

Continuing Care North East Fife

Trustees Annual Report

Year to 31st March 2025

SC053120

Current Trustees



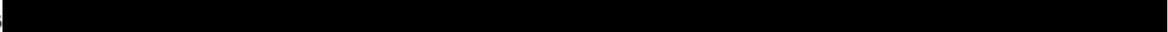
Chairman
Secretary
Treasurer

Changes in Trustees:

No changes in the current year



Contact address



Recruitment and Appointment of Trustees

All Trustees are appointed by the members at the Annual General Meeting each year. The committee can co-opt members at any time. The management committee which normally meets every two months are the charity's trustees. Membership of the management committee is open to all.

Constitution

Following registration with OSCR on 13th February 2024, our charity changed from an Unincorporated Association (SC006167) to a Scottish Charitable Incorporated Organisation (SCIO) (SC053120) on 1st October 2024, the assets being transferred to the new charity. The previous management committee continues to be responsible for the running of the new charity.

Charitable Purpose

Our purpose, as recorded in the Constitution, is to provide assistance and to befriend sick, disabled and lonely clients of all ages.

Activities

Most clients self-refer by phone or via our website. Any member of the public can refer a client for assessment by the coordinator. Many are referred by professionals from Fife Health and Social Care Partnership, and between partners and the Scottish Ambulance Service. Development of the Website and additional leaflets in Health Centres has led to increased awareness of the service and increased demand through these access points. Poor public transport in Northeast Fife and a stretched Ambulance Service has undoubtedly led to increased demand.

Transport Service

This is the busiest part of the Service with volunteers providing transport from the client's home to their appointment. Over past 3 years there has been a progressive increase in the demands on the service, but activity this year has been markedly increased after a quieter period during the pandemic. With increasing emphasis on "Care in the Community for the elderly" demand for the Service continues to increase with an average of 30 journeys per week in the past year.

Referrals received by CCNEF	2023-2024	2024-2025	
Total	114	145	27% increase
Transport Journeys requested	2023-2024	2024-2025	
Totals	1389	1577	13.5% increase

Befriending Service

Staying in touch with clients has been very important in providing support and social contact. The service is limited by the volunteers available and the geographical spread of clients and volunteers.

Volunteers

Volunteer numbers have not increased in past 4 years, although we urgently need more volunteers to deal with increased workload. Volunteers are often recruited through personal contact, some are recruited via Fife Voluntary Action, some via press comment, and some the result of talks to groups about the Service.

Increasingly we are contacted through our website www.continuingcarenef.org.uk/new/index

We are fortunate to have a spread of volunteers living throughout Northeast Fife. Intending Volunteers are required to submit to the Disclosure Scotland Scheme for Protection of Vulnerable Groups.

	2023-2024	2024-2025
Volunteer driver numbers	30	31

Funding

The Fife Health and Social Care Partnership has generously continued funding through an ongoing grant. Donations are received from clients on a regular basis, and from other sources on a one-off basis.

Expenses

The coordinator is salaried and receives expenses for mileage, telephone, postage, stationery, and computer expenses. Volunteers receive mileage expenses (45p/m) for the transport services. All clients are asked to donate to contribute to the cost of transport based on the mileage involved. As all committee members and the coordinator work from home there are no overhead costs for office expenses.

Trustee's remuneration and expenses.

The Trustees did not receive any remuneration during the year. Expenses of trustees were remunerated against receipted out of pocket expenses incurred on behalf of the Service.

Financial Review

The reserve policy is to hold sufficient funds to meet the anticipated commitments of the charity and the possible costs in the event of the charity winding up. Accounts are prepared on a Receipts and Payments basis. Receipts for the year ended 31st March 2025 were £36,140 and payments were £35,878, resulting in a surplus for the year of £262. The closing bank balance was £41,421. It is believed therefore that the charity is in a sound financial position.

Established 1981

Continuing Care Service (North -East Fife)Accounts for the year ended 31st March 2025(£)Scottish Charity Register No. SC053120

	Total for 2024-25	Total for 2023-24	Difference
Donations	22,399	26,525	-4,126
Charitable Donations	3,625	7,413	-3,788
Grants			
NHS Fife	8,201	8,041	160
Fundraising			
Coffee Morning	770	723	47
Other Funds Received			
AGM Receipts	0	0	0
Investments			
Bank Interest	1,145	321	824
Other Receipts			0
Total	36,140	43,023	-6,883
Fundraising Costs			
Coffee Morning	86	82	4
Payments for Charitable Activities (1)	35617	37,354	-1737
Governance Costs			
AGM Expenses	115	182	-67
Equipment Purchase/Repair	60	0	60
Sundries	0	0	0
Total	35,878	37,618	-1740
Surplus/Deficit	262	5,405	-5143

Notes on the second page form an integral part of these accounts

Statement of Balance for Year ending 31 March 2025

	2024-25	2023-24
Opening Bank Balances	41,159	35,754
Surplus/Deficit	262	5,405
Closing Bank Balances	41,421	41,159
Restricted	0	256
Unrestricted	41,421	40,903

GRCS

Notes

	2024/25	2023/24	Difference
	£	£	£
1 Salaries	15,794	14,506	1,288
Travel Expenses	18,394	21,403	-3,009
Telephone Expenses	260	121	139
Postage	211	490	-279
Printing & Stationery	373	303	70
Insurance	367	351	16
Room Hire for Meetings	38	0	38
Volunteers' Meeting	0	0	0
Independent Examination	180	180	0
	35,617	37,354	-1,737

Continuing Care Service North East Fife

Charity No SC053120

I report on the accounts of the SCIO for the year ended 31st March 2025 which are set out on the following page.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. The charity trustees consider that the audit requirement of Regulation 10(1)(d) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1)(c) of the Act and to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In the course of my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with Section 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
 - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulationshave not been met. or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name: [REDACTED]

Address: Fife Voluntary Action
Caledonia House
Pentland Park
Saltire Centre
Glenrothes, KY6 2AL

Date: 18/11/25

