

**Charity Registration Number: 1128910**

**Company Registration Number: 06746629**

**CARERS TOGETHER FOUNDATION**  
**(A Company Limited by Guarantee)**

**REPORTS AND UNAUDITED FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2017**

**CARERS TOGETHER FOUNDATION**  
**(A Company Limited by Guarantee)**

**REPORTS AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2017**

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**CARERS TOGETHER FOUNDATION**  
(A Company Limited by Guarantee)

**DIRECTORS'/TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2017**

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The directors/trustees have pleasure in presenting their report and the unaudited financial statements of the charitable company ('the charity') for the year ended 31 March 2017.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and 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 published on 16 July 2014 (as amended by Update Bulletin 1 published on 2 February 2016).

**LEGAL AND ADMINISTRATIVE INFORMATION**

<b>Registered Charity Name:</b>	Carers Together Foundation
<b>Charity Registration Number:</b>	1128910
<b>Company Registration Number:</b>	06746629
<b>Governing Document:</b>	Memorandum and Articles of Association
<b>Registered Office:</b>	23 Queen Street Redcar TS10 1AB
<b>Directors/Trustees:</b>	Ms. C. Cousins Mr. W. Mogg Mrs. S. Richardson Mr. R. Parkin Mrs. S. Sheperia Ms. J. Jarvis Ms. D. Newman
<b>Company Secretary:</b>	Mrs. J. Bracknall
<b>Chief Executive:</b>	Mrs. J. Bracknall
<b>Independent Examiner:</b>	Mr. J. Lester FCA Baines Jewitt Limited Chartered Accountants Barrington House 41-45 Yarm Lane Stockton-on-Tees TS18 3EA
<b>Bankers:</b>	HSBC Bank plc 2 West Dyke Road Redcar TS10 1EA
<b>Solicitors:</b>	Bond Dickinson Camden House Prince's Wharf Teesdale Stockton-on-Tees TS17 6QY

**CARERS TOGETHER FOUNDATION**  
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**DIRECTORS'/TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2017**

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## **OBJECTIVES AND ACTIVITIES**

Carers Together's vision is 'A better future for carers' and we work to achieve this by informing, supporting and representing carers living in Redcar and Cleveland, Middlesbrough and the surrounding area. We have a Board of seven trustees, who are also directors (two of whom are carers) and a team of six full-time and 18 part-time staff and 17 volunteers.

Our aims are:

- to provide information and support to carers so that they are able to make informed choices about their lives;
- to promote the health and wellbeing of carers;
- to represent the views of carers and to positively influence policies and services, so that individuals and agencies understand, value and recognise carers and their caring roles.

The objects of the charity over the year were to promote any charitable purpose for the benefit of the elderly, sick or people with a disability living or located within the borough of Redcar and Cleveland or such other area as the trustees may from time to time decide, and in particular the relief of need and hardship, by providing support, advice and information to those responsible for their care to improve the quality of their lives.

The trustees have complied with their duty to have due regard to public benefit in exercising their powers and in ensuring the delivery of Carers Together's services.

## **ACHIEVEMENTS AND PERFORMANCE**

In 2016-2017, Carers Together has continued to increase the range and quality of the information and support services we provide for carers, as well as the number of opportunities for carers to influence the delivery and development of services that affect them and the people they care for.

Over the past 12 months we have:

- Provided information and practical, emotional and social support to 3,458 carers, individually and in groups.
- Identified 1,187 new carers who are now registered with our organisation.
- Completed statutory Carers Assessments and Support Plans with carers across the South Tees area.
- Delivered a Carers Information and Support Service in hospitals with funding from South Tees Clinical Commissioning Group and Redcar & Cleveland Council.
- Worked with Redcar & Cleveland Council to provide funding to 242 carers, to enable them to take a break from their caring role.
- Consulted with carers and the people they care for about their experience of substance misuse services and domiciliary care.
- Developed our Dementia Adviser Service in Redcar & Cleveland, providing information, support, training and a range of social activities and events for people affected by memory loss and their carers.
- Provided a Counselling service for 103 carers.
- Worked with other organisations to identify 'hidden' carers in Middlesbrough.
- Provided an Independent Support Service for parent carers and children with special educational needs.
- Supported working carers and employers.
- Continued to deliver a Welfare Rights Service, which has supported 757 carers to maximise their household income by over £500,000.

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**FOR THE YEAR ENDED 31 MARCH 2017**

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- Supported 'Friends of Carers Together', a group of carers and former carers, who have provided information about carers and their needs at events, workshops and in training sessions.
- Secured ongoing funding for our Volunteering and Engagement project, which recruited, trained and supported 17 volunteers.
- Facilitated 164 carers group sessions, monthly, in localities across South Tees.
- Delivered awareness raising and training sessions for carers, the public and professionals about carers' needs and the impact of the Care Act 2014.
- Reviewed our services in response to carers' feedback.

### **FINANCIAL REVIEW**

The results for the year and financial position at the year end are shown in the annexed financial statements.

#### **Reserves Policy**

The trustees aim to expend all funds on their charitable objects but recognise the need to maintain a certain level of reserves as a cushion against possible future funding difficulties. Unrestricted cash reserves at a level of six months' expenditure across the unrestricted fund is considered sufficient to allow the charity to continue its operations whilst alternative funding sources are sought. This minimum level of unrestricted reserves was met at 31 March 2017.

### **PLANS FOR FUTURE PERIODS**

Carers Together is committed to meeting its objects as defined in the Memorandum and Articles of Association.

During the coming year we will focus our activities on:

- Maintaining and expanding our range of good quality information and support services for carers and for people with dementia across the South Tees area.
- Identifying 'hidden' carers by raising awareness of carers' needs, and of Carers Together's services, with professionals, employers and the public.
- Working in partnership with other organisations to improve outcomes for carers, at strategic and operational levels.
- Providing a range of carer engagement activities.
- Offering a range of volunteering opportunities, with appropriate training and support.
- Developing the skills and expertise of Carers Together's staff and volunteers.
- Building capacity, knowledge and skills within the Board of Trustees.
- Maximising the use of our resources.
- Maintaining a culture and process of continuous improvement.
- Developing plans for ensuring the future sustainability of our organisation.

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### **Governing Document**

Carers Together Foundation is a company limited by guarantee incorporated on 11 November 2008, and a registered charity, governed by its constitution which was adopted on 29 October 2002 and amended on 29 January 2003, 2 March 2009 and 26 March 2013.

In the event of the company being wound up, members are required to contribute an amount not exceeding £10.

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**DIRECTORS'/TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2017**

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### **Appointment of Trustees**

Under the terms of the Memorandum and Articles of Association, one-third of the trustees are required to stand down each year, according to their length of service on the Board. New trustees are appointed by the Board.

### **Trustee Induction and Training**

All trustees complete a programme of induction into the organisation delivered by the Chair and the Chief Executive. This includes information about their roles and responsibilities and the organisation's policies and procedures. Trustees complete individual self-assessments and annual appraisals, which identify any training needs, and there is an annual bespoke training session for all trustees. In-house training is also provided at the end of Board meetings.

### **Related Parties**

Other than as disclosed in note 7 to the financial statements, there were no reportable related party transactions during the year under review.

### **Pay Policy for Senior Staff**

The Board of directors are also the charity's trustees and, along with the Chief Executive, are the key management personnel responsible for directing and operating the charity on a day-to-day basis. All directors give their time and expertise freely and no director received remuneration in the year.

The pay of the senior staff is reviewed annually and is normally increased in accordance with pay settlements agreed nationally by the Joint Negotiating Committee, which endorses professional qualifications for Youth and Community workers and negotiates their employment conditions. The trustees also benchmark against pay levels in other voluntary sector organisations of a similar size operating in the North East region.

### **Risk Management**

The trustees have conducted a review of the major risks to which the charity is exposed. External risks to funding can only be reduced by allowing for diversification of funding and activities. Internal risks are minimised by the implementation of procedures for authorisation of all transactions and projects and to ensure consistent quality of delivery for all operational aspects of the charity. These procedures are periodically reviewed to ensure that they still meet the needs of the charity.

### **STATEMENT OF DIRECTORS'/TRUSTEES' RESPONSIBILITIES**

The trustees (who are also directors of Carers Together Foundation for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for the year. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to assume that the charitable company will continue in operation.

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**DIRECTORS'/TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2017**


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The trustees are responsible for keeping proper accounting records that disclose, with reasonable accuracy at any time, the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

**Approval**

This report was approved by the directors/trustees on 20 September 2017 and signed on their behalf by:



**Mrs. S. Richardson**  
**Director/Trustee**

**INDEPENDENT EXAMINER'S REPORT  
TO THE TRUSTEES OF CARERS TOGETHER FOUNDATION**

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I report on the accounts of the company for the year ended 31 March 2017 which are set out on pages 7 to 17.

**Respective responsibilities of trustees and examiner**

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5) of the 2011 Act; and
- state whether particular matters have come to my attention.

**Basis of independent examiner's report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. 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 seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

In connection with 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 386 of the Companies Act 2006; and
  - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charitieshave 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.



**J. Lester FCA  
Baines Jewitt Limited  
Chartered Accountants  
Barrington House  
41-45 Yarm Lane  
Stockton-on-Tees  
TS18 3EA**

**Dated: 20 September 2017**

**JL/AJD**



**CARERS TOGETHER FOUNDATION**  
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**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2017**  
(including Summary Income and Expenditure Account)

	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds 2017 £	Total Funds 2016 £
<b>INCOME</b>					
Donations and legacies	4(a)	4,705	-	4,705	13,913
Income from charitable activities	4(b)	98,760	614,599	713,359	619,307
Investment income	4(c)	2,112	-	2,112	2,641
Other income		1,309	-	1,309	83
<b>TOTAL INCOME</b>		<u>106,886</u>	<u>614,599</u>	<u>721,485</u>	<u>635,944</u>
<b>EXPENDITURE</b>					
Charitable Activities	5	53,012	703,827	756,839	680,750
<b>TOTAL EXPENDITURE</b>		<u>53,012</u>	<u>703,827</u>	<u>756,839</u>	<u>680,750</u>
<b>Net income/(expenditure)</b>	8	53,874	(89,228)	(35,354)	(44,806)
<b>Transfers between Funds</b>	13	(60,470)	60,470	-	-
<b>Net Movement in Funds</b>		(6,596)	(28,758)	(35,354)	(44,806)
<b>Reconciliation of funds:</b>					
Total funds brought forward	13	255,228	114,835	370,063	414,869
<b>Total Funds Carried Forward</b>	13&14	<u>248,632</u>	<u>86,077</u>	<u>334,709</u>	<u>370,063</u>

The Statement of Financial Activities includes all gains and losses recognised in the year.

All incoming resources and resources expended derive from continuing activities.

**CARERS TOGETHER FOUNDATION**  
**Company Registration Number: 06746629**  
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**BALANCE SHEET**  
**AS AT 31 MARCH 2017**

	Notes	£	2017 £	£	2016 £
<b>FIXED ASSETS</b>					
Tangible assets	9		48,819		49,754
<b>CURRENT ASSETS</b>					
Debtors	10	55,876		49,064	
Cash at bank and in hand		248,786		302,321	
		<u>304,662</u>		<u>351,385</u>	
<b>CREDITORS: Amounts falling due within one year</b>	11	<u>(18,772)</u>		<u>(31,076)</u>	
<b>NET CURRENT ASSETS</b>			<u>285,890</u>		<u>320,309</u>
<b>NET ASSETS</b>			<u>334,709</u>		<u>370,063</u>
<b>REPRESENTED BY:</b>					
<b>FUNDS</b>					
Unrestricted	13&14		248,632		255,228
Restricted	13&14		86,077		114,835
<b>TOTAL FUNDS</b>			<u>334,709</u>		<u>370,063</u>

The directors/trustees are satisfied that the charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2017.

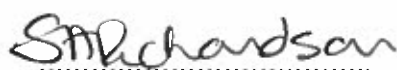
The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2017 in accordance with Section 476 of the Companies Act 2006.

The directors/trustees acknowledge their responsibilities for:

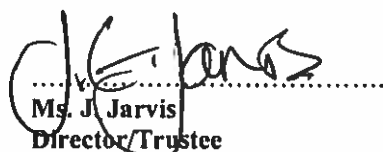
- (i) ensuring that the charitable company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006; and
- (ii) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of the financial year and of its profit or loss for the 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 are applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

These financial statements were approved by the directors/trustees on 20 September 2017 and signed on their behalf by:



Mrs. S. Richardson  
Director/Trustee



Ms. J. Jarvis  
Director/Trustee

**CARERS TOGETHER FOUNDATION**  
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**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 31 MARCH 2017**

	Notes	2017 £	2016 £
Cash flow from operating activities	20	<u>(38,571)</u>	<u>(66,188)</u>
Cash flow from investing activities:			
Interest receivable		2,112	2,641
Purchase of tangible fixed assets		<u>(17,076)</u>	<u>(31,752)</u>
Net cash inflow from investing activities		<u>(14,964)</u>	<u>(29,111)</u>
Increase/(decrease) in cash and cash equivalents in year		(53,535)	(95,299)
Cash and cash equivalents at the beginning of the year		<u>302,321</u>	<u>397,620</u>
Total cash and cash equivalents at the end of the year		<u>248,786</u>	<u>302,321</u>
Cash and cash equivalents consist of:			
Cash at bank and in hand		<u>248,786</u>	<u>302,321</u>

**CARERS TOGETHER FOUNDATION**  
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**NOTES TO THE UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2017**

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**1. CHARITY INFORMATION**

The charity (registered number 1128910) is a public benefit entity incorporated in the UK on 11 November 2008 as a company limited by guarantee. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity. The address of the registered office is given in the charity information on page 1 of these financial statements. The nature of the charity's operation and principal activities is the provision of information and support to carers.

**2. BASIS OF PREPARATION OF THE FINANCIAL STATEMENTS**

**Basis of Preparation and Assessment of Going Concern**

The charity constitutes a public entity as defined by FRS 102. The financial statements have been prepared on a going concern basis under the historical cost convention and in accordance with applicable accounting standards, the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014, the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Charities Act 2011 and the Companies Act 2006. The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

**3. ACCOUNTING POLICIES**

**(a) Income Recognition**

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income, after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

**Grants and donations**

- Where donors specify that grants and donations given to the charity must be used in future accounting periods, the income is deferred until those periods.
- Where donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred and not included in incoming resources until the pre-conditions for use have been met.

**Contract performance income**

This income is recognised when the performance conditions have been fully met or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

**Investment income**

Investment income is included when receivable by the charity.

**Donated services and facilities**

Donated services and facilities are recognised in income at their fair value when their economic benefit is probable, it can be measured reliably and the charity has control over the item. Fair value is determined on the basis of the value of the gift to the charity (for example, the amount that the charity would be willing to pay in the open market for such facilities and services). A corresponding amount is included in expenditure. No amount is included in the financial statements for volunteer time in line with the SORP (FRS 102).

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**NOTES TO THE UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2017**

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**3. ACCOUNTING POLICIES (Continued)**

**(b) Resources Expended**

Resources expended are accounted for on an accruals basis, inclusive of attributable VAT which cannot be recovered.

Certain expenditure is directly attributable to specific activities and has been apportioned to the costs of those activities on a basis consistent with the use of resources.

**(c) Tangible Fixed Assets**

Tangible fixed assets are included at cost less depreciation.

**(d) Depreciation**

Tangible fixed assets are depreciated over their estimated useful lives as follows:

Leasehold property - straight line over the term of the lease as from 1 April 2011. Prior to 31 March 2011, depreciation was provided at a rate of 20% straight line.

Fixtures, fittings and equipment - 20% per annum straight line

**(e) Fund Accounting**

Funds held by the charity are either:

- *unrestricted funds* - these are funds which can be used in accordance with the objects of the charity at the discretion of the trustees. They may include designated funds which have been set aside by the trustees for particular purposes.
- *restricted funds* - these are funds which can only be used for particular restricted purposes within the objects of the charity; whether it be for the purchase or construction of a fixed asset or in respect of a specific project. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. Once the restrictions imposed by the provider of the grant/the donor have been observed, the fund is then transferred to unrestricted funds but designated where relating to a specific ongoing purpose.

**(f) Pension Costs**

Contributions, which are payable into a defined contribution occupational pension scheme, are charged to the Statement of Financial Activities in the period to which they relate.

**(g) Operating Leases**

Rentals applicable to operating leases, where substantially all of the benefits and risks of ownership remain with the lessor, are charged against revenue on a straight line basis over the period of the lease.

**(h) Financial Instruments**

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value. Any losses arising from impairment are recognised in expenditure.

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**NOTES TO THE UNAUDITED FINANCIAL STATEMENTS**  
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**4(a) INCOME FROM DONATIONS AND LEGACIES**

	Unrestricted £	Restricted £	Total 2017 £	Total 2016 £
Donated social worker time	-	-	-	9,500
Others	4,705	-	4,705	4,413
<b>Total per Statement of Financial Activities</b>	<b>4,705</b>	<b>-</b>	<b>4,705</b>	<b>13,913</b>

Of the £13,913 received in 2016, £4,413 related to unrestricted funds and £9,500 related to restricted funds.

The charity benefits greatly from the involvement and enthusiastic support of its many volunteers. In accordance with accounting standards, the economic contribution of general volunteers is not measured in the accounts.

**4(b) INCOME FROM CHARITABLE ACTIVITIES**

	Unrestricted £	Restricted £	Total 2017 £	Total 2016 £
<b>Grant and Contract Performance Income:</b>				
<b>Redcar &amp; Cleveland Borough Council:</b>				
Breaks for Carers	-	38,717	38,717	132,451
Carer Engagement, Volunteering & Activities	-	-	-	20,000
Carers Information & Support Service	78,860	133,100	211,960	156,536
Carers Information & Support Service (Hospitals)	-	50,000	50,000	18,678
Carers Emergency Card Service	-	16,600	16,600	16,600
Dementia Adviser Service	-	67,277	67,277	61,000
Independent Parent Support Worker	-	20,000	20,000	25,000
Working Carers	-	16,000	16,000	-
Carers Survey	9,950	-	9,950	-
Adult Social Care Survey	9,950	-	9,950	9,950
Welfare Benefits Officer	-	-	-	20,000
<b>Middlesbrough Borough Council:</b>				
Carers Outreach Assessment and Support Service	-	168,408	168,408	91,092
Benefits Advice for Carers	-	15,705	15,705	-
Citizens Advice Bureau	-	-	-	3,000
Lloyds Bank Foundation	-	25,000	25,000	-
The Ballinger Trust	-	15,000	15,000	15,000
The Henry Smith Charity	-	30,000	30,000	30,000
Middlesbrough Voluntary Development Agency	-	13,792	13,792	-
<b>Department of Health - Health &amp; Social</b>				
Care Volunteering Fund	-	5,000	5,000	20,000
<b>Total per Statement of Financial Activities</b>	<b>98,760</b>	<b>614,599</b>	<b>713,359</b>	<b>619,307</b>

Of the £619,307 received in 2016, £41,486 related to unrestricted funds and £577,821 related to restricted funds.

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**FOR THE YEAR ENDED 31 MARCH 2017**

**4(c) INVESTMENT INCOME**

	Unrestricted £	Restricted £	Total 2017 £	Total 2016 £
Bank interest receivable	2,112	-	2,112	2,641

All of the £2,641 income in 2016 related to unrestricted funds.

**5. ANALYSIS OF EXPENDITURE ON CHARITABLE ACTIVITIES**

	Total 2017 £	Total 2016 £
Breaks for carers - grants	70,667	142,500
Breaks for carers - activities	13,700	11,508
Replacement care	701	1,230
Salaries and national insurance	454,497	329,318
Pension costs	5,336	2,839
Rent, rates and water	20,834	16,083
Insurance	4,618	7,058
Heat and light	2,481	3,498
Room hire and catering	14,084	14,685
Travel	15,002	11,130
Printing and postage	22,627	22,496
Telephone	13,576	8,978
Stationery	4,900	4,751
Miscellaneous	173	363
Depreciation	16,210	9,913
Loss on disposal of fixed assets	-	4,925
Support costs - see note 6	92,878	86,081
Governance costs - see note 6	4,555	3,394
	<u>756,839</u>	<u>680,750</u>

Of the £756,839 expenditure in 2017 (2016: £680,750), £703,827 was charged to restricted funds (2016: £645,601) and £53,012 to unrestricted funds (2016: £35,149).

**6. ANALYSIS OF SUPPORT AND GOVERNANCE COSTS**

	Basis of Apportionment	Support Costs £	Governance Costs £	Total £
Salaries and national insurance	Staff role	54,138	-	54,138
Pension costs	Staff role	926	-	926
Recruitment expenses	Direct	617	-	617
Rent, rates and water	Staff time	2,315	-	2,315
Insurance	Staff time	513	-	513
Heat and light	Staff time	276	-	276
Training	Direct	808	-	808
Printing and postage	Staff time	2,514	-	2,514
Telephone	Staff time	1,508	-	1,508
Stationery	Staff time	545	-	545
Equipment maintenance and promotional	Direct	8,729	-	8,729
Legal and professional	Direct	14,439	-	14,439
Repairs, Health & Safety	Direct	3,749	-	3,749
Depreciation	Staff time	1,801	-	1,801
Accountancy	Governance	-	3,000	3,000
Trustee training	Governance	-	955	955
Peer mentoring	Governance	-	600	600
		<u>92,878</u>	<u>4,555</u>	<u>97,433</u>

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**7. STAFF COSTS AND REMUNERATION OF KEY MANAGEMENT PERSONNEL**

	2017	2016
	£	£
Salaries and wages	481,971	346,633
Social security costs	26,384	17,041
Agency staff and recruitment fees	280	1,277
Pension costs	6,262	3,620
Donated social worker time	-	9,500
	<u>514,897</u>	<u>378,071</u>

The total employment benefits, including employer pension contributions, of key management personnel were £46,094 (2016: £45,663).

No employee had employee benefits of £60,000 per annum or more (2016: none).

No remuneration was paid to trustees in the year. One trustee was reimbursed £70.50 in respect of travel expenses (2016: £128.85). No other expenses were reimbursed to trustees in the year.

The charity has indemnity insurance on behalf of the trustees. The cost of the premium included in these financial statements is £220.00 (2016: £399.46).

The average and full-time equivalent (FTE) number of employees during the year was as follows:

	2017	2017	2016	2016
	No.	FTE	No.	FTE
Direct charitable work	20	16	13	11
Administrative	10	6	10	6
	<u>30</u>	<u>22</u>	<u>23</u>	<u>17</u>

**8. NET INCOME/(EXPENDITURE) FOR THE YEAR**

This is stated after charging:	2017	2016
	£	£
Depreciation of tangible fixed assets	18,011	11,015
Independent Examiner's fees:		
Accountancy services	1,650	1,650
Independent examination	990	990
Under-provision re previous year (incl. £300 re FRS 102 transition)	360	-
	<u>21,011</u>	<u>14,655</u>

**9. TANGIBLE FIXED ASSETS**

	Leasehold Property	Fixtures, Fittings & Equipment	Total
	£	£	£
<b>COST</b>			
At 1 April 2016	33,430	53,823	87,253
Additions	-	17,076	17,076
Disposals	-	-	-
At 31 March 2017	<u>33,430</u>	<u>70,899</u>	<u>104,329</u>
<b>DEPRECIATION</b>			
At 1 April 2016	22,020	15,479	37,499
Charge for the year	4,148	13,863	18,011
Disposals	-	-	-
At 31 March 2017	<u>26,168</u>	<u>29,342</u>	<u>55,510</u>
<b>NET BOOK VALUE</b>			
At 31 March 2016	<u>11,410</u>	<u>38,344</u>	<u>49,754</u>
At 31 March 2017	<u>7,262</u>	<u>41,557</u>	<u>48,819</u>



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**10. DEBTORS**

Due within one year:	2017	2016
	£	£
Contract/grant income receivable	54,676	47,556
Prepayments and accrued income	1,200	1,200
Other debtors	-	308
	<u>55,876</u>	<u>49,064</u>

**11. CREDITORS: Amounts falling due within one year**

	2017	2016
	£	£
Trade creditors	6,091	21,047
Social security and other taxes	9,373	7,389
Accruals and deferred income	3,308	2,640
	<u>18,772</u>	<u>31,076</u>

**12. OPERATING LEASE COMMITMENTS**

The following operating lease payments are committed to be paid within one year:

	2017	2016
	£	£
On land and buildings leases expiring:		
Within one year	10,209	10,009
Within two to five years	12,000	12,000
	<u>22,209</u>	<u>22,009</u>

**13. MOVEMENT IN FUNDS**

	As at 1 April 2016 £	Income £	Expenditure £	Transfers £	As at 31 March 2017 £
<b>Unrestricted Funds:</b>					
General	255,228	106,886	53,012	(60,470)	248,632
<b>Restricted Funds:</b>					
<b>Redcar &amp; Cleveland Borough Council:</b>					
Breaks for Carers	34,395	38,717	72,716	-	396
Carers Engagement, Volunteering & Activities	24,848	-	47,684	22,836	-
Carers Information & Support	14,261	133,100	160,618	13,257	-
Carers Information & Support (Hospitals)	1,080	50,000	49,177	-	1,903
Carers Emergency Card Service	3,171	16,600	17,703	-	2,068
Dementia Adviser Service	9,378	67,277	69,770	-	6,885
Independent Parent Support Worker	1,632	20,000	32,451	10,819	-
Working Carers	-	16,000	8,979	-	7,021
<b>Middlesbrough Borough Council:</b>					
Carers Outreach Assessment & Support Service	2,410	168,408	171,344	526	-
Benefits Advice for Carers	-	15,705	1,295	-	14,410
Lloyds Bank Foundation	-	25,000	6,174	-	18,826
The Ballinger Trust	8,660	15,000	13,580	-	10,080
The Henry Smith Charity	15,000	30,000	35,532	13,032	22,500
Middlesbrough Voluntary Development Agency	-	13,792	11,804	-	1,988
Department of Health - Health & Social Care Volunteering Fund	-	5,000	5,000	-	-
	<u>114,835</u>	<u>614,599</u>	<u>703,827</u>	<u>60,470</u>	<u>86,077</u>

Transfers between funds are as agreed by the Board.

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**13. MOVEMENT IN FUNDS (Continued)**

**Restricted Funds**

***Redcar & Cleveland Borough Council:***

*Breaks for Carers* - to give carers the opportunity to have a break. The fund is also used for organised activities.

*Carer Engagement, Volunteering & Activities* - to support the involvement of carers and local people in providing a range of volunteering and engagement opportunities. Similar funds with the same objectives have been combined to simplify the accounts.

*Carers Information & Support* - to support carers in the community across Redcar & Cleveland.

*Carers Information & Support (Hospitals)* - funding from Redcar & Cleveland Borough Council to provide a Carers Information and Support Service in local hospitals.

*Carers Emergency Card Service* - to run a call-out scheme designed to provide assistance to a carer, if they are unexpectedly unable to provide care for the person they look after.

*Dementia Adviser Service* - to provide information and support services to people affected by dementia and their carers.

*Independent Parent Support Worker* - to support working with volunteers and parents with the Education Health Care Plan Process.

*Working Carers Project* - to provide information and support for working carers and employers.

***Middlesbrough Borough Council:***

*Carers Outreach Assessment & Support Service* - to support carers in the community across Middlesbrough.

*Benefits Advice for Carers* - to support people in a caring role who are in financial hardship.

*Lloyds Bank Foundation* - to support carers in order to reduce the risk of financial hardship.

*The Ballinger Trust* - to provide counselling sessions for carers across Redcar & Cleveland and Middlesbrough.

*The Henry Smith Charity* - to provide support and information for adult carers in Redcar and Cleveland.

*Middlesbrough Voluntary Development Agency* - to provide information and support to adults living in Middlesbrough, to help them to improve their health and wellbeing.

*Department of Health - Health and Society Care Volunteering Fund* - to recruit, train and manage volunteers to support carers in local communities.

**14. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	<b>Tangible</b>	<b>Net</b>	
	<b>Fixed</b>	<b>Current</b>	
	<b>Assets</b>	<b>Assets</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Unrestricted funds	48,819	199,813	248,632
Restricted funds	-	86,077	86,077
	<hr/>	<hr/>	<hr/>
<b>Total Funds</b>	<b>48,819</b>	<b>285,890</b>	<b>334,709</b>

**CARERS TOGETHER FOUNDATION**  
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**15. FUNDS OF THE CHARITY**

Unrestricted funds are those which the trustees are free to use in accordance with the charitable objects, although the trustees may decide to designate part of these funds for specific purposes.

Restricted funds are those which have been given for particular purposes and projects.

**16. TAXATION**

H.M. Revenue & Customs have approved the charitable status of Carers Together Foundation and its income is therefore exempt from tax under Sections 505 and 506 of The Taxes Act 1988, provided that such income is applied for charitable purposes.

**17. PENSION SCHEME**

The charity operates a defined contribution pension scheme for its employees. The amount recognised as an expense in the period was £6,262 (2016: £3,620).

**18. CONTROLLING PARTY**

Throughout the year, the charity was under the control of the Board of Trustees.

**19. RELATED PARTY TRANSACTIONS**

Other than as disclosed in note 7, there were no reportable related party transactions in the year ended 31 March 2017 or in the year ended 31 March 2016.

**20. RECONCILIATION OF NET MOVEMENTS IN FUNDS TO CASH FLOW FROM OPERATING ACTIVITIES**

	2017	2016
	£	£
Net movement in funds	(35,354)	(44,806)
Add: Depreciation charge	18,011	11,015
Loss on disposal of fixed assets	-	5,472
Less: Interest receivable	(2,112)	(2,641)
Decrease/(increase) in debtors	(6,812)	(47,859)
Increase/(decrease) in creditors	(12,304)	12,631
	<u>(38,571)</u>	<u>(66,188)</u>
<b>Cash Flow from Operating Activities</b>	<b>(38,571)</b>	<b>(66,188)</b>

**21. FINANCIAL INSTRUMENTS**

The carrying amounts of the charity's financial instruments are as follows:

<b>Financial Assets</b>	2017	2016
	£	£
Debt instruments measured at amortised cost:		
- Contract/grant income receivable	54,676	47,556
- Other debtors	-	308
	<u>54,676</u>	<u>47,864</u>
<b>Financial Liabilities</b>		
Measured at amortised cost:		
- Trade creditors	6,091	21,047
- Social security and other taxes	9,373	7,389
- Accruals and deferred income	3,308	2,640
	<u>18,772</u>	<u>31,076</u>