in accordance with the requirement of the Companies Act 2006)
- The financial stewardship of The Brigitte Trust and the investment of assets as appropriate; and
- Recruiting new Trustees to office

Trustees are appointed at the Annual General Meeting of the charity or by existing Trustees to hold office until the next Annual General Meeting. The number of Trustees shall not be less than three and is not subject to any maximum. Trustees serve for a three-year term and for a maximum of four terms. Trustees' indemnity insurance was in place during the period.

The Board of Trustees meets regularly and at least six times a year.

The Brigitte Trust is led by Lucy Beach, Charity Manager. Lucy is supported by:

- Rachel Milton - Charity Business & Digital Co-ordinator
- Tanya Stafford - Engagement, Fundraising & Promotions Lead
- Sarah Pattenden - Service Co-ordinator
- Mandy East - Volunteer & Training Manager
- Claire Foard - Administration Assistant

Freelance services are provided by:

- Pam Chiverton - Bookkeeper
- Katie Heyward - Consultant Fundraiser
- Natasha Parkin - HR Consultant
- Ali Merrett - Bereavement Facilitator

Sincere thanks are extended to the staff team who ensure the smooth and efficient running of our service with the highest standards of professionalism.

They were further supported by Chris Axton (IT) and Liz Dolman (Gift Aid) and in addition a small team of volunteer helpers who support with fundraising events and newsletter administration. We would like to pass on our wholehearted thanks to each of our back-office volunteers.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

01782730 (England and Wales)

Registered Charity number

288923

Registered office

Abinger House
Church Street
Dorking
Surrey
RH4 1DF

THE BRIGITTE TRUST
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2024

Trustees

Jan Way
David Farmery
Peter Lagerberg
Anne Sutton
Mary Guypinkney
Nicholas Johnson (resigned 6.3.24)
Lesley Potter (appointed 17.1.24)

Independent Examiner

Philip Longstaff FCA
Ellis Atkins
Chartered Accountants
The Atrium Business Centre
Curtis Road
Dorking
Surrey
RH4 1XA

Solicitors

Downs Solicitors
156 High Street
Dorking
Surrey
RH4 1BQ

Bankers

National Westminster Bank Plc

COIF Charities Deposit Fund
80 Cheapside
London
EC2V 6DZ

Shawbrook Bank Ltd
Warley Hill Business Park
Great Warley
Brentwood
Essex CM13 3BE

Approved by order of the board of trustees on 18th September 2024 and signed on its behalf by:

Jan Way - Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE BRIGITTE TRUST

Independent examiner's report to the trustees of The Brigitte Trust ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31st March 2024.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

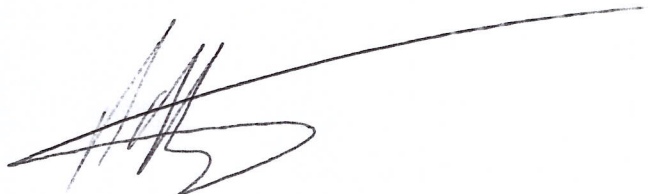
Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.



Philip Longstaff FCA

Ellis Atkins
Chartered Accountants
The Atrium Business Centre
Curtis Road
Dorking
Surrey
RH4 1XA

24th September 2024

THE BRIGITTE TRUST

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2024**

	Notes	Unrestricted fund £	Restricted funds £	31/3/24 Total funds £	31/3/23 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	87,207	63,757	150,964	124,291
Charitable activities	5				
Support and practical help to individuals and their families with life threatening illness		51,688	-	51,688	51,688
Other trading activities	3	13,794	-	13,794	24,739
Investment income	4	5,452	-	5,452	2,427
Total		<u>158,141</u>	<u>63,757</u>	<u>221,898</u>	<u>203,145</u>
EXPENDITURE ON					
Raising funds		22,883	-	22,883	19,993
Charitable activities	6				
Support and practical help to individuals and their families with life threatening illness		165,494	38,416	203,910	228,831
Total		<u>188,377</u>	<u>38,416</u>	<u>226,793</u>	<u>248,824</u>
NET INCOME/(EXPENDITURE)		(30,236)	25,341	(4,895)	(45,679)
RECONCILIATION OF FUNDS					
Total funds brought forward		259,003	-	259,003	304,682
TOTAL FUNDS CARRIED FORWARD		<u><u>228,767</u></u>	<u><u>25,341</u></u>	<u><u>254,108</u></u>	<u><u>259,003</u></u>

The notes form part of these financial statements

THE BRIGITTE TRUST

**BALANCE SHEET
31ST MARCH 2024**

	Notes	Unrestricted fund £	Restricted funds £	31/3/24 Total funds £	31/3/23 Total funds £
FIXED ASSETS					
Tangible assets	12	704	-	704	1,042
CURRENT ASSETS					
Debtors	13	9,477	-	9,477	6,620
Cash at bank and in hand		227,520	25,341	252,861	259,929
		<u>236,997</u>	<u>25,341</u>	<u>262,338</u>	<u>266,549</u>
CREDITORS					
Amounts falling due within one year	14	(8,934)	-	(8,934)	(8,588)
NET CURRENT ASSETS		<u>228,063</u>	<u>25,341</u>	<u>253,404</u>	<u>257,961</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>228,767</u>	<u>25,341</u>	<u>254,108</u>	<u>259,003</u>
NET ASSETS		<u>228,767</u>	<u>25,341</u>	<u>254,108</u>	<u>259,003</u>
FUNDS	15				
Unrestricted funds				228,767	259,003
Restricted funds				25,341	-
TOTAL FUNDS				<u>254,108</u>	<u>259,003</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2024.

The members have not required the company to obtain an audit of its financial statements for the year ended 31st March 2024 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

THE BRIGITTE TRUST

BALANCE SHEET - continued
31ST MARCH 2024

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 18th September 2024 and were signed on its behalf by:

Jan Way - Trustee

David Farmery - Trustee

The notes form part of these financial statements

THE BRIGITTE TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2024

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income and grants

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably. Investment income is recorded when receivable.

Gift Aid reclaimable on donations to the Trust is included with the amount received.

Grants are recognised when the entitlement to the grant is confirmed. Revenue based grants are recognised in the period in which the related costs are incurred.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Governance costs

Governance costs are those incurred in relation to the administration of the Trust and compliance with constitutional and statutory requirements.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Office equipment	- 25% on reducing balance
Fixtures and fittings	- 25% on reducing balance
Computer equipment	- 25% on cost

Taxation

As the Trust's aims are charitable, no corporation tax liability arises for the year.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Expenditure which meets those criteria is allocated to that fund. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Volunteers' help

The value of any voluntary help is not included in the accounts but the role of volunteers is described in the trustees' Annual Report.

THE BRIGITTE TRUST

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST MARCH 2024**

2. DONATIONS AND LEGACIES

	31/3/24	31/3/23
	£	£
Donations and gifts	27,979	40,353
Gift aid	3,420	3,037
Legacies	-	5,050
Grants	118,620	74,801
Membership	945	1,050
	<u>150,964</u>	<u>124,291</u>

The total amount of grants received during the year from Government bodies towards the charity's core and restricted activities was £14,368 (2023: £18,550).

3. OTHER TRADING ACTIVITIES

	31/3/24	31/3/23
	£	£
Fundraising activities	13,794	24,391
Coffin Club sales	-	348
	<u>13,794</u>	<u>24,739</u>

4. INVESTMENT INCOME

	31/3/24	31/3/23
	£	£
Interest receivable	5,452	2,427
	<u>5,452</u>	<u>2,427</u>

5. INCOME FROM CHARITABLE ACTIVITIES

	31/3/24	31/3/23
	£	£
Funding from Surrey Heartlands	51,688	51,688
Activity		
Support and practical help to individuals and their families with life threatening illness		
	<u>51,688</u>	<u>51,688</u>

THE BRIGITTE TRUST

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST MARCH 2024**

6. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 7) £	Totals £
Support and practical help to individuals and their families with life threatening illness	<u>87,619</u>	<u>116,291</u>	<u>203,910</u>

7. SUPPORT COSTS

	Management £	Governance costs £	Totals £
Support and practical help to individuals and their families with life threatening illness	<u>114,462</u>	<u>1,829</u>	<u>116,291</u>

8. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31/3/24 £	31/3/23 £
Depreciation - owned assets	338	347
Independent Examiner's Fee	650	650
Independent Examiner - Other services	<u>1,840</u>	<u>1,930</u>

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st March 2024 nor for the year ended 31st March 2023.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31st March 2024 nor for the year ended 31st March 2023.

10. STAFF COSTS

	31/3/24 £	31/3/23 £
Wages and salaries	132,507	132,721
Social security costs	6,100	6,262
Other pension costs	<u>2,899</u>	<u>2,857</u>
	<u>141,506</u>	<u>141,840</u>

The trustees consider the aggregate employment benefits of the Key Management Personnel for 2024 to be £33,866 (2023: £32,623).

THE BRIGITTE TRUST

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST MARCH 2024**

10. STAFF COSTS - continued

The average monthly number of employees during the year was as follows:

	31/3/24	31/3/23
Average number of employees	6	6
	<u> </u>	<u> </u>

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

11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	63,240	61,051	124,291
Charitable activities			
Support and practical help to individuals and their families with life threatening illness	51,688	-	51,688
Other trading activities	24,739	-	24,739
Investment income	2,427	-	2,427
	<u> </u>	<u> </u>	<u> </u>
Total	142,094	61,051	203,145
	<u> </u>	<u> </u>	<u> </u>
EXPENDITURE ON			
Raising funds	19,993	-	19,993
Charitable activities			
Support and practical help to individuals and their families with life threatening illness	158,246	70,585	228,831
	<u> </u>	<u> </u>	<u> </u>
Total	178,239	70,585	248,824
	<u> </u>	<u> </u>	<u> </u>
NET INCOME/(EXPENDITURE)	(36,145)	(9,534)	(45,679)
RECONCILIATION OF FUNDS			
Total funds brought forward	295,148	9,534	304,682
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS CARRIED FORWARD	259,003	-	259,003
	<u> </u>	<u> </u>	<u> </u>

THE BRIGITTE TRUST

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST MARCH 2024**

12. TANGIBLE FIXED ASSETS

	Office equipment £	Fixtures and fittings £	Computer equipment £	Totals £
COST				
At 1st April 2023 and 31st March 2024	<u>5,089</u>	<u>5,831</u>	<u>12,941</u>	<u>23,861</u>
DEPRECIATION				
At 1st April 2023	5,035	5,779	12,005	22,819
Charge for year	<u>13</u>	<u>13</u>	<u>312</u>	<u>338</u>
At 31st March 2024	<u>5,048</u>	<u>5,792</u>	<u>12,317</u>	<u>23,157</u>
NET BOOK VALUE				
At 31st March 2024	<u>41</u>	<u>39</u>	<u>624</u>	<u>704</u>
At 31st March 2023	<u>54</u>	<u>52</u>	<u>936</u>	<u>1,042</u>

13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31/3/24 £	31/3/23 £
Gift aid receivable	2,663	1,861
Prepayments and accrued income	<u>6,814</u>	<u>4,759</u>
	<u>9,477</u>	<u>6,620</u>

14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31/3/24 £	31/3/23 £
Social security and other taxes	2,529	2,632
Accrued expenses	<u>6,405</u>	<u>5,956</u>
	<u>8,934</u>	<u>8,588</u>

15. MOVEMENT IN FUNDS

	At 1/4/23 £	Net movement in funds £	At 31/3/24 £
Unrestricted funds			
General fund	259,003	(30,236)	228,767
Restricted funds			
Macmillan Cancer Support	-	10,341	10,341
Bereavement	-	<u>15,000</u>	<u>15,000</u>
	-	<u>25,341</u>	<u>25,341</u>
TOTAL FUNDS	<u>259,003</u>	<u>(4,895)</u>	<u>254,108</u>

THE BRIGITTE TRUST

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST MARCH 2024**

15. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	158,141	(188,377)	(30,236)
Restricted funds			
Macmillan Cancer Support	13,788	(3,447)	10,341
Breast Cancer	5,000	(5,000)	-
Bereavement	28,101	(13,101)	15,000
Training	750	(750)	-
Home visits area based	16,118	(16,118)	-
	<u>63,757</u>	<u>(38,416)</u>	<u>25,341</u>
TOTAL FUNDS	<u><u>221,898</u></u>	<u><u>(226,793)</u></u>	<u><u>(4,895)</u></u>

Comparatives for movement in funds

	At 1/4/22 £	Net movement in funds £	At 31/3/23 £
Unrestricted funds			
General fund	295,148	(36,145)	259,003
Restricted funds			
Other restricted funds	3,849	(3,849)	-
Bereavement	5,685	(5,685)	-
	<u>9,534</u>	<u>(9,534)</u>	<u>-</u>
TOTAL FUNDS	<u><u>304,682</u></u>	<u><u>(45,679)</u></u>	<u><u>259,003</u></u>

THE BRIGITTE TRUST

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST MARCH 2024**

15. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	142,094	(178,239)	(36,145)
Restricted funds			
Other restricted funds	-	(3,849)	(3,849)
Breast Cancer	5,000	(5,000)	-
Bereavement	9,320	(15,005)	(5,685)
Training	29,731	(29,731)	-
Home visits area based	17,000	(17,000)	-
	<u>61,051</u>	<u>(70,585)</u>	<u>(9,534)</u>
TOTAL FUNDS	<u>203,145</u>	<u>(248,824)</u>	<u>(45,679)</u>

The restricted funds arise from donations and grants made for specific purposes eg training of volunteers, volunteers' expenses, recruitment and publicity, along with donations that are restricted in respect of the types of illness they will cover, and geographical areas.

16. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31st March 2024.

THE BRIGITTE TRUST

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2024**

	31/3/24 £	31/3/23 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations and gifts	27,979	40,353
Gift aid	3,420	3,037
Legacies	-	5,050
Grants	118,620	74,801
Membership	945	1,050
	150,964	124,291
Other trading activities		
Fundraising activities	13,794	24,391
Coffin Club sales	-	348
	13,794	24,739
Investment income		
Interest receivable	5,452	2,427
Charitable activities		
Funding from Surrey Heartlands	51,688	51,688
	221,898	203,145
Total incoming resources		
EXPENDITURE		
Raising donations and legacies		
Promotions salary	8,757	8,319
Social security	342	294
Pensions	169	156
Fundraising costs	13,615	10,802
	22,883	19,571
Other trading activities		
Coffin Club purchases	-	422
Charitable activities		
Salaries	54,609	51,320
Social security	2,884	2,432
Pensions	1,264	1,165
Expenses of volunteers	7,695	7,187
Training, supervision and room hire	3,939	11,125
Carried forward	70,391	73,229

This page does not form part of the statutory financial statements

THE BRIGITTE TRUST

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2024**

	31/3/24 £	31/3/23 £
Charitable activities		
Brought forward	70,391	73,229
Staff expenses	2,977	3,091
Support Groups fees & expenses	14,251	11,059
	87,619	87,379
Support costs		
Management		
Salaries	69,141	73,082
Social security	2,874	3,536
Pensions	1,466	1,536
Insurance	1,244	2,675
Telephone	1,131	1,639
Office consumables	2,354	3,130
Publicity	13,563	8,897
Sundries	2,395	3,505
Rent and rates	-	9,882
IT costs and maintenance	2,525	1,374
DBS check fees	580	577
Bookkeeping	2,756	2,625
Recruitment costs	11,581	10,918
Cleaning and maintenance	137	12,244
Light and heat	-	2,167
Independent Examiner's fee - other services	1,840	1,930
Depreciation of office equipment	13	17
Fixtures and fittings	13	17
Computer equipment	312	312
Bank charges	537	520
	114,462	140,583
Governance costs		
Insurance	228	219
AGM costs	951	-
Independent Examiner's fee	650	650
	1,829	869
Total resources expended	226,793	248,824
Net expenditure	(4,895)	(45,679)

This page does not form part of the statutory financial statements

THE BRIGITTE TRUST

England & Wales - Charity number 288923

Accounts

REGISTERED COMPANY NUMBER: 01782730 (England and Wales)
REGISTERED CHARITY NUMBER: 288923

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023
FOR
THE BRIGITTE TRUST**

Ellis Atkins
Chartered Accountants
The Atrium Business Centre
Curtis Road
Dorking
Surrey
RH4 1XA

THE BRIGITTE TRUST

CONTENTS OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

	Page
Report of the Trustees	1 to 7
Independent Examiner's Report	8
Statement of Financial Activities	9
Balance Sheet	10 to 11
Notes to the Financial Statements	12 to 19
Detailed Statement of Financial Activities	20 to 21

THE BRIGITTE TRUST
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2023. The trustees have adopted the provisions of 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).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The Brigitte Trust is named after its founder Brigitte Watkin. The charity is proud to uphold Brigitte's original purpose, and its objectives are to:

- Help people live well beyond diagnosis
- Offer support to the client's carer and family as appropriate
- Offer bereavement support; and
- Operate in a professional manner ensuring the highest standards in all areas of activity.

The service is entirely free to the clients and is provided through our team of highly trained and committed volunteers supported by salaried professional staff. It may be accessed:

- From diagnosis
- Through and/or after a course of treatment or surgery
- Where the health or well-being of the client or carer is poor or support is needed to sustain the caring role
- Towards the end of life
- For bereavement support

A professional management team recruits and trains the volunteers, manages the referrals process matching clients with the right volunteer to meet their needs, supports volunteers, and administers the work of the Trust, ensuring funding is secured.

A volunteer Board of Trustees provides the necessary governance.

Public benefit

In accordance with Section 4 of the Charities Act 2011, the Trustees have had due regard to the guidance published by the Charity Commission on public benefit when reviewing the charity's activities and planning future activities. We consider that our service plays an important role in:

- Supporting people to feel less socially isolated. Many of the people we support live alone and their Brigitte Trust volunteer might be the only or one of the very few people with whom they have regular contact
- Reducing hospital admission/readmission. We pride ourselves that our service can help people who wish to die at home fulfil that wish wherever possible
- Supporting the client/carer relationship by enabling the carer to take a break

THE BRIGITTE TRUST
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023

OBJECTIVES AND ACTIVITIES

Volunteers

The Brigitte Trust upholds the highest standards of practice and care in all areas of its activity. All of our volunteers are interviewed both before the commencement of their training and after its completion, and all are DBS checked. A robust programme of support is in place.

The Brigitte Trust is hugely grateful for the commitment and hard work of all the volunteers on whom the Trust relies. It is through their dedication, commitment and professionalism in supporting clients and their families at difficult times that the Brigitte Trust's values and ethos are best demonstrated.

Each year we plan recruitment to increase our volunteer workforce. The Brigitte Trust is committed to equal opportunities and reflecting diversity in recruitment, service delivery and all other aspects of our work.

The volunteers support people for a period of up to three hours every week. The support provided is wide-ranging and can include sitting quietly with a client, support with shopping, transport to medical appointments etc. However, our service goes far beyond befriending, with trained volunteers providing hugely important emotional as well as practical support.

THE BRIGITTE TRUST
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023

ACHIEVEMENT AND PERFORMANCE

Charitable activities

2021/22 has been another busy year consolidating our service offers.

Highlights include:

- Bereavement Support Groups
- Coffin Club Surrey
- Death Cafés
- Neurological Support Group

The most significant event of the year was our office move. We moved from our long-standing base at 316 High Street, Dorking to Abinger House, Church Street Dorking at the end of December 2022. We are truly grateful for the generosity of Stonegate Homes in hosting us.

Our Clients

In 2022/23 we supported 421 clients. Our client profile was as follows: bereavement support 39%, diagnosis of cancer 40%, neurological conditions 14%, and other end stage illnesses such as respiratory disease, heart and renal failure 7%.

We supported a wide age demographic with a range of between 18-100+, however, 56% were aged over 60.

Our volunteers

During the year we had a total of 108 volunteers

Referrals

Over the years The Brigitte Trust has built strong partnerships with local providers, including hospices, hospitals, social care and other community-based services many of whom make regular referrals into our service. We are committed to building upon these partnerships and working closely with other organisations who work with the people we support.

Other Services

We continued to build on our newer services as well as our core service. These included the ongoing development of our robust and structured bereavement support programme. This is an 8-week structured programme led by an external facilitator. We ran 8 programmes in different towns across Surrey. We have had excellent feedback from these sessions. It is now highly regarded by a range of health and social care professionals.

Coffin Club Surrey continues to grow and develop. This is a 6-week course to learn about your different funeral options and make plans. There is also an optional coffin decorating workshop.

Death Cafés have been held in different parts of the County. These are proving to be popular and an opportunity to have an open and honest conversation about death and dying over a cup of coffee and cake. We have developed an excellent relationship with Surrey Library Service where we often hold the Death Cafés, and they actively promote to their members.

Funding

Surrey Heartlands Integrated Care System continued to provide the Trust with core funding and we wish to acknowledge this and thank them for their continued support for our work. This funding allows us to provide support across all of Surrey:

- East Surrey
- Guildford & Waverley
- North West Surrey
- Surrey Downs
- Surrey Heath
- Farnham

Beyond the core funding received from the NHS, the Trust has successfully sought funding from corporate partners, legacies, fundraising initiatives, gifting and stakeholder donations. Throughout the financial year we were fortunate to receive funding from 16 charitable trusts towards our core work, along with our bereavement support groups and neurological support group.

THE BRIGITTE TRUST
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023

FINANCIAL REVIEW

The Financial Results for the Year

The Trust made a deficit of £45,679 (2022: deficit of £30,264, which was due to three main factors. Firstly we invested in the expansion of the core team to handle increased activity, secondly we invested in new service developments and finally we experienced a tougher climate for grant funding than in preceding years. Our fundraising efforts and donations remained strong - of particular note was Westival and The Big Give Christmas Challenge. We were also generously supported by Clandon Regis Golf Club.

Reserves policy

Having taken account of:

- a closure contingency
- a need to provide liquidity in the day to day management of the Trust; and
- funding for future growth prospects,

the Trustees continue to agree that unrestricted reserves should not fall below a minimum of six months' running costs.

FUTURE PLANS

2024 is our 40th anniversary. We are planning a range of celebrations and fundraisers to mark this occasion. We are also in the early stages of planning two new services namely a Wellbeing Service and an End of Life Planning Service.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Trust is a company limited by guarantee, as defined by the Companies Act 2006. It does not have any share capital and is registered as a charity with the Charity Commission. Its governing document is its Memorandum and Articles of Association dated 11th January 1984 as amended on 9th February 1984 and 14th December 1994.

There are no particular restrictions imposed by the Memorandum and Articles of Association concerning the way in which the Trust can operate. The Trustees have the power to invest the monies of the Trust in such investments as may be thought fit.

The Members of the Charity are the current trustees, staff and some volunteers, in addition to a small number of paying members. All members have voting rights at the AGM. Membership ends on resignation or payment ceases.

The members are liable for the Trust's debts and liabilities whilst being a member and up to one year after ceasing to be a member for those transactions entered into before that date, to a maximum of £10 each.

The Memorandum and Articles of Association of the Trust provide that in the event of a winding up, any surplus on the reserves should be distributed to associations with similar objects and not to members.

THE BRIGITTE TRUST
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT

Patrons and Trustees

President

Michael More-Molyneux, Lord-Lieutenant of Surrey

Patrons

Sir Adrian White CBE DL

Corinna, Lady Hamilton of Dalzell

Rt Hon Sir Paul Beresford MP

Mr Nicholas Owen

Directors and Trustees

Jan Way MBE

Chair

David Farmery

Treasurer

Peter Lagerberg

Company Secretary

Anne Sutton

Mary Guypinkney

Nicholas Johnson

THE BRIGITTE TRUST
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governance and internal control

The Trustees are responsible for:

- Determining the future policy of The Brigitte Trust
- Monitoring and evaluating current activity and performance
- Keeping appropriate accounting records (in accordance with the requirement of the Companies Act 2006)
- The financial stewardship of The Brigitte Trust and the investment of assets as appropriate; and
- Recruiting new Trustees to office

Trustees are appointed at the Annual General Meeting of the charity or by existing Trustees to hold office until the next Annual General Meeting. The number of Trustees shall not be less than three and is not subject to any maximum. Trustees serve for a three-year term and for a maximum of four terms. Trustees' indemnity insurance was in place during the period.

The Board of Trustees meets regularly and at least six times a year.

The Brigitte Trust is led by Lucy Beach, Charity Manager. Lucy is supported by:

- Ingrid Walker - Charity Business & Digital Co-ordinator
- Tanya Stafford - Engagement, Fundraising & Promotions Lead
- Sarah Pattenden - Service Co-ordinator
- Mandy East - Volunteer & Training Manager
- Claire Foard - Administration Assistant

Freelance services are provided by:

- Pam Chiverton - Bookkeeper
- Katie Heyward - Consultant Fundraiser
- Natasha Parkin - HR Consultant
- Ali Merrett - Bereavement Facilitator

Sincere thanks are extended to the staff team who ensure the smooth and efficient running of our service with the highest standards of professionalism.

They were further supported by Chris Axton (IT) and Liz Dolman (Gift Aid) and in addition a small team of volunteer helpers who support with fundraising events and newsletter administration. We would like to pass on our wholehearted thanks to each of our back-office volunteers.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

01782730 (England and Wales)

Registered Charity number

288923

Registered office

Abinger House
Church Street
Dorking
Surrey
RH4 1DF

THE BRIGITTE TRUST
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023

Trustees

David Farmery
Jan Way
Peter Lagerberg
Anne Sutton
Mary Guypinkney
Nicholas Johnson

Independent Examiner

Philip Longstaff FCA
Ellis Atkins
Chartered Accountants
The Atrium Business Centre
Curtis Road
Dorking
Surrey
RH4 1XA

Solicitors

Downs Solicitors
156 High Street
Dorking
Surrey
RH4 1BQ

Bankers

National Westminster Bank Plc
14 High Street
Dorking, Surrey
RH4 1AX

COIF Charities Deposit Fund
80 Cheapside
London
EC2V 6DZ

Shawbrook Bank Ltd
Warley Hill Business Park
Great Warley
Brentwood
Essex CM13 3BE

Approved by order of the board of trustees on 20 September 2023 and signed on its behalf by:

Jan Way - Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE BRIGITTE TRUST

Independent examiner's report to the trustees of The Brigitte Trust ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2023.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.

Philip Longstaff FCA

Ellis Atkins
Chartered Accountants
The Atrium Business Centre
Curtis Road
Dorking
Surrey
RH4 1XA

21 September 2023

THE BRIGITTE TRUST

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2023**

	Notes	Unrestricted fund £	Restricted funds £	31/3/23 Total funds £	31/3/22 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	63,240	61,051	124,291	115,345
Charitable activities	5				
Support and practical help to individuals and their families with life threatening illness		51,688	-	51,688	51,688
Other trading activities	3	24,739	-	24,739	9,582
Investment income	4	2,427	-	2,427	130
Total		142,094	61,051	203,145	176,745
EXPENDITURE ON					
Raising funds		19,993	-	19,993	23,020
Charitable activities	6				
Support and practical help to individuals and their families with life threatening illness		158,246	70,585	228,831	183,989
Total		178,239	70,585	248,824	207,009
NET INCOME/(EXPENDITURE)		(36,145)	(9,534)	(45,679)	(30,264)
RECONCILIATION OF FUNDS					
Total funds brought forward		295,148	9,534	304,682	334,946
TOTAL FUNDS CARRIED FORWARD		259,003	-	259,003	304,682

The notes form part of these financial statements

THE BRIGITTE TRUST

**BALANCE SHEET
31 MARCH 2023**

	Notes	Unrestricted fund £	Restricted funds £	31/3/23 Total funds £	31/3/22 Total funds £
FIXED ASSETS					
Tangible assets	12	1,042	-	1,042	141
CURRENT ASSETS					
Debtors	13	6,620	-	6,620	10,611
Cash at bank and in hand		259,929	-	259,929	301,385
		266,549	-	266,549	311,996
CREDITORS					
Amounts falling due within one year	14	(8,588)	-	(8,588)	(7,455)
NET CURRENT ASSETS		257,961	-	257,961	304,541
TOTAL ASSETS LESS CURRENT LIABILITIES		259,003	-	259,003	304,682
NET ASSETS		259,003	-	259,003	304,682
FUNDS	15				
Unrestricted funds				259,003	295,148
Restricted funds				-	9,534
TOTAL FUNDS				259,003	304,682

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

THE BRIGITTE TRUST

BALANCE SHEET - continued
31 MARCH 2023

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 20 September 2023 and were signed on its behalf by:

Jan Way - Trustee

David Farmery - Trustee

The notes form part of these financial statements

THE BRIGITTE TRUST

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

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income and grants

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably. Investment income is recorded when receivable.

Gift Aid reclaimable on donations to the Trust is included with the amount received.

Grants are recognised when the entitlement to the grant is confirmed. Revenue based grants are recognised in the period in which the related costs are incurred.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Governance costs

Governance costs are those incurred in relation to the administration of the Trust and compliance with constitutional and statutory requirements.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Office equipment	- 25% on reducing balance
Fixtures and fittings	- 25% on reducing balance
Computer equipment	- 25% on cost

Taxation

As the Trust's aims are charitable, no corporation tax liability arises for the year.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Expenditure which meets those criteria is allocated to that fund. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Volunteers' help

The value of any voluntary help is not included in the accounts but the role of volunteers is described in the trustees' Annual Report.

THE BRIGITTE TRUST

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023**

2. DONATIONS AND LEGACIES

	31/3/23	31/3/22
	£	£
Donations and gifts	40,353	25,391
Gift aid	3,037	2,534
Legacies	5,050	27,001
Grants	74,801	59,059
Membership	1,050	1,360
	<u>124,291</u>	<u>115,345</u>

The total amount of grants received during the year from Government bodies towards the charity's core and restricted activities was £18,550 (2022: £22,619).

3. OTHER TRADING ACTIVITIES

	31/3/23	31/3/22
	£	£
Fundraising activities	24,391	9,038
Coffin Club sales	348	544
	<u>24,739</u>	<u>9,582</u>

4. INVESTMENT INCOME

	31/3/23	31/3/22
	£	£
Interest receivable	2,427	130
	<u>2,427</u>	<u>130</u>

5. INCOME FROM CHARITABLE ACTIVITIES

	31/3/23	31/3/22
	£	£
Funding from Surrey Heartlands	51,688	51,688
Activity Support and practical help to individuals and their families with life threatening illness	<u>51,688</u>	<u>51,688</u>

THE BRIGITTE TRUST

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023**

6. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 7) £	Totals £
Support and practical help to individuals and their families with life threatening illness	<u>87,379</u>	<u>141,452</u>	<u>228,831</u>

7. SUPPORT COSTS

	Management £	Governance costs £	Totals £
Support and practical help to individuals and their families with life threatening illness	<u>140,583</u>	<u>869</u>	<u>141,452</u>

8. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31/3/23 £	31/3/22 £
Depreciation - owned assets	347	46
Independent Examiner's Fee	650	650
Independent Examiner - Other services	<u>1,930</u>	<u>1,750</u>

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2023 nor for the year ended 31 March 2022.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2023 nor for the year ended 31 March 2022.

10. STAFF COSTS

	31/3/23 £	31/3/22 £
Wages and salaries	133,868	117,756
Social security costs	6,262	5,027
Other pension costs	<u>2,857</u>	<u>2,395</u>
	<u>142,987</u>	<u>125,178</u>

The trustees consider the aggregate employment benefits of the Key Management Personnel for 2023 to be £31,210 (2022: £29,094).

THE BRIGITTE TRUST

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023**

10. STAFF COSTS - continued

The average monthly number of employees during the year was as follows:

	31/3/23	31/3/22
Average number of employees	6	6
	<u> </u>	<u> </u>

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

11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	75,536	39,809	115,345
Charitable activities			
Support and practical help to individuals and their families with life threatening illness	51,688	-	51,688
Other trading activities	9,582	-	9,582
Investment income	130	-	130
	<u> </u>	<u> </u>	<u> </u>
Total	136,936	39,809	176,745
	<u> </u>	<u> </u>	<u> </u>
EXPENDITURE ON			
Raising funds	23,020	-	23,020
Charitable activities			
Support and practical help to individuals and their families with life threatening illness	134,114	49,875	183,989
	<u> </u>	<u> </u>	<u> </u>
Total	157,134	49,875	207,009
	<u> </u>	<u> </u>	<u> </u>
NET INCOME/(EXPENDITURE)	(20,198)	(10,066)	(30,264)
RECONCILIATION OF FUNDS			
Total funds brought forward	315,346	19,600	334,946
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS CARRIED FORWARD	295,148	9,534	304,682
	<u> </u>	<u> </u>	<u> </u>

THE BRIGITTE TRUST

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023**

12. TANGIBLE FIXED ASSETS

	Office equipment £	Fixtures and fittings £	Computer equipment £	Totals £
COST				
At 1 April 2022	5,089	5,831	11,693	22,613
Additions	-	-	1,248	1,248
At 31 March 2023	5,089	5,831	12,941	23,861
DEPRECIATION				
At 1 April 2022	5,017	5,762	11,693	22,472
Charge for year	18	17	312	347
At 31 March 2023	5,035	5,779	12,005	22,819
NET BOOK VALUE				
At 31 March 2023	54	52	936	1,042
At 31 March 2022	72	69	-	141

13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31/3/23 £	31/3/22 £
Gift aid receivable	1,861	1,778
Prepayments and accrued income	4,759	8,833
	6,620	10,611

14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31/3/23 £	31/3/22 £
Social security and other taxes	2,632	2,164
Accrued expenses	5,956	5,291
	8,588	7,455

THE BRIGITTE TRUST

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023**

15. MOVEMENT IN FUNDS

	At 1.4.22 £	Net movement in funds £	At 31.3.23 £
Unrestricted funds			
General fund	295,148	(36,145)	259,003
Restricted funds			
Other restricted funds	3,849	(3,849)	-
Bereavement	5,685	(5,685)	-
	<u>9,534</u>	<u>(9,534)</u>	<u>-</u>
TOTAL FUNDS	<u><u>304,682</u></u>	<u><u>(45,679)</u></u>	<u><u>259,003</u></u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	142,094	(178,239)	(36,145)
Restricted funds			
Other restricted funds	-	(3,849)	(3,849)
Breast Cancer	5,000	(5,000)	-
Bereavement	9,320	(15,005)	(5,685)
Training	29,731	(29,731)	-
Home visits area based	17,000	(17,000)	-
	<u>61,051</u>	<u>(70,585)</u>	<u>(9,534)</u>
TOTAL FUNDS	<u><u>203,145</u></u>	<u><u>(248,824)</u></u>	<u><u>(45,679)</u></u>

THE BRIGITTE TRUST

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023**

15. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.21 £	Net movement in funds £	At 31.3.22 £
Unrestricted funds			
General fund	315,346	(20,198)	295,148
Restricted funds			
Other restricted funds	7,100	(3,251)	3,849
Covid telephone befriending	12,500	(12,500)	-
Bereavement	-	5,685	5,685
	<u>19,600</u>	<u>(10,066)</u>	<u>9,534</u>
TOTAL FUNDS	<u>334,946</u>	<u>(30,264)</u>	<u>304,682</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	136,936	(157,134)	(20,198)
Restricted funds			
Other restricted funds	10,104	(13,355)	(3,251)
Covid telephone befriending	2,500	(15,000)	(12,500)
Bereavement	11,685	(6,000)	5,685
Training	10,020	(10,020)	-
Home visits area based	5,500	(5,500)	-
	<u>39,809</u>	<u>(49,875)</u>	<u>(10,066)</u>
TOTAL FUNDS	<u>176,745</u>	<u>(207,009)</u>	<u>(30,264)</u>

The restricted funds arise from donations and grants made for specific purposes eg training of volunteers, volunteers' expenses, recruitment and publicity, along with donations that are restricted in respect of the types of illness they will cover, and geographical areas.

THE BRIGITTE TRUST

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023**

16. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2023.

THE BRIGITTE TRUST

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2023**

	31/3/23 £	31/3/22 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations and gifts	40,353	25,391
Gift aid	3,037	2,534
Legacies	5,050	27,001
Grants	74,801	59,059
Membership	1,050	1,360
	124,291	115,345
Other trading activities		
Fundraising activities	24,391	9,038
Coffin Club sales	348	544
	24,739	9,582
Investment income		
Interest receivable	2,427	130
Charitable activities		
Funding from Surrey Heartlands	51,688	51,688
	203,145	176,745
Total incoming resources		
EXPENDITURE		
Raising donations and legacies		
Promotions salary and expenses	9,466	8,885
Social security	294	256
Pensions	156	140
Fundraising costs	9,655	13,225
	19,571	22,506
Other trading activities		
Coffin Club purchases	422	514
Charitable activities		
Wages	51,320	47,113
Social security	2,432	2,272
Pensions	1,165	1,039
Expenses of volunteers	7,187	4,486
Training, supervision and room hire	11,125	10,420
Carried forward	73,229	65,330

This page does not form part of the statutory financial statements

THE BRIGITTE TRUST

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2023**

	31/3/23 £	31/3/22 £
Charitable activities		
Brought forward	73,229	65,330
Staff expenses	3,091	2,982
Bereavement Group fees & expenses	11,059	6,571
	<u>87,379</u>	<u>74,883</u>
Support costs		
Management		
Wages	73,082	61,758
Social security	3,536	2,499
Pensions	1,536	1,216
Insurance	2,675	2,214
Telephone	1,639	2,239
Office consumables	3,130	4,198
Publicity	8,897	4,243
Sundries	3,505	2,946
Rent and rates	9,882	13,285
IT costs and maintenance	1,374	666
CRB check fees	577	358
Bookkeeping	2,625	2,500
Professional fees	-	480
Recruitment costs	10,918	9,410
Cleaning and maintenance	12,244	3,265
Light and heat	2,167	1,526
Rent contribution from sub letting	-	(6,480)
Independent Examiner's fee - other services	1,930	1,750
Depreciation of office equipment	17	23
Fixtures and fittings	17	23
Computer equipment	312	-
Bank charges	520	76
	<u>140,583</u>	<u>108,195</u>
Governance costs		
Insurance	219	261
Independent Examiner's fee	650	650
	<u>869</u>	<u>911</u>
Total resources expended	<u>248,824</u>	<u>207,009</u>
Net expenditure	<u><u>(45,679)</u></u>	<u><u>(30,264)</u></u>

This page does not form part of the statutory financial statements

THE BRIGITTE TRUST

England & Wales - Charity number 288923

Accounts

REGISTERED COMPANY NUMBER: 01782730 (England and Wales)
REGISTERED CHARITY NUMBER: 288923

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022
FOR
THE BRIGITTE TRUST**

Ellis Atkins
Chartered Accountants
The Atrium Business Centre
Curtis Road
Dorking
Surrey
RH4 1XA

THE BRIGITTE TRUST

**CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

	Page
Report of the Trustees	1 to 6
Independent Examiner's Report	7
Statement of Financial Activities	8
Balance Sheet	9 to 10
Notes to the Financial Statements	11 to 18
Detailed Statement of Financial Activities	19 to 20

THE BRIGITTE TRUST
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2022

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2022. The trustees have adopted the provisions of 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).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The Brigitte Trust is named after its founder Brigitte Watkin. The charity is proud to uphold Brigitte's original purpose, and its objectives are to:

- Help people live well beyond diagnosis
- Offer support to the client's carer and family as appropriate
- Offer bereavement support; and
- Operate in a professional manner ensuring the highest standards in all areas of activity.

The service is entirely free to the clients and is provided through our team of highly trained and committed volunteers supported by salaried professional staff. It may be accessed:

- From diagnosis
- Through and/or after a course of treatment or surgery
- Where the health or well-being of the client or carer is poor or support is needed to sustain the caring role
- Towards the end of life
- For bereavement support

A professional management team recruits and trains the volunteers, manages the referrals process matching clients with the right volunteer to meet their needs, supports volunteers, and administers the work of the Trust, ensuring funding is secured.

A volunteer Board of Trustees provides the necessary governance.

Volunteers

The Brigitte Trust upholds the highest standards of practice and care in all areas of its activity. All of our volunteers are interviewed both before the commencement of their training and after its completion, and all are DBS checked. A robust programme of support is in place.

The Brigitte Trust is hugely grateful for the commitment and hard work of all the volunteers on whom the Trust relies. It is through their dedication, commitment and professionalism in supporting clients and their families at difficult times that the Brigitte Trust's values and ethos are best demonstrated.

Each year we plan recruitment to increase our volunteer workforce. The Brigitte Trust is committed to equal opportunities and reflecting diversity in recruitment, service delivery and all other aspects of our work.

The volunteers support people for a period of up to three hours every week. The support provided is wide-ranging and can include sitting quietly with a client, support with shopping, transport to medical appointments etc. However, our service goes far beyond befriending, with trained volunteers providing hugely important emotional, as well as practical support.

Public benefit

In accordance with Section 4 of the Charities Act 2011, the Trustees have had due regard to the guidance published by the Charity Commission on public benefit when reviewing the charity's activities and planning future activities. We consider that our service plays an important role in:

- Supporting people to feel less socially isolated. Many of the people we support live alone and their Brigitte Trust volunteer might be the only or one of the very few people with whom they have regular contact
- Reducing hospital admission/readmission. We pride ourselves that our service can help people who wish to die at home fulfil that wish wherever possible
- Supporting the client/carer relationship by enabling the carer to take a break

THE BRIGITTE TRUST
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2022

ACHIEVEMENT AND PERFORMANCE

Charitable activities

2021/22 has been another busy and exceptional year with Covid-19 still impacting our core work. A number of new services became operational. We also rebranded and launched our new logo, website and associated literature.

Highlights include:

- rebrand launched
- started to provide Bereavement Support Groups
- launched Coffin Club Surrey
- started to run Death Cafés
- planned our first End of Life Care Matters Marketplace that took place on 5th May 2022

With Covid-19 restrictions still in place in the early part of the financial year we continued offering phone support to a wider group of clients across Surrey. We ceased this wider support in Summer 2021 and returned to our core clientele and face to face visiting. Our Neurological Support Group has continued to run by Zoom as this suits these clients better and opens it up to a wider group across the county.

Tanya Stafford joined our team in April 2021 as our Engagement, Fundraising & Promotions Lead and we welcomed Claire Foard to our team as Administration Assistant in September.

Our Clients

During the early part of 2021/22 in response to the pandemic we continued to widen our criteria to provide telephone support to any adult in Surrey who was lonely, isolated, in low mood, bereaved, a carer or anyone in need of support. In August 2021 we started our Bereavement Support Group. As a result our client profile was as follows: 26% of clients were Covid-19 support related, 25% bereavement support, diagnosis of cancer 35%, neurological conditions 10% and other end stage illnesses such as respiratory disease, heart and renal failure 4%

We supported a wide age demographic with a range of between 18-100+, however 60% were aged over 60.

Our volunteers

During the year we had a total of 168 volunteers. We did recruit and retain around 19 volunteers who came to us as a result to Covid. As restrictions eased a number of phone volunteers returned to work and gave up their volunteering. We also found that a number of our longer standing volunteers were reviewing their position and as a result we lost some volunteers. By March 2022 following a review we had around 80 active volunteers.

Referrals

Over the years The Brigitte Trust has built strong partnerships with local providers, including hospices, hospitals, social care and other community-based services many of whom make regular referrals into our service. We are committed to building upon these partnerships and working closely with other organisations who work with the people we support.

New Services

We started a number of new services in 2021/22. These include establishing a robust and structured bereavement support programme. This is an 8-week structured programme led by an external facilitator. From August '21 we ran 6 programmes in different towns across Surrey. We have had excellent feedback from these sessions.

We affiliated to Coffin Club UK and ran our first Coffin Club Surrey in January 2022. This is a 6-week course to learn about your different funeral options and make plans. There is also an optional coffin decorating workshop.

We have also started to host Death Cafés in different parts of the County. These are proving to be popular and an opportunity to have an open and honest conversation about death and dying over a cup of coffee and cake.

Future plans

Going forward we plan to continue growing and developing our new services; Bereavement Support Groups, Coffin Club Surrey and Death Cafés. We are also going to host an annual End of Life Matters Marketplace event. We are also going to train a small group of our volunteers to make memory books for our clients. We would also like to develop a Spa at Home service for people who are housebound.

THE BRIGITTE TRUST
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2022

ACHIEVEMENT AND PERFORMANCE

Funding

Surrey Heartlands Clinical Commissioning Group (CCG) continued to provide the Trust with core funding and we wish to acknowledge this and thank them for their continued support for our work. This funding allows us to provide support across all of Surrey:

- East Surrey
- Guildford & Waverley
- North West Surrey
- Surrey Downs
- Surrey Heath
- Farnham

Beyond the core funding received from the CCG, the Trust has successfully sought funding from corporate partners and legacies, fundraising initiatives, gifting and stakeholder donations as well as a range of grant giving foundations.

We are grateful for our donors for their support this year, including:

- National Lottery Awards for All
- Hospital Saturday Fund
- Woking Borough Council
- Elmbridge Borough Council
- Godalming Town Council

FINANCIAL REVIEW

The Financial Results for the Year

The Trust made a deficit of £30,264 (2021: surplus of £106,697), which was due to three main factors. Firstly we invested in the expansion of the core team to handle increased activity, secondly we invested in new service developments and finally we experienced a tougher climate for grant funding than in preceding years. However, we did receive a substantial legacy, and our fundraising efforts and donations remained strong given that there were fewer events due to Covid.

Reserves policy

Having taken account of:

- a closure contingency
- a need to provide liquidity in the day to day management of the Trust; and
- funding for future growth prospects,

the Trustees continue to agree that unrestricted reserves should not fall below a minimum of six months' running costs. We have drawn on some of our reserves this year in order to take forward the new services such as the Bereavement Support Groups and Coffin Club Surrey.

Our running costs for current activities are projected to be £227,000 in the next financial year implying a minimum reserve figure of £133,500.

The surplus of unrestricted funds over the minimum will be used to support the new initiatives planned for by the Trust as outlined in the Future Plans section of this report as well as other as yet unidentified future initiatives.

THE BRIGITTE TRUST
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2022

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Trust is a company limited by guarantee, as defined by the Companies Act 2006. It does not have any share capital and is registered as a charity with the Charity Commission. Its governing document is its Memorandum and Articles of Association dated 11th January 1984 as amended on 9th February 1984 and 14th December 1994.

There are no particular restrictions imposed by the Memorandum and Articles of Association concerning the way in which the Trust can operate. The Trustees have the power to invest the monies of the Trust in such investments as may be thought fit.

The members are liable for the Trust's debts and liabilities whilst being a member and up to one year after ceasing to be a member for those transactions entered into before that date, to a maximum of £10 each.

The Memorandum and Articles of Association of the Trust provide that in the event of a winding up, any surplus on the reserves should be distributed to associations with similar objects and not to members.

Patrons and Trustees

President

Michael More-Molyneux, Lord-Lieutenant of Surrey

Patrons

Sir Adrian White CBE DL

Corinna, Lady Hamilton of Dalzell

Rt Hon Sir Paul Beresford MP

Mr Nicholas Owen

Directors and Trustees

Jan Way MBE	Chair
David Farmery	Treasurer
Peter Lagerberg	Company Secretary
Anne Sutton	
Mary Guypinkney	
Nicholas Johnson	
Ian Norman	

Appointed 8th December 2021

Resigned 10th March 2022

THE BRIGITTE TRUST
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2022

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governance and internal control

The Trustees are responsible for:

- Determining the future policy of The Brigitte Trust
- Monitoring and evaluating current activity and performance
- Keeping appropriate accounting records (in accordance with the requirement of the Companies Act 2006)
- The financial stewardship of The Brigitte Trust and the investment of assets as appropriate; and
- Recruiting new Trustees to office

Trustees are appointed at the Annual General Meeting of the charity or by existing Trustees to hold office until the next Annual General Meeting. The number of Trustees shall not be less than three and is not subject to any maximum. Trustees serve for a three-year term and for a maximum of four terms. Trustees' indemnity insurance was in place during the period.

The Board of Trustees meets regularly and at least six times a year.

The Brigitte Trust is led by Lucy Beach, Charity Manager. Lucy is supported by:

- Ingrid Walker - Charity Business & Digital Co-ordinator
- Tanya Stafford - Engagement, Fundraising & Promotions Lead
- Sarah Pattenden - Service Co-ordinator
- Mandy East - Volunteer & Training Manager
- Claire Foard - Administration Assistant

Freelance services are provided by:

- Pam Chiverton - Bookkeeper
- Katie Heyward - Consultant Fundraiser
- Natasha Parkin - HR Consultant
- Ali Merrett - Bereavement Facilitator

Sincere thanks are extended to the staff team who ensure the smooth and efficient running of our service with the highest standards of professionalism.

They were further supported by Chris Axton (IT) and Liz Dolman (Gift Aid) and in addition a small team of volunteer helpers who support with fundraising events and newsletter administration. We would like to pass on our wholehearted thanks to each of our back-office volunteers.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

01782730 (England and Wales)

Registered Charity number

288923

Registered office

156 High Street
Dorking
Surrey
RH4 1BQ

Principal address

316 High Street
Dorking
Surrey
RH4 1QX

THE BRIGITTE TRUST
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2022

Trustees

David Farmery
Jan Way
Peter Lagerberg
Anne Sutton
Mary Guypinkney
Ian Norman (resigned 10/3/2022)
Nicholas Johnson (appointed 8/12/2021)

Independent Examiner

Philip Longstaff FCA
Institute of Chartered Accountants in England & Wales
Ellis Atkins
Chartered Accountants
The Atrium Business Centre
Curtis Road
Dorking
Surrey
RH4 1XA

Solicitors

Downs Solicitors
156 High Street
Dorking
Surrey
RH4 1BQ

Bankers

National Westminster Bank Plc
14 High Street
Dorking, Surrey
RH4 1AX

COIF Charities Deposit Fund
80 Cheapside
London
EC2V 6DZ

Shawbrook Bank Ltd
Warley Hill Business Park
Great Warley
Brentwood
Essex CM13 3BE

Approved by order of the board of trustees on 11 October 2022 and signed on its behalf by:

Jan Way - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE BRIGITTE TRUST**

Independent examiner's report to the trustees of The Brigitte Trust ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2022.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.



Philip Longstaff FCA
Institute of Chartered Accountants in England & Wales
Ellis Atkins
Chartered Accountants
The Atrium Business Centre
Curtis Road
Dorking
Surrey
RH4 1XA

12 October 2022

THE BRIGITTE TRUST

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2022**

	Notes	Unrestricted fund £	Restricted funds £	31/3/22 Total funds £	31/3/21 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	75,536	39,809	115,345	208,447
Charitable activities					
Support and practical help to individuals and their families with life threatening illness		51,688	-	51,688	51,688
Other trading activities	3	9,582	-	9,582	-
Investment income	4	130	-	130	86
Total		136,936	39,809	176,745	260,221
EXPENDITURE ON					
Raising funds	6	23,020	-	23,020	22,577
Charitable activities	7				
Support and practical help to individuals and their families with life threatening illness		134,114	49,875	183,989	130,947
Total		157,134	49,875	207,009	153,524
NET INCOME/(EXPENDITURE)		(20,198)	(10,066)	(30,264)	106,697
RECONCILIATION OF FUNDS					
Total funds brought forward		315,346	19,600	334,946	228,249
TOTAL FUNDS CARRIED FORWARD		295,148	9,534	304,682	334,946

The notes form part of these financial statements

THE BRIGITTE TRUST

**BALANCE SHEET
31 MARCH 2022**

	Notes	Unrestricted fund £	Restricted funds £	31/3/22 Total funds £	31/3/21 Total funds £
FIXED ASSETS					
Tangible assets	13	141	-	141	187
CURRENT ASSETS					
Debtors	14	10,611	-	10,611	5,461
Cash at bank and in hand		291,851	9,534	301,385	358,953
		302,462	9,534	311,996	364,414
CREDITORS					
Amounts falling due within one year	15	(7,455)	-	(7,455)	(29,655)
NET CURRENT ASSETS		295,007	9,534	304,541	334,759
TOTAL ASSETS LESS CURRENT LIABILITIES		295,148	9,534	304,682	334,946
NET ASSETS		295,148	9,534	304,682	334,946
FUNDS	16				
Unrestricted funds				295,148	315,346
Restricted funds				9,534	19,600
TOTAL FUNDS				304,682	334,946

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2022 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

THE BRIGITTE TRUST

BALANCE SHEET - continued
31 MARCH 2022

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 11 October 2022 and were signed on its behalf by:

Jan Way - Trustee

David Farmery - Trustee

THE BRIGITTE TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income and grants

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably. Investment income is recorded when receivable.

Gift Aid reclaimable on donations to the Trust is included with the amount received.

Grants are recognised when the entitlement to the grant is confirmed. Revenue based grants are recognised in the period in which the related costs are incurred.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Governance costs

Governance costs are those incurred in relation to the administration of the Trust and compliance with constitutional and statutory requirements.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Office equipment	- 25% on reducing balance
Fixtures and fittings	- 25% on reducing balance
Computer equipment	- 25% on cost

Taxation

As the Trust's aims are charitable, no corporation tax liability arises for the year.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Expenditure which meets those criteria is allocated to that fund. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Volunteers' help

The value of any voluntary help is not included in the accounts but the role of volunteers is described in the trustees' Annual Report.

THE BRIGITTE TRUST

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2022**

2. DONATIONS AND LEGACIES

	31/3/22	31/3/21
	£	£
Donations and gifts	25,391	19,625
Gift aid	2,534	2,088
Legacies	27,001	22,176
Grants	59,059	163,113
Membership	1,360	1,445
	<u>115,345</u>	<u>208,447</u>

The total amount of grants received during the year from Government bodies towards the charity's core and restricted activities was £22,619.

3. OTHER TRADING ACTIVITIES

	31/3/22	31/3/21
	£	£
Fundraising activities	9,038	-
Coffin Club sales	544	-
	<u>9,582</u>	<u>-</u>

4. INVESTMENT INCOME

	31/3/22	31/3/21
	£	£
Deposit account interest	-	2
Interest - COIF	130	84
	<u>130</u>	<u>86</u>

5. INCOME FROM CHARITABLE ACTIVITIES

	31/3/22	31/3/21
	£	£
Funding from Surrey Heartlands CCG	51,688	51,688
Activity Support and practical help to individuals and their families with life threatening illness		

THE BRIGITTE TRUST

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2022

6. RAISING FUNDS

Raising donations and legacies

	31/3/22	31/3/21
	£	£
Staff costs	8,607	11,582
Sundries	31	-
Fundraising costs	13,868	10,995
	<u>22,506</u>	<u>22,577</u>

Other trading activities

	31/3/22	31/3/21
	£	£
Purchases	514	-
	<u>514</u>	<u>-</u>
Aggregate amounts	<u>23,020</u>	<u>22,577</u>

7. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 8) £	Totals £
Support and practical help to individuals and their families with life threatening illness	74,883	109,106	183,989
	<u>74,883</u>	<u>109,106</u>	<u>183,989</u>

8. SUPPORT COSTS

	Management £	Governance costs £	Totals £
Support and practical help to individuals and their families with life threatening illness	108,195	911	109,106
	<u>108,195</u>	<u>911</u>	<u>109,106</u>

9. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31/3/22	31/3/21
	£	£
Depreciation - owned assets	46	62
Independent Examiner's Fee	650	650
Independent Examiner - Other services	1,750	1,750
	<u>2,446</u>	<u>2,462</u>

THE BRIGITTE TRUST

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2022**

10. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2022 nor for the year ended 31 March 2021.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2022 nor for the year ended 31 March 2021.

11. STAFF COSTS

	31/3/22	31/3/21
	£	£
Wages and salaries	117,082	94,129
Social security costs	5,027	2,933
Other pension costs	2,395	1,732
	<u>124,504</u>	<u>98,794</u>

The trustees consider the aggregate employment benefits of the Key Management Personnel for 2022 to be £31,116 (2021: £27,324).

The average monthly number of employees during the year was as follows:

	31/3/22	31/3/21
	6	5
Average number of employees	<u>6</u>	<u>5</u>

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

12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	79,597	128,850	208,447
Charitable activities			
Support and practical help to individuals and their families with life threatening illness	51,688	-	51,688
Investment income	86	-	86
Total	<u>131,371</u>	<u>128,850</u>	<u>260,221</u>
EXPENDITURE ON			
Raising funds	22,577	-	22,577
Charitable activities			
Support and practical help to individuals and their families with life threatening illness	21,697	109,250	130,947
Total	<u>44,274</u>	<u>109,250</u>	<u>153,524</u>
NET INCOME	87,097	19,600	106,697

THE BRIGITTE TRUST

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2022

12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted fund £	Restricted funds £	Total funds £
RECONCILIATION OF FUNDS			
Total funds brought forward	228,249	-	228,249
TOTAL FUNDS CARRIED FORWARD	<u>315,346</u>	<u>19,600</u>	<u>334,946</u>

13. TANGIBLE FIXED ASSETS

	Office equipment £	Fixtures and fittings £	Computer equipment £	Totals £
COST				
At 1 April 2021 and 31 March 2022	<u>5,089</u>	<u>5,831</u>	<u>11,693</u>	<u>22,613</u>
DEPRECIATION				
At 1 April 2021	<u>4,994</u>	<u>5,739</u>	<u>11,693</u>	<u>22,426</u>
Charge for year	<u>23</u>	<u>23</u>	<u>-</u>	<u>46</u>
At 31 March 2022	<u>5,017</u>	<u>5,762</u>	<u>11,693</u>	<u>22,472</u>
NET BOOK VALUE				
At 31 March 2022	<u>72</u>	<u>69</u>	<u>-</u>	<u>141</u>
At 31 March 2021	<u>95</u>	<u>92</u>	<u>-</u>	<u>187</u>

14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31/3/22 £	31/3/21 £
Gift aid receivable	<u>1,778</u>	920
Prepayments and accrued income	<u>8,833</u>	4,541
	<u>10,611</u>	<u>5,461</u>

THE BRIGITTE TRUST

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2022

15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31/3/22	31/3/21
	£	£
Social security and other taxes	2,164	1,922
Accrued expenses	5,291	27,733
	<u>7,455</u>	<u>29,655</u>

16. MOVEMENT IN FUNDS

	At 1.4.21 £	Net movement in funds £	At 31.3.22 £
Unrestricted funds			
General fund	315,346	(20,198)	295,148
Restricted funds			
Other restricted funds	7,100	(3,251)	3,849
Covid telephone befriending	12,500	(12,500)	-
Bereavement	-	5,685	5,685
	<u>19,600</u>	<u>(10,066)</u>	<u>9,534</u>
TOTAL FUNDS	<u>334,946</u>	<u>(30,264)</u>	<u>304,682</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	136,936	(157,134)	(20,198)
Restricted funds			
Other restricted funds	10,104	(13,355)	(3,251)
Covid telephone befriending	2,500	(15,000)	(12,500)
Bereavement	11,685	(6,000)	5,685
Training	10,020	(10,020)	-
Home visits area based	5,500	(5,500)	-
	<u>39,809</u>	<u>(49,875)</u>	<u>(10,066)</u>
TOTAL FUNDS	<u>176,745</u>	<u>(207,009)</u>	<u>(30,264)</u>

THE BRIGITTE TRUST

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2022**

16. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.20 £	Net movement in funds £	At 31.3.21 £
Unrestricted funds			
General fund	228,249	87,097	315,346
Restricted funds			
Other restricted funds	-	7,100	7,100
Covid telephone befriending	-	12,500	12,500
	<u>-</u>	<u>19,600</u>	<u>19,600</u>
TOTAL FUNDS	<u>228,249</u>	<u>106,697</u>	<u>334,946</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	131,371	(44,274)	87,097
Restricted funds			
Other restricted funds	19,100	(12,000)	7,100
Covid telephone befriending	109,750	(97,250)	12,500
	<u>128,850</u>	<u>(109,250)</u>	<u>19,600</u>
TOTAL FUNDS	<u>260,221</u>	<u>(153,524)</u>	<u>106,697</u>

The restricted funds arise from donations and grants made for specific purposes eg training of volunteers, volunteers' expenses, recruitment and publicity, along with donations that are restricted in respect of the types of illness they will cover, and geographical areas.

17. OTHER FINANCIAL COMMITMENTS

The total of future minimum lease payments under non-cancellable operating leases in respect of land and buildings are as follows:

At 31 March 2022

	£
(i) Not later than one year	9,360
(ii) Later than one year and not later than five years	-
(iii) Later than five years	-
	<u>-</u>

THE BRIGITTE TRUST

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2022**

18. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2022.

THE BRIGITTE TRUST

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2022**

	31/3/22 £	31/3/21 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations and gifts	25,391	19,625
Gift aid	2,534	2,088
Legacies	27,001	22,176
Grants	59,059	163,113
Membership	1,360	1,445
	115,345	208,447
Other trading activities		
Fundraising activities	9,038	-
Coffin Club sales	544	-
	9,582	-
Investment income		
Deposit account interest	-	2
Interest - COIF	130	84
	130	86
Charitable activities		
Funding from Surrey Heartlands CCG	51,688	51,688
	51,688	51,688
Total incoming resources	176,745	260,221
EXPENDITURE		
Raising donations and legacies		
Promotions salary and expenses	8,211	11,416
Social security	256	166
Pensions	140	-
Sundries	31	-
Fundraising costs	13,868	10,995
	22,506	22,577
Other trading activities		
Coffin Club purchases	514	-
Charitable activities		
Wages	47,113	40,568
Social security	2,272	1,263
Pensions	1,039	842
Expenses of volunteers	4,486	463
Training, supervision and room hire	10,420	1,199
Carried forward	65,330	44,335

This page does not form part of the statutory financial statements

THE BRIGITTE TRUST

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2022**

	31/3/22 £	31/3/21 £
Charitable activities		
Brought forward	65,330	44,335
Staff expenses	2,982	607
Bereavement Group fees & expenses	6,571	-
	<u>74,883</u>	<u>44,942</u>
Support costs		
Management		
Wages	61,758	42,145
Social security	2,499	1,504
Pensions	1,216	890
Insurance	2,214	2,115
Telephone	2,239	1,976
Office consumables	4,198	763
Publicity	4,243	11,639
Sundries	2,946	1,330
Rent and rates	13,285	13,341
IT costs and maintenance	666	614
CRB check fees	358	987
Bookkeeping	2,500	2,500
Professional fees	480	1,566
Recruitment costs	9,410	5,160
Cleaning and maintenance	3,265	1,685
Light and heat	1,526	1,543
Rent contribution from sub letting	(6,480)	(6,480)
Independent Examiner's fee - other services	1,750	1,750
Depreciation of office equipment	23	31
Fixtures and fittings	23	31
Bank charges	76	22
	<u>108,195</u>	<u>85,112</u>
Governance costs		
Insurance	261	243
Independent Examiner's fee	650	650
	<u>911</u>	<u>893</u>
Total resources expended	<u>207,009</u>	<u>153,524</u>
Net (expenditure)/income	<u><u>(30,264)</u></u>	<u><u>106,697</u></u>

This page does not form part of the statutory financial statements

THE BRIGITTE TRUST

England & Wales - Charity number 288923

Accounts

REGISTERED COMPANY NUMBER: 01782730 (England and Wales)
REGISTERED CHARITY NUMBER: 288923

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2021
FOR
THE BRIGITTE TRUST

Ellis Atkins
Chartered Accountants
The Atrium Business Centre
Curtis Road
Dorking
Surrey
RH4 1XA

THE BRIGITTE TRUST

**CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2021**

	Page
Report of the Trustees	1 to 6
Independent Examiner's Report	7
Statement of Financial Activities	8
Balance Sheet	9 to 10
Notes to the Financial Statements	11 to 18
Detailed Statement of Financial Activities	19 to 20

THE BRIGITTE TRUST
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2021

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31st March 2021. The trustees have adopted the provisions of 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).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The Brigitte Trust is named after its founder Brigitte Watkin. The charity is proud to uphold Brigitte's original purpose, and its objectives are to:

- Help people live well beyond diagnosis
- Offer support to the client's carer and family as appropriate
- Offer bereavement support; and
- Operate in a professional manner ensuring the highest standards in all areas of activity.

The service is entirely free to the clients and is provided through our team of highly trained and committed volunteers supported by salaried professional staff. It may be accessed:

- From diagnosis
- Through and/or after a course of treatment or surgery
- Where the health or well-being of the client or carer is poor or support is needed to sustain the caring role
- Towards the end of life
- For bereavement support

A professional management team recruits and trains the volunteers, manages the referrals process matching clients with the right volunteer to meet their needs, supports volunteers and administers the work of the Trust, ensuring funding is secured.

A volunteer board of Trustees provides the necessary governance.

Volunteers

The Brigitte Trust upholds the highest standards of practice and care in all areas of its activity. All of our volunteers are interviewed both before the commencement of their training and after its completion, and all are DBS checked. A robust programme of support is in place.

The Brigitte Trust are hugely grateful for the commitment and hard work of all the volunteers on whom the Trust relies. It is through their dedication, commitment and professionalism in supporting clients and their families at difficult times that the Brigitte Trust's values and ethos are best demonstrated.

Each year we plan recruitment to maintain and increase our volunteer workforce. The Brigitte Trust is committed to equal opportunities and reflecting diversity in recruitment, service delivery and all other aspects of our work.

The volunteers support people for a period of up to three hours every week. The support provided is wide-ranging and can include sitting quietly with a client, support with shopping, transport to medical appointments etc. However, our service goes far beyond befriending, with trained volunteers providing hugely important emotional, as well as practical support.

The Trust has expanded its volunteer workforce to 154 trained volunteers. On average there are approximately 140 active volunteers at any time, supporting one to two people each.

THE BRIGITTE TRUST
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2021

OBJECTIVES AND ACTIVITIES

Public benefit

In accordance with Section 4 of the Charities Act 2011, the Trustees have had due regard to the guidance published by the Charity Commission on public benefit when reviewing the charity's activities and planning future activities. We consider that our service plays an important role in:

- Supporting people to feel less socially isolated. Many of the people we support live alone and their Brigitte Trust volunteer might be the only or one of the very few people with whom they have regular contact
- Reducing hospital admission/readmission. We pride ourselves that our service can help people who wish to die at home fulfil that wish wherever possible
- Supporting the client/carer relationship by enabling the carer to take a break

ACHIEVEMENT AND PERFORMANCE

Charitable activities

2020/21 has been an exceptional and unprecedented year with a significant increase in the number of volunteers and people supported. In addition, we have rebranded with a new logo and strapline 'Helping people live well beyond diagnosis' and have a vibrant new website with a range of new features and functions.

Highlights include:

- Increased our volunteer workforce to 154 (54% increase)
- Increased the number of people we support to 496 (155% increase)
- Trained 77 new volunteers by Zoom

With Covid-19 we regrettably had to make the difficult decision to suspend our home visiting service, Neurological Support Group and support for the dying in hospital. However, we responded positively and quickly to this by providing an emotional and bereavement support service by phone and moved the Neurological Support Group online. We expanded our criteria to support any adult in Surrey who is lonely, isolated, vulnerable, in low mood, bereaved or a carer. We were recognised by Surrey County Council as a trusted partner and they have referred or signposted vulnerable people to us who could benefit from our support. As a result we were able to apply for a number of Covid specific grants and have had considerable success.

We said a fond farewell to Vanessa Smith who retired as Promotions Manager after 30 years of being with the Trust and we recruited Tanya Stafford as our new Engagement, Fundraising and Promotions Lead. Ingrid Walker has moved from Charity Administrator to Business & Digital Co-ordinator.

Our Clients

During 2020/21 in response to the pandemic we widened our criteria to provide telephone support to any adult in Surrey who was lonely, isolated, in low mood, bereaved, a carer or anyone in need of support. As a result our client profile changed. 78.3% of clients were Covid-19 support related, but we continued to support those with a diagnosis of cancer (13.5%) neurological conditions (5.6%) and other end stage illnesses such as respiratory disease, heart and renal failure (2.6%).

We supported a wide age demographic with a range of between 18-100+, however the majority were aged over 60.

Referrals

Over the years The Brigitte Trust has built strong partnerships with local providers, including hospices, hospitals, social care and other community based services many of whom make regular referrals into our service. We are committed to building upon these partnerships and working closely with other organisations who work with the people we support.

During the year we have strengthened our relationships and reputation with new and existing partners. We represented the Voluntary Sector on the Welfare Cell a sub-group of the Surrey Local Resilience Forum and as a result raised our profile with District & Borough Councils, Wellbeing Teams, Surrey Police, Adult Social Care etc. We also were a key partner in the development of the Surrey Palliative & End of Life Care Strategy 2021-2026.

THE BRIGITTE TRUST
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2021

ACHIEVEMENT AND PERFORMANCE

Future plans

The Trustees and the staff team are currently reviewing our strategic direction. We have a number of exciting service developments to take forward in 2021/22. These include establishing a robust and structured bereavement support programme, a neurological support group in West Surrey, a Coffin Club and developing an educational programme around death and dying for the general public. Our reserves enable us to invest in these initiatives.

In the year ahead we also have plans to move offices as our lease ends in December 2022 and we have expressed interest in a local community hub which is being developed.

Funding

Surrey Heartlands Clinical Commissioning Group (CCG) continued to provide the Trust with core funding and we wish to acknowledge this and thank them for their continued support for our work. This funding allows us to provide support across all of Surrey:

- East Surrey
- Guildford & Waverley
- North West Surrey
- Surrey Downs
- Surrey Heath
- Farnham

Beyond the core funding received from the CCG, the Trust has successfully sought funding from corporate partners and legacies, fundraising initiatives and events, gifting and stakeholder donations as well as a range of grant giving foundations.

We are grateful for our donors for their support this year, including:

- Tesco Bags of Help Centenary Grant Scheme
- Co-op Local Causes
- Coronavirus Community Support Fund
- Community Foundation for Surrey

FINANCIAL REVIEW

The Financial Results for the Year

The Trust made a surplus of £106,697 (2020: surplus of £104,365). This is an exceptional turnaround given the previous few years' results. This is predominantly due to the success of our Consultant Fundraiser who has made a significant number of high quality applications which have resulted in grant awards, particularly for our Covid-19 support. In addition we also we received another substantial legacy and our fundraising efforts and donations remained strong despite the restrictions.

Reserves policy

Having taken account of:

- a closure contingency
- a need to provide liquidity in the day to day management of the Trust; and
- funding for future growth prospects

the Trustees continue to agree that unrestricted reserves should not fall below a minimum of six months' running costs.

Our running costs for current activities are projected to be £180,000 in the next financial year implying a minimum reserve figure of £90,000.

The surplus of unrestricted funds over the minimum will be used to support the new initiatives planned for by the Trust as outlined in the Future Plans section of this report as well as other as yet unidentified future initiatives.

THE BRIGITTE TRUST
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Trust is a company limited by guarantee, as defined by the Companies Act 2006. It does not have any share capital and is registered as a charity with the Charity Commission. Its governing document is its Memorandum and Articles of Association dated 11th January 1984 as amended on 9th February 1984 and 14th December 1994.

There are no particular restrictions imposed by the Memorandum and Articles of Association concerning the way in which the Trust can operate. The Trustees have the power to invest the monies of the Trust in such investments as may be thought fit.

The members are liable for the Trust's debts and liabilities whilst being a member and up to one year after ceasing to be a member for those transactions entered into before that date, to a maximum of £10 each.

The Memorandum and Articles of Association of the Trust provide that in the event of a winding up, any surplus on the reserves should be distributed to associations with similar objects and not to members.

Patrons and Trustees

President

Michael More-Molyneux, Lord-Lieutenant of Surrey

Patrons

Sir Adrian White CBE DL

Corinna, Lady Hamilton of Dalzell

Rt Hon Sir Paul Beresford MP

Mr Nicholas Owen

Directors and Trustees

Jan Way MBE	Chair	Chair from 19th August 2020
David Farmery	Treasurer	
Peter Lagerberg	Company Secretary	
Peter Crossley		Chair until resignation 12th June 2020
Anne Sutton		
Mary Guypinkney		Appointed 23rd July 2020
Ian Norman		Appointed 1st October 2020
Emma Thorp		Appointed 28th May 2019, resigned 16th April 2020

THE BRIGITTE TRUST
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governance and internal control

The Trustees are responsible for:

- Determining the future policy of The Brigitte Trust
- Monitoring and evaluating current activity and performance
- Keeping appropriate accounting records (in accordance with the requirement of the Companies Act 2006)
- The financial stewardship of The Brigitte Trust and the investment of assets as appropriate; and
- Recruiting new Trustees to office

Trustees are appointed at the Annual General Meeting of the charity or by existing Trustees to hold office until the next Annual General Meeting. The number of Trustees shall not be less than three and is not subject to any maximum. Trustees serve for a three-year term and for a maximum of four terms. Trustees' indemnity insurance was in place during the period.

The Board of Trustees meets regularly and at least six times a year.

The Brigitte Trust is led by Lucy Beach, Charity Manager. Lucy is supported by:

- Ingrid Walker - Charity Administrator
- Pam Chiverton - Bookkeeper
- Vanessa Smith - Promotions Manager (retired April 2021)
- Sarah Pattenden - Service Co-ordinator
- Mandy East - Volunteer Manager & Trainer
- Katie Heyward - Consultant Fundraiser

Sincere thanks are extended to the staff team who ensure the smooth and efficient running of our service with the highest standards of professionalism.

They were further supported by Chris Axton (IT), Liz Dolman (Gift Aid) and Louise Brewer (Administration). We would like to pass on our wholehearted thanks to each of our back-office volunteers.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

01782730 (England and Wales)

Registered Charity number

288923

Registered office

156 High Street
Dorking
Surrey
RH4 1BQ

Trustees

David Farmery
Jan Way
Peter Lagerberg
Peter Crossley (resigned 12.6.20)
Anne Sutton
Emma Thorp (resigned 16.4.20)
Mary Guypinkney (appointed 23.7.20)
Ian Norman (appointed 1.10.20)

THE BRIGITTE TRUST
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2021

REFERENCE AND ADMINISTRATIVE DETAILS

Independent Examiner

Philip Longstaff FCA
Institute of Chartered Accountants in England & Wales
Ellis Atkins
Chartered Accountants
The Atrium Business Centre
Curtis Road
Dorking
Surrey
RH4 1XA

Solicitors

Downs Solicitors
156 High Street
Dorking
Surrey
RH4 1BQ

Bankers

National Westminster Bank Plc
14 High Street
Dorking, Surrey
RH4 1AX

COIF Charities Deposit Fund
80 Cheapside
London
EC2V 6DZ

Approved by order of the board of trustees on 1st October 2021 and signed on its behalf by:

Jan Way - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE BRIGITTE TRUST**

Independent examiner's report to the trustees of The Brigitte Trust ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31st March 2021.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of Institute of Chartered Accountants in England & Wales which is one of the listed bodies.

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

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.



Philip Longstaff FCA
Institute of Chartered Accountants in England & Wales
Ellis Atkins
Chartered Accountants
The Atrium Business Centre
Curtis Road
Dorking
Surrey
RH4 1XA

Date: 11th October 2021

THE BRIGITTE TRUST

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2021**

	Notes	Unrestricted fund £	Restricted funds £	31/3/21 Total funds £	31/3/20 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	79,597	128,850	208,447	196,584
Charitable activities	4				
Support and practical help to individuals and their families with life threatening illness		51,688	-	51,688	51,800
Investment income	3	86	-	86	664
Total		131,371	128,850	260,221	249,048
 EXPENDITURE ON					
Raising funds	5	22,577	-	22,577	19,630
Charitable activities	6				
Support and practical help to individuals and their families with life threatening illness		21,697	109,250	130,947	125,053
Total		44,274	109,250	153,524	144,683
 NET INCOME		87,097	19,600	106,697	104,365
 RECONCILIATION OF FUNDS					
Total funds brought forward		228,249	-	228,249	123,884
 TOTAL FUNDS CARRIED FORWARD		315,346	19,600	334,946	228,249

The notes form part of these financial statements

THE BRIGITTE TRUST

**BALANCE SHEET
31ST MARCH 2021**

	Notes	Unrestricted fund £	Restricted funds £	31/3/21 Total funds £	31/3/20 Total funds £
FIXED ASSETS					
Tangible assets	12	187	-	187	249
CURRENT ASSETS					
Debtors	13	5,461	-	5,461	10,441
Cash at bank and in hand		339,353	19,600	358,953	226,483
		344,814	19,600	364,414	236,924
CREDITORS					
Amounts falling due within one year	14	(29,655)	-	(29,655)	(8,924)
NET CURRENT ASSETS		315,159	19,600	334,759	228,000
TOTAL ASSETS LESS CURRENT LIABILITIES		315,346	19,600	334,946	228,249
NET ASSETS		315,346	19,600	334,946	228,249
FUNDS	15				
Unrestricted funds				315,346	228,249
Restricted funds				19,600	-
TOTAL FUNDS				334,946	228,249

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31st March 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

THE BRIGITTE TRUST

BALANCE SHEET - continued
31ST MARCH 2021

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 1st October 2021 and were signed on its behalf by:

Jan Way - Trustee

David Farmery - Trustee

THE BRIGITTE TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2021

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income and grants

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably. Investment income is recorded when receivable.

Gift Aid reclaimable on donations to the Trust is included with the amount received.

Grants are recognised when the entitlement to the grant is confirmed. Revenue based grants are recognised in the period in which the related costs are incurred.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Governance costs

Governance costs are those incurred in relation to the administration of the Trust and compliance with constitutional and statutory requirements.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Office equipment	- 25% on reducing balance
Fixtures and fittings	- 25% on reducing balance
Computer equipment	- 25% on cost

Taxation

As the Trust's aims are charitable, no corporation tax liability arises for the year.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Expenditure which meets those criteria is allocated to that fund. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Volunteers' help

The value of any voluntary help is not included in the accounts but the role of volunteers is described in the trustees' Annual Report.

THE BRIGITTE TRUST

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST MARCH 2021**

2. DONATIONS AND LEGACIES

	31/3/21	31/3/20
	£	£
Donations and gifts	19,625	56,265
Gift aid	2,088	5,830
Legacies	22,176	36,300
Grants	163,113	96,724
Membership	1,445	1,465
	<u>208,447</u>	<u>196,584</u>

The total amount of grants received during the year from Government bodies towards the charity's core and restricted activities was £53,250.

3. INVESTMENT INCOME

	31/3/21	31/3/20
	£	£
Deposit account interest	2	244
Interest - COIF	84	420
	<u>86</u>	<u>664</u>

4. INCOME FROM CHARITABLE ACTIVITIES

		31/3/21	31/3/20
		£	£
Funding from Surrey Downs CCG	Activity Support and practical help to individuals and their families with life threatening illness	<u>51,688</u>	<u>51,800</u>

5. RAISING FUNDS

Raising donations and legacies

	31/3/21	31/3/20
	£	£
Staff costs	11,582	5,346
Fundraising costs	10,995	14,284
	<u>22,577</u>	<u>19,630</u>

THE BRIGITTE TRUST

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST MARCH 2021**

6. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 7) £	Totals £
Support and practical help to individuals and their families with life threatening illness	<u>44,942</u>	<u>86,005</u>	<u>130,947</u>

7. SUPPORT COSTS

	Management £	Governance costs £	Totals £
Support and practical help to individuals and their families with life threatening illness	<u>85,112</u>	<u>893</u>	<u>86,005</u>

8. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31/3/21 £	31/3/20 £
Depreciation - owned assets	62	82
Independent Examiner's Fee	650	650
Independent Examiner - Other services	<u>1,750</u>	<u>1,930</u>

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st March 2021 nor for the year ended 31st March 2020.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31st March 2021 nor for the year ended 31st March 2020.

10. STAFF COSTS

	31/3/21 £	31/3/20 £
Wages and salaries	94,129	73,892
Social security costs	2,933	1,350
Other pension costs	<u>1,732</u>	<u>1,177</u>
	<u>98,794</u>	<u>76,419</u>

The trustees consider the aggregate employment benefits of the Key Management Personnel for 2021 to be £27,324 (2020: £18,789).

The average monthly number of employees during the year was as follows:

	31/3/21	31/3/20
Average number of employees	<u>5</u>	<u>5</u>

THE BRIGITTE TRUST

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST MARCH 2021**

10. STAFF COSTS - continued

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

11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	165,310	31,274	196,584
Charitable activities			
Support and practical help to individuals and their families with life threatening illness	51,800	-	51,800
Investment income	664	-	664
Total	217,774	31,274	249,048
 EXPENDITURE ON			
Raising funds	19,630	-	19,630
Charitable activities			
Support and practical help to individuals and their families with life threatening illness	78,864	46,189	125,053
Total	98,494	46,189	144,683
 NET INCOME/(EXPENDITURE)	119,280	(14,915)	104,365
 RECONCILIATION OF FUNDS			
Total funds brought forward	108,969	14,915	123,884
 TOTAL FUNDS CARRIED FORWARD	228,249	-	228,249

THE BRIGITTE TRUST

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST MARCH 2021**

12. TANGIBLE FIXED ASSETS

	Office equipment £	Fixtures and fittings £	Computer equipment £	Totals £
COST				
At 1st April 2020 and 31st March 2021	<u>5,089</u>	<u>5,831</u>	<u>11,693</u>	<u>22,613</u>
DEPRECIATION				
At 1st April 2020	4,963	5,708	11,693	22,364
Charge for year	<u>31</u>	<u>31</u>	<u>-</u>	<u>62</u>
At 31st March 2021	<u>4,994</u>	<u>5,739</u>	<u>11,693</u>	<u>22,426</u>
NET BOOK VALUE				
At 31st March 2021	<u>95</u>	<u>92</u>	<u>-</u>	<u>187</u>
At 31st March 2020	<u>126</u>	<u>123</u>	<u>-</u>	<u>249</u>

13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31/3/21 £	31/3/20 £
Gift aid receivable	920	3,637
Prepayments and accrued income	<u>4,541</u>	<u>6,804</u>
	<u>5,461</u>	<u>10,441</u>

14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31/3/21 £	31/3/20 £
Social security and other taxes	1,922	1,163
Accrued expenses	<u>27,733</u>	<u>7,761</u>
	<u>29,655</u>	<u>8,924</u>

15. MOVEMENT IN FUNDS

	At 1/4/20 £	Net movement in funds £	At 31/3/21 £
Unrestricted funds			
General fund	228,249	87,097	315,346
Restricted funds			
Other restricted funds	-	7,100	7,100
Covid telephone befriending	-	<u>12,500</u>	<u>12,500</u>
	-	<u>19,600</u>	<u>19,600</u>
TOTAL FUNDS	<u>228,249</u>	<u>106,697</u>	<u>334,946</u>

THE BRIGITTE TRUST

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST MARCH 2021

15. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	131,371	(44,274)	87,097
Restricted funds			
Other restricted funds	19,100	(12,000)	7,100
Covid telephone befriending	109,750	(97,250)	12,500
	<u>128,850</u>	<u>(109,250)</u>	<u>19,600</u>
TOTAL FUNDS	<u>260,221</u>	<u>(153,524)</u>	<u>106,697</u>

Comparatives for movement in funds

	At 1/4/19 £	Net movement in funds £	At 31/3/20 £
Unrestricted funds			
General fund	108,969	119,280	228,249
Restricted funds			
Walton Charity	1,322	(1,322)	-
Pink Ribbon	465	(465)	-
Santander	2,667	(2,667)	-
Tesco	1,637	(1,637)	-
Elmbridge Partnership	1,500	(1,500)	-
Guildford Poyle	2,799	(2,799)	-
Mole Valley DC	4,525	(4,525)	-
	<u>14,915</u>	<u>(14,915)</u>	<u>-</u>
TOTAL FUNDS	<u>123,884</u>	<u>104,365</u>	<u>228,249</u>

THE BRIGITTE TRUST

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST MARCH 2021**

15. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	217,774	(98,494)	119,280
Restricted funds			
Other restricted funds	4,905	(4,905)	-
James Tudor Foundation	5,000	(5,000)	-
Walton Charity	3,000	(4,322)	(1,322)
Shanly Foundation	2,000	(2,000)	-
Pink Ribbon	-	(465)	(465)
Santander	-	(2,667)	(2,667)
Tesco	-	(1,637)	(1,637)
Elmbridge Partnership	-	(1,500)	(1,500)
Guildford Poyle	-	(2,799)	(2,799)
Mole Valley DC	-	(4,525)	(4,525)
Leathersellers	2,000	(2,000)	-
Carers of Epsom	1,500	(1,500)	-
National Lottery - Community	6,369	(6,369)	-
Surrey County Council	1,500	(1,500)	-
Woking Borough Council	3,000	(3,000)	-
Stonegate Foundation	2,000	(2,000)	-
	<u>31,274</u>	<u>(46,189)</u>	<u>(14,915)</u>
TOTAL FUNDS	<u>249,048</u>	<u>(144,683)</u>	<u>104,365</u>

The restricted funds arise from donations and grants made for specific purposes eg training of volunteers, volunteers' expenses, recruitment and publicity, along with donations that are restricted in respect of the types of illness they will cover, and geographical areas. A new fund, Covid Telephone Befriending, was set up in the year to separate all the donations and grants received specifically to assist with Brigitte's work helping those isolated by the pandemic.

16. OTHER FINANCIAL COMMITMENTS

The total of future minimum lease payments under non-cancellable operating leases in respect of land and buildings are as follows:

At 31 March 2021

	£
(i) Not later than one year	12,480
(ii) Later than one year and not later than five years	9,360
(iii) Later than five years	-
	<u><u> </u></u>

THE BRIGITTE TRUST

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST MARCH 2021**

17. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31st March 2021.

THE BRIGITTE TRUST

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2021**

	31/3/21 £	31/3/20 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations and gifts	19,625	56,265
Gift aid	2,088	5,830
Legacies	22,176	36,300
Grants	163,113	96,724
Membership	1,445	1,465
	208,447	196,584
Investment income		
Deposit account interest	2	244
Interest - COIF	84	420
	86	664
Charitable activities		
Funding from Surrey Downs CCG	51,688	51,800
	51,688	51,800
Total incoming resources	260,221	249,048
EXPENDITURE		
Raising donations and legacies		
Promotions salary and expenses	11,416	5,304
Social security	166	42
Fundraising costs	10,995	14,284
	22,577	19,630
Charitable activities		
Wages	40,568	37,253
Social security	1,263	661
Pensions	842	590
Expenses of volunteers	463	11,752
Training and supervision	1,199	1,253
Staff expenses	607	3,725
	44,942	55,234
Support costs		
Management		
Wages	42,145	31,335
Social security	1,504	647
Pensions	890	587
Insurance	2,115	2,033
Telephone	1,976	1,933
Carried forward	48,630	36,535

This page does not form part of the statutory financial statements

THE BRIGITTE TRUST

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2021

	31/3/21 £	31/3/20 £
Management		
Brought forward	48,630	36,535
Office consumables	763	2,496
Publicity	11,639	4,806
Sundries	1,330	2,444
Rent and rates	13,341	13,333
IT costs and maintenance	614	2,883
CRB check fees	987	319
Bookkeeping	2,500	2,016
Professional fees	1,566	419
Recruitment costs	5,160	4,960
Cleaning and maintenance	1,685	2,265
Light and heat	1,543	1,448
Rent contribution from sub letting	(6,480)	(7,180)
Independent Examiner's fee - other services	1,750	1,930
Depreciation of office equipment	31	41
Fixtures and fittings	31	41
Bank charges	22	170
	85,112	68,926
 Governance costs		
Insurance	243	243
Independent Examiner's fee	650	650
	893	893
 Total resources expended		
	153,524	144,683
 Net income		
	106,697	104,365