

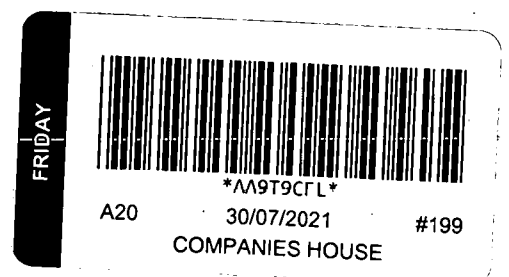
Charity Registration No. 1015728

Company Registration No. 02758481 (England and Wales)

**THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)**

TRUSTEES' REPORT AND ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2021



**THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
LEGAL AND ADMINISTRATIVE INFORMATION**

Trustees

Mr Vas Selvaratnam (Chairperson)
Mr Gregory Borkiewicz
Ms Tora Colwill
Ms Brigid Day (appointed 16 July 2020)
Ms Amy Dickinson
Mr Jamie Elliott (Treasurer)
Mr Jeremy Laver
Dr Feylyn Lewis
Mr James Pike
Ms Heather Smith (resigned 24 November 2020)

Patrons

Mr Peter Field, Lord Lieutenant of East Sussex
Mrs Caroline Lucas MP (Pavilion, Brighton)
Prof Saul Becker, Provost at University of Sussex

Chief Executive Officer & Secretary

Mr T Lambert

Charity number

1015728

Company number

02758481

Principal Address and Registered office

18 Bedford Place
Brighton
East Sussex
BN1 2PT

Independent Examiners

TC Group
The Courtyard
Shoreham Road
Upper Beeding
Steyning
West Sussex
BN44 3TN

Bankers

Charities Aid Foundation Bank Ltd
Kings Hill
West Malling
Kent
ME19 4TA

**THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
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THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED (LIMITED BY GUARANTEE) TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2021

The Trustees are pleased to present their report together with the financial statements of the charity for the year ended 31 March 2021.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. Under those Articles, the Trustees are elected at each Annual General Meeting by the Members of the organisation.

The Members have guaranteed to contribute a maximum of £1 each in the event of the company being wound up. The number of Members at 31 March 2021 was 38 (2019-20: 33).

The charity is run by a Board of Trustees, who delegates the day to day operation to the Chief Executive Officer and staff. The Board of Trustees meets six times per year to receive operational reports and review and agree policy and procedures, and on one or more occasions for the purposes of strategic planning.

Recruitment and appointment of new trustees

Trustees are recruited by general advertisement in local media, volunteer centre and the organisation's regular newsletter. Interested parties complete a full application form and references are taken up, before being invited to meet the trustees formally.

Induction and training of new trustees

There is a full induction and training programme in place for new trustees.

Risk Review

The Trustees have conducted their own review of the major risks to which the charity is exposed and systems have been established to mitigate those risks. The Financial Management Policy, Risk Management Policy and Reserves Policy were reviewed and updated at the Trustee Board meeting on 24th June 2021. The Carers Centre board approved a new five-year Strategic Plan on 24th June 2021 which will be reviewed annually. The board also developed a new fundraising strategy which was approved on 22nd April 2021 and has a risk management plan. 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 charitable company. These procedures are periodically reviewed to ensure that they still meet the needs of the charity.

AIMS & OBJECTIVES OF THE ORGANISATION

OUR VISION

An improved quality of life for carers in Brighton & Hove

OUR MISSION

To make a positive difference to the lives of carers by encouraging a wider recognition of their caring role; enabling them to fulfil their own needs as individuals and offering them appropriate and suitable support

CARERS: A DEFINITION

- Carers provide physical and/or emotional support to family members, partners or friends in need because they have a long-term illness, disability, mental health condition or substance-dependence. The care they provide is unpaid.
- Young carers are children and young people aged 17 or under who provide, or intend to provide, care, assistance or support to another family member. They carry out, often on a regular basis, significant or substantial caring tasks and assume a level of responsibility, which would usually be associated with an adult.

OUR AIMS AND VALUES

Putting carers first

Our services will focus on supporting carers; seeing things from their point of view. Many carers need better services for the person they care for. We will therefore take a holistic approach to all our work, considering the needs of carers, and those they care for.

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FOR THE YEAR ENDED 31 MARCH 2021

Empowerment

In all our work we will aim to empower individual carers to take control of their lives, play a full part in the local community and to move on from their role when appropriate. We believe that carers themselves are a powerful force for change, and we aim to give carers a real voice in designing and influencing services.

Involvement

We are committed to providing services which respond to carers' needs and enable carers and former carers to take an active part in our work. We also offer carers safe spaces to provide invaluable peer support for each other.

Equality

We recognise that many groups and communities experience discrimination and firmly assert that this is wrong. We aim to ensure that all our services are accessible, flexible, adaptable and appropriate to all carers in Brighton & Hove.

Service delivery

We will work in partnership with statutory and voluntary agencies, whilst retaining our independence. In doing so, we will use our resources effectively to provide a responsive and high-quality service to carers. Where we have identified needs that are not best met by our organisation, we will work proactively with other organisations to ensure that appropriate and timely services are provided.

Challenging and supportive

We aim to provide a challenging workplace for staff and volunteers, with an open and consultative management style, and to provide the support that staff and volunteers need to do their jobs.

STRATEGIC OUTCOMES

As a result of contact with The Carers Centre for Brighton and Hove:

- carers are more informed, supported and resilient through accessing services appropriate to their needs.
- carers' needs are identified and prioritised with carer participation at both individual and service-wide levels
- carers and former carers feel empowered to contribute to policy, research and the development of services both locally and nationally
- stakeholders, decision-makers and the general public have an increased understanding of carers' experiences and recognition of what being an unpaid carer means
- staff and volunteers are valued, supported and part of a sustainable, respected organisation with a positive, inclusive culture

OUR SERVICES

In 2020-21, the Carers Centre employed a total of 18 staff members (5 full-time and 13 part-time), 7 sessional workers and 78 volunteers (73 during 2019-20). The Chief Executive Officer is accountable to the Board of Trustees (10 trustees in 2020-21) and is line-managed by the Chairperson of the Board.

The Carers Centre provides a wide range of services, which are available to any unpaid carers in Brighton and Hove. By the end of the financial year 2020-21, the Carers Centre was 3½ years into delivery of the Carers Hub model which provides a 'front door' access point to all carers' support services in the city. Within the 3-tier system, the Carers Centre holds a dedicated phone line – 01273 977 000 between 9am and 5pm Monday to Friday; and a website – www.carershub.co.uk with online resources and links related to young and adult carers. The Hub is an effective and efficient single-entry point for carers to get information, advice, support and services through agreeing a series of pathways with the Adult Social Care Team, Childrens' Services, the Memory Assessment Service, Alzheimer's Society, Crossroads Care and other voluntary sector organisations.

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FOR THE YEAR ENDED 31 MARCH 2021

(I) Impact of Covid-19 Pandemic

As with all charities, The Carers Centre was significantly impacted by the COVID-19 global pandemic throughout the financial year 2020-21. During the period, most of our staff and volunteers transitioned to remote working which was challenging but achieved through positive teamwork and support from our IT partners.

Our major funders recognised the crucial role we would play as a key strategic partner in supporting the unpaid family/friend carers of Brighton & Hove, during the pandemic. As such, the majority of our funding has not been adversely affected to date (although some smaller projects were paused until in-person contact with service users became viable once more).

In terms of risk management as statutory funders begin to take stock of the emergency spending they needed to make during the pandemic, we took the time to complete our work on the new Fundraising Strategy (listed below under 'Resources Development') which will see us work towards funding diversification.

Regarding our service response, we identified around 1,200 at-risk households that were registered with us and undertook assertive outreach telephone interventions with them. We worked with the local authority and other voluntary sector agencies to support carers with risk assessments, the organisation of food and personal protective equipment (PPE) deliveries and safeguarding referrals where necessary.

Our work with the Brighton Food Partnership ran between April and August 2020 and resulted in over 200 food parcels being delivered to vulnerable carers. Our work with the local authority resulted in over 90 carers receiving PPE packs. This offer was particularly targeted at carers who do not live with the cared-for person and had to visit them during the pandemic to carry out personal care tasks.

Towards the end of the period, we worked with the Sussex Health Partnership and carers support organisations in East and West Sussex to support the COVID-19 vaccination rollout for carers. Operating an opt-in system, we shared consenting carers' details with the National Booking System and later the Clinical Commissioning Group to identify those who were eligible for a vaccine. This resulted in over 1000 carers being identified sooner than they would have been via their age group alone.

Digital support was a further element of additional service offered during the pandemic. We sourced and secured grants enabling more than 40 digitally-isolated carers to get an IT device. We also provided training for several carers to use video conferencing software largely thanks to our Reablement Project volunteers. We have tried to prioritise digitally-isolated carers when lockdown restrictions have allowed us to meet in-person on a 1:1 basis or in small groups but many of our group activities have been carried out online. This has been of benefit to many carers such as those who live on the edge of the city for whom travelling to city centre locations can be challenging. That said, we are of course mindful of such provisions feeling less personal and difficult to participate in with other household members around. It is therefore our plan to develop a hybrid of in-person and online support for carers in the future.

(II) Our Services for Adult Carers

Our services for adult carers include the provision of emotional support, information, guidance and peer-support activities to a wide range of carers, including carers of people with mental health conditions, learning disabilities, physical or sensory disabilities and life-limiting illnesses.

Between April 2020 and March 2021, 1788 adult carers received information, support and services from the core Adult Carers Team (1419 in 2019-20). 741 of these were newly referred carers, with 499 of those presenting with a variety of support requirements necessitating a carers contact assessment. These assessments established their eligible needs and formed an intervention plan resulting in onward referrals to both internal and external support projects. In addition, over 1800 anonymous clients (1400 in 2019-20) were advised on specific matters which either did not require registration or where the client chose not to register.

The Carers Hub service delivery model has strengthened our approach to offer carers advice, information and the aforementioned carers contact assessments over the phone and/or email. During this financial year, Carers Hub has made over 21,000 contacts in person and by correspondence providing support, information and advice (16,172 in 2019-20).

Carers Peer Support

The Carers Centre peer support offer had to shift to a weekly, online provision during this period due to restrictions related to the COVID-19 pandemic. Previously, several monthly groups were held in the following localities: Hangleton

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& Knoll, Queens Park, Saltdean, London Road and Portslade. Carers receive support to remain emotionally resilient and physically well, both through directed information, and through the impact of shared experience with other carers away from their caring role. During the period, 40 group sessions were organised with 262 carer attendances (548 in 2019-20).

The other two peer support groups not covered under the headings below are:

- 1) our regular group for **carers of those with learning disabilities or autistic spectrum disorders**. During the period, 8 group sessions were organised with 27 carer attendances.
- 2) To complement our employer advice service, we were able to secure a small grant in early 2020 to develop a peer support group specifically for **working carers**. This provision also had to move online during the period but 16 different individuals attended 12 sessions across the year for a total of 41 attendances.

Carers Reablement Project

This project matches a skilled volunteer with a carer with a view to the carer learning a new skill or rediscovering an old hobby that had been lost due to their busy caring role.

Owing to the pandemic, during the first quarter many of our existing carer and volunteer matches had stopped meeting to learn a new skill, but they continued to keep in touch by phone or text. A couple of matches were able to continue; our Personal Trainer volunteer was able to continue giving lessons over video call and a volunteer life coach continued meetings over the phone.

As many sessions stopped for over 3 months initially and we have been in and out of lockdown, the number of volunteering hours are down from last year, but we still recorded 83 meetings between carers and volunteers that took place either over the phone, on video call or in person.

During the second quarter we launched our plan for the "Remote Reablement Project" and we matched carers and volunteers remotely, either over the phone or on Video call. During this time matches were mainly for IT support. In September, after our socially distanced 1:1 risk assessment had been approved, we also had our first in-person match with a carer and our personal trainer volunteer and we now have a few other carer and volunteer matches meeting in person.

Over the past year we have had 42 initial meetings. 40 of these were either over the phone on Video call, but 2 were face to face meetings. We had fewer initial meetings in the first quarter as our number of referrals was lower and we had more one-off support sessions to help with IT and getting carers onto Video call. The other factor we've found over the past year is that many carers would still prefer to meet in person (and some were able to do so when restrictions allowed over the summer) and have the IT support in their own home, or the skill they want to learn isn't possible on Video call/over the phone and don't want to meet in person. We have put these carers on a long-term waiting list and check in with them regularly offering service updates.

End of Life Project

The End of Life support project continues to support carers of people with a range of life-limiting illnesses. The Project continues to provide 1:1 support (44 recipients during the period up from 18 in 2019-20). In March 2020, the group also met at the Plot 22 allotment project site for a peer support session. There are plans to resume our previous monthly outreach at the Macmillan Cancer Horizon Centre which has proved to be a useful way of providing face-to-face information and support to carers using the Centre on an ad hoc or appointment basis.

The Project also provides 6 months of support for bereaved carers with the addition of signposting to specialist bereavement services within the City.

Memory Assessment Service (MAS) Link Work

During the period, the Memory Assessment Service Carers Link Worker offered support, information, signposting and help with the assessment process for carers of those living with dementia.

In addition, the Worker offered support to carers who are caring for someone with a diagnosis of Mild Cognitive Impairment (MCI), ensuring that the caring role for someone with a mild memory problem was still acknowledged and carers assessments accessed.

We are excited to confirm that the post has been expanded from 1 day per week to 2 days per week for the forthcoming financial year. This will enable us to advocate for more carer inclusion within the memory assessment service and strengthen links with relevant voluntary sector agencies.

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During the period, 511 carers of those living with dementia or MCI were in receipt of support from The Carers Centre.

Changes Ahead

Changes Ahead had its first full year as part of The Carers Centre. A grassroots organisation set up by carers for carers of those living with a mental health condition, Changes Ahead officially became a Carers Centre project on 1st December 2019. With a strong history of providing 1:1 and peer support for this group of carers, the successful integration of the changes Ahead offer has built upon our ability to provide specialist services.

187 carers accessed support from the service during the year which is understandable given the challenges which the pandemic has brought to those living with mental health conditions and their families. Increasing resources for this provision is a significant target in our newly-developed Fundraising Strategy.

Carer Inclusion Project

Thanks to a generous legacy donation awarded to the organisation during 2018-19, the board resolved to establish a new Inclusion Project for carers with protected characteristics. The donor was a carer from the LGBTQ+ community and having successfully recruited a worker to the new role of Carers Inclusion and Development Worker, we are now able to offer additional outreach support to carers from underrepresented groups.

The project commenced in February 2020 and during the year:

- Identification and monitoring of registered carers became much more robust. For example, we now have 299 carers from ethnic minorities registered (183 in Feb 2020) and 71 carers who identify as LGBTQ+ (23 in Feb 2020) plus 5 new carers from Gypsy/Roma/Traveller communities registered with the service
- Internally, an Equalities Working Group now meets bi-annually to embed recommendations and good practice
- A monthly LGBTQ+ peer support group welcomed 12 individual carers to 16 sessions for a total of 58 attendances
- A translation feature was added to the carers hub website
- Our Mind the Gap engagement/research findings were published, giving us valuable insight into the barriers to accessing support for carers from underrepresented groups

Activities and events

Other activities provided include the following:

- Free legal surgeries (30 sessions up from 19 in 2019-20) were held during the year, each with a solicitor offering appointments to carers. Issues covered in the sessions included wills & trusts, housing, community care and Power of Attorney. From time to time the solicitors also give additional free time to run workshops and information sessions for the Centre.
- 7 carer awareness training sessions were delivered to health and social care professionals in the statutory and voluntary sectors.
- An additional 65 events and workshops were delivered during the period with 182 individual adult carers for a total of 336 attendances. Themes included: Legal Matters, Managing Anxiety, Seated Yoga, Book Club and Understanding Fibromyalgia.

(III) Our Services for Young Carers

The Young Carers Team aims to support children and young people who care for a member of their family who has a physical or mental health support need, substance misuse issue or sensory or learning disability. The Team supports children & young people whose social, emotional or educational development is negatively affected by their caring role.

The Team has two main aims: to reduce the actual caring role and / or to reduce the impact of the caring role. The first thing we do is try to improve the support provided to the family in order to reduce the reliance on children as carers. In particular we engage with Education, Children and Families Social Care, Adult Social Care, Health and Housing services. We also provide activities and run groups, to enable young carers to enjoy a break and develop

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their peer support network. Furthermore, the team provides one-to-one emotional support work to build the internal resilience of young carers when they face times of particular stress or transition.

During the period, the Young Carers Team received 133 new referrals (155 in 2019-20) for young carers aged 6-17, and offered information, advice and activities to a total number of 301 young carers (271 in 2019-20).

The Team supported young carers by offering:

- Casework and support to young carers and their families to improve the caring role and working in partnership with adult and Children & Families Services around the needs of the young carer and their families
- An incredible 129 online group activities for young carers including comic book design, ukulele lessons, hula-hooping and baking. This also includes the continuation of our exciting art projects organised in partnership with Create. Photography was the focus for our Create workshops this year. 301 different young carers accessed these activities (up from 188 last year), taking up a total of 920 places which averages to more than 3 activities per young carer
- Over 200 free activity packs issued to young carers at Christmas and Easter. This enabled young carers to join in with our online activities live or to feel part of things at any time by sharing their creations with the staff team.
- 50 young adult carers aged 18-25 received advice and guidance (25 in 2019-20). 4 young adult carers also attended a workshop on university life with student ambassadors from Brighton University's Widening Participation Team.

Schools work

In the academic year of September 2019 – August 2020 the Schools Worker worked with 18 schools, delivering training and running awareness sessions with pupils or teachers, attending schools conferences and cluster events. The Schools Worker's role includes Identifying young carers through partnerships with schools in the city; building knowledge and awareness of young carers issues and needs, and of the support available from the Young Carers Project (YCP); clarifying and supporting expectations around in-school support systems for young carers, including the use of policies and protocols; championing young carers in education settings in the city, and directly delivering PSHE (Personal, Social & Health Education) sessions to schools focused on the role of caring.

- 240 pupils attended a total of 7 PSHE sessions focused on young carers
- 480 pupils attended 3 school assemblies delivered by the YCP
- 6 training sessions delivered to 120 teachers and school support staff to improve the identification of young carers
- 35 new YCP referrals generated

Due to the unusual circumstances of the Covid-19 pandemic in 2020, workplace restrictions made remote working necessary from the end of March 2020 until July. Engagement with schools & colleges continued during this time as more than ever before young carers were, and still are, in need of support.

At the start of lockdown all schools and colleges were contacted to brief them on their responsibility to pupils who had caring roles. Support and guidance to schools was provided throughout this period including:

- Sharing government guidance which named young carers as a vulnerable group of pupils who could remain at school. Continuing to share relevant guidance and advice with schools as circumstances changed.
- Sharing a young carer pupil list with each school and requesting schools to offer places to young carers if they wished to attend at this time. Keeping accurate records of which young carers chose to attend as this changed.
- Keeping schools accountable for supporting young carers who chose not to attend during lockdown including support with learning at home.
- Sharing advice to support pupils' emotional wellbeing e.g. encouraging schools to have a member of staff already known to the young carer to do regular check ins at home.
- Keeping records of the school level of support for young carers, and individual support offered to young carers, and sharing this with the Young Carers Team and the young carer's caseworker.
- Promoting the Young Carers Team's offer of support to young carers and their families so that schools could also encourage them to seek support from us.
- Providing advice and information for referrals from schools as pupils' caring roles increased due to the pandemic.

Awareness raising

For this year's Young Carers Action Day (formally known as awareness day) we ran a social media campaign, supported by our two Student Volunteers at Brighton University. We also held a family event in the evening for our

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young carers and their families. We had a meeting with Brighton University who are in the process of setting up a Young Adult Carers Awareness event at the University and are in the process of arranging awareness training for both University and Student Union Staff for early in the new financial year.

Throughout the period, young carers reps and our Young Carers Team Manager were active participants in the National Young Carers Voice group, as well as having representation at Brighton Youth Council. Our own Young Carers Action Group continues to meet, with the group making contributions to the organisation's new strategic plan and fundraising strategy.

(IV) Development Work Information

Carers News goes out four times a year to over 3,000 carers and professionals. This year we also included a special lockdown edition of the magazine to keep carers informed. The Centre continues to encourage carers to receive the electronic version of the newsletter in order to save printing and postage costs. The Carers Centre also produces a series of factsheets free to carers on a range of topics including respite, transport, community care, bereavement services and returning to employment. Each of the 10 factsheets is updated annually to provide as much up-to-date information to carers as possible. Carers can also get access to information and advice via Carers Hub phone line (9-5; Monday to Friday) and website – www.carershub.co.uk, which posts regular updates, news and activities relevant to the city's carers. Different social media methods, such as Facebook, Twitter and the Young Carers Project YouTube channel, have been used to stay in touch with and contact more carers in the City.

Primary Care Work

The role of Primary Care Carers Link Worker is a key part of our efforts to raise carer awareness amongst GP practices, pharmacists and other health sector professionals. We have helped to embed a carers hub referral form within the 2 main database systems used by GPs (carer prescriptions) and been a partner in the development of numerous GP surgery multi-disciplinary team meetings to advocate for carer awareness and support.

In addition, the Link Worker supported the vaccine rollout efforts via the COVID-19 Communications and Engagement Group facilitated by the local authority. Vaccination information relevant to carers was shared with GP practices. Furthermore, information packs have also been issued to 37 GP practices and the 21 healthy living pharmacies in the city.

Employment

The Carers Centre works with employers to support their workers who are also unpaid carers. Raising awareness and offering free online resources are the key focus at the initial stage. Further support is available to those seeking to embed good practice. 72 employers have engaged with the support programme during the period, several of whom attended the Carers Week employer training event. Links were also forged with Brighton Chamber, American Express (a large-scale employer in the city) and the local bus company to improve support options available to working carers.

(V) Campaigning

Carers Week June 2020

This year we offered a virtual Carers Festival, running activities on Zoom calls throughout the week. We ran a total of 14 activities: coffee and chat sessions, a book club, creative writing and some dance and exercise classes. We had support from Reablement volunteers and other organisations in the city as well as Carers Centre staff running individual sessions. 37 carer attendances were recorded at activities during the week

A carers online gallery was created to which both young carers and adult carers submitted paintings, photographs, poems and recipes. A Thank You to Carers poster was available to download off the website to go in windows, and a copy of the poster was included in the online Carers News COVID edition. A postal version of Carers News was created for Carers Week to include carers who may not be on line.

Carers' Rights Day November 2020

This year we had to move to an online event due to the pandemic. Our focus was on promoting Carers UK's Digital Resource for Carers. We were able to provide a free code for carers to sign up to the website and our Working Carers Lead provided a guide on how to sign up and navigate the site. For those without access to the internet, a selection of the most popular resources from the site were offered to carers by post.

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(VI) Carers Engagement

Carers are identified who are willing to be consulted as experts as and when required. We have 40 registered Carer Experts, 16 of whom were recruited during the period via outreach work and individual contacts by the Engagement Worker.

- Approx. 3,500 carers engaged with, plus estimated 300+ potential carers or employers via our new Linked In page.
- Redesigned our internal feedback procedures so that carers' views are not only captured but actioned and reported on too.
- The "Mind the Gap" project involved intersectional work, engaging with members of the Black and ethnically diverse, Gypsy/Roma/Traveller and LGBTQ+ communities. This involved partnership work with Switchboard, TDC, Sussex Interpreting Services and Friends, Family and Travellers. The work was commissioned by NHS England and was designed to examine inequalities within healthcare services experienced by the communities indicated.
- In partnership with carers support organisations in East and West Sussex, we were commissioned by the Sussex Clinical Commissioning Groups to undertake a research project to gather the experiences of carers pan-Sussex in relation to health and care during the COVID-19 pandemic. In March 2020, the findings, along with six carer-informed recommendations, were presented at a webinar, which was attended by carers and key decision makers from the NHS, CCG, and local Commissioning Managers for each county. The plenary session that followed prompted a debate and it was encouraging to hear the Research Report described as a 'mandate for change' in improving the health inequalities carers face.

As of 31st March 2021, we had 2,356 followers on Twitter and 1,216 followers and 970 likes on Facebook. We also established a Linked In page during the period and went from 0 to 300 followers within 6 months.

(VII) Volunteers

The Carers Centre has a committed team of volunteers. 78 volunteers supported our work during the period including the 10 voluntary members of the Board of Trustees. Our office volunteer works with us regularly to undertake office administrative tasks: updating and maintaining our information library, co-ordinating carer events, producing factsheets and updating our website. Our office volunteer received 6 supervision sessions during the year. We had 1 social work student on a 70-day placement with the Young Carers Project and 2 volunteers supporting the development of our social media.

Reablement Project: We had 34 Reablement volunteers during the period. Over the past year, our team of volunteers have been fantastic at adapting to their roles and going from offering carers new skills in their homes and the local community to doing it over the phone and via video conferencing. Several volunteers started to meet carers in-person and we briefly had one volunteer support two carers with setting up new laptops in their garden, when restrictions allowed. All of our in-person meetings were put on hold over the winter months while we were in lockdown. Our volunteers have also been facilitating many of our groups via video conferencing tools.

This year we have seen a significant increase in volunteer applications and currently have 25 new volunteers who have registered their interest to volunteer with us and 15 of those at some stage in their recruitment process. These include IT tutors, Spanish speaking volunteers and Arts and Crafts volunteers.

We have 30 Carer Experts who share their experiences and contribute to the aforementioned Carer Engagement work. Through the process, carers gain peer support and knowledge to sustain their caring role. It is also an empowerment mechanism to build carers' confidence and knowledge to challenge and influence policy and decision makers.

(VIII) Representation

In 2020-21, The Carers Centre represented carers at the following partnerships and working groups, with Carer Experts also involved in some of these meetings:

- Carers Strategy Working Group
- COVID-19 Vulnerable People's Local Authority Cell
- COVID-19 Communications and Engagement Group
- Young Carers Strategy Group

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- Carers Hub Operational Group
- Learning Disabilities Partnership Board
- Brighton Chamber of Commerce
- Local Authority Anti-Bullying Steering Group
- Triangle of Care Advisory Group - Sussex Partnership Foundation Trust
- Back on Track Project Steering Group – support for children of alcohol-dependent parents
- Community Works Voluntary Sector Reps Group

ACHIEVEMENTS AND PERFORMANCE

Performance can be measured against the Strategic Business Plan 2016-21, as follows:

- **Resources development:** All objectives have been achieved. Our Fundraising Sub-Committee has completed the development of a new Fundraising Strategy which will be officially launched at our 2021 AGM
- **Staff and volunteer development:** All objectives have been achieved. The Carers Centre continues to be a "Living Wage" employer to support the campaign locally and nationally
- **Service development:** Changes Ahead (support for carers of those with mental health conditions) has now been established as a Carers Centre project for over a year. As has our Inclusion and Development Post.
- **Campaigning:** Carers have been empowered to contribute to engagement projects which will have direct influence on the approach of NHS decision-makers. Interaction with Caroline Lucas, MP (a patron of our charity) has seen issues facing carers raised at a parliamentary level
- **Information, publicity and media strategy:** All objectives have been achieved; our social media presence continues to grow and we introduced our Linked In page as a new communications channel. Our Carers Hub website now features an easy-to-use translation function. Our work has been featured several times during the year by media outlets such as BBC Sussex Radio and Latest TV
- **Equality Action plan:** All objectives have been achieved. A new post has been established (Inclusion and Development Worker), we now have an Equalities Working Group to monitor progress and our Mind the Gap research has enabled carers from underrepresented groups to outline their needs as we seek to improve engagement with all communities in the city
- **Monitoring and evaluation:** All objectives have been achieved. We have established a new feedback procedure so that carer and stakeholder views are captured centrally and responded to via the appropriate meeting/forum. 'You said, we did' articles are then shared directly with contributors and more widely through our communications channels

In all areas, including those where initial objectives have been achieved, work is continually monitored and regularly reviewed by staff and the Board of Trustees.

FINANCIAL REVIEW

Results

There was a surplus for the year of £34,638 (2020: £42,805). This has been transferred to the accumulated fund, leaving a balance of funds carried forward of £935,105 at 1 April 2021 (2020: £900,467) of which £115,442 (2020: £124,176) has to be used on restricted projects. Unrestricted free reserves now stand at £496,063 (2020: £434,188).

Reserves Policy

The Trustees wish to maintain a level of reserves that would ensure the stability of the organisation in the medium term, whilst maximising the use of the charity's resources towards its charitable objects. In addition to the review of the organisation's financial management policy, the Trustees agreed a prudent reserves and legacy policy at the Trustee Board meeting on 24th June 2021. The Trustees have decided that a level of working reserves should be maintained to cover at least 9 months' running costs (this currently equates to £440,000), which are not committed or invested in tangible fixed assets.

Unrestricted reserves now stand at £496,063 (2020: £434,188) which is in line with the organisation's Reserves Policy outlined above. The Board of Trustees see it is prudent to maintain the current level of reserves alongside the designated funds outlined below to ensure the cash flow of the organisation is funded and that the work of the Carers Centre continues into the future. Securing alternative funding and creating sustainability takes time and resources and it is important that these reserve levels are maintained, particularly in an ever-changing climate.

THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED (LIMITED BY GUARANTEE) TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2021

Designated funds are set aside for the following:

- IT funds £15,000 (over 3 years from April 2021) set aside to meet future IT investment/commitments.
- Building funds £30,570 (over 3 years from April 2021) to support the maintenance and repair of the leased building.
- Young Carers Services £105,000 (over 3 year from April 2021). The board has designated these funds due to this area of work being in deficit during the last year. This was principally due to the conclusion of a significant grant in March 2019 and we feel that these services are important to maintain.
- Carer Engagement Work £8,030 (over 1 year from April 2021). The board has designated these funds due to a delay in an expected funding opportunity opening for tender. The board felt that it was important to maintain staff hours in this area until further external funding becomes available.
- Closure Contingency Fund £165,000. In the event that closure contingency is needed, this would fund 2 months operating costs, any redundancy payments due to employees, terminating service contracts such as office rent and equipment, accountancy, audit and other professional costs.

Should unforeseen reductions in funding occur, our reserves will enable us to respond accordingly and maintain the organisation's offer of vital support and services to carers.

Investment Policy

The Trustees have considered the most appropriate policy for investing funds and are continuing to monitor the placement of funds.

Principal Funding Sources

90% of income in 2020-21 (89% in 2019-20) came from statutory sources (Brighton & Hove City Council and the NHS Brighton & Hove Clinical Commissioning Group). 10% came from charitable trusts and organisations, including Carers Trust, Homity Trust, National Lottery, Waitrose Community Grants, Alex Roberts-Miller Foundation etc. It is a long-term intention to reduce our reliance on statutory funders. Through the formation of a fundraising sub-committee, we have now completed a new, 5-year fundraising strategy which will help us move towards our aim of raising a greater proportion of our funds from charitable sources, and we work hard to maintain a close collaborative relationship with all our funders. The Carers Centre's contract as lead provider of the Carers Hub service has been extended until September 2022 with the possibility of a further extension thereafter. Both Alzheimer's Society and Crossroads Care Brighton & Hove are sub-contractors of the Carers Hub contract providing specific support and services to carers.

Fundraising performance

Fundraising priorities are set and an annual plan agreed by the Board of Trustees. In 2020-21 14 bids were submitted, for funding ranging from small amounts for one-off events to large ongoing projects, and 11 of these were successful. Due to the current financial climate, fundraising remains an ongoing challenge but The Carers Centre has a good record of securing charitable grants. We are actively reviewing our fundraising strategy and aim to increase our focus on community and corporate fundraising in the future.

Brokerage Grants

The team often applies for financial support for individual carers from charitable trusts. During the financial year we received £2,964.99 from the following:

- MacAndrew Sussex Trust - £319.99
- Carers Trust - £2,470
- Brighton Lions Club - £175

The grants have been used for a variety of purposes according to the specific needs of the carers concerned. Examples include funding for a new domestic appliance, alternative therapies, respite opportunities and bus passes for Young Carers experiencing financial hardship.

Investment performance

We have no investments other than our deposit accounts with CAF Bank, Charity Bank, Shawbrook Bank and Virgin Money which pay standard interest rates on accessible funds (£3,914 in 2020-21, £3,315 in 2019-20).

**THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
TRUSTEES' REPORT**

FOR THE YEAR ENDED 31 MARCH 2021

PLANS FOR THE FUTURE

The Carers Centre's new five-year strategic business plan and fundraising strategy will be launched at our AGM in July 2021, following extensive consultation with carers, staff, trustees, funders and other stakeholders, and these two key documents feature action plans which will be reviewed every year by staff and trustees. A key early action from these plans is to create and recruit to a Fundraiser post. This will help us mobilise community, grass-roots supporters and diversify revenue streams. Regular consultation events with carers are held and feedback gathered from all events and activities in order to inform our future plans. We also actively participate in national and local consultation and research into the role of unpaid carers in society.

ON BEHALF OF THE BOARD:


.....
Mr. Thomas Lambert – Company Secretary

Date: 15/7/21

**THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
STATEMENT OF TRUSTEES' RESPONSIBILITIES**

FOR THE YEAR ENDED 31 MARCH 2021

The trustees, who are also the directors of The Carers Centre for Brighton and Hove Limited for the purpose of company law, are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 'The Financial Reporting Standard Applicable in the UK and Republic of Ireland'.

Company law requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

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

**THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
INDEPENDENT EXAMINER'S REPORT**

TO THE TRUSTEES OF THE CARERS CENTRE FOR BRIGHTON AND HOVE LIMITED

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

Responsibilities and basis of report

As the charity's trustees of the charitable 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 charitable 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 charitable 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 Association of Chartered Certified Accountants, 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 charitable 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.

~~TC Group~~
Mr Mark Cummins FCCA

tc accounts · tax · legal · financial planning

The Courtyard
Shoreham Road
Upper Beeding
Steyning
West Sussex
BN44 3TN

Dated: 29 July 2021

**THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)**

FOR THE YEAR ENDED 31 MARCH 2021

		Unrestricted funds £	Restricted funds £	Designated funds £	Total 2021 £	Total 2020 £
Income from:						
Donations, grants and gifts	3	1,672	29,209	-	30,881	39,646
Charitable activities	4	586,497	-	-	586,497	577,119
Investment income - Interest received		3,914	-	-	3,914	3,315
Total income		592,083	29,209	-	621,292	620,080
Expenditure on:						
Charitable activities						
Activities undertaken directly	5	448,724	36,684	45,425	530,833	522,278
Other costs		47,519	1,680	6,622	55,821	54,997
Total expenditure		496,243	38,364	52,047	586,654	577,275
Net income/(expenditure)		95,840	(9,155)	(52,047)	34,638	42,805
Transfer between funds	16, 17	(33,965)	421	33,544	-	-
Net movement in funds		61,875	(8,734)	(18,503)	34,638	42,805
Fund balances at 1 April 2020		434,188	124,176	342,103	900,467	857,662
Fund balances at 31 March 2021		496,063	115,442	323,600	935,105	900,467

All activities are classed as continuing. There are no recognised gains or losses other than those reported on the Statement of Financial Activities.

**THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
BALANCE SHEET**

AS AT 31 MARCH 2021

	Notes	2021		2020	
		£	£	£	£
Fixed assets	11		6,789		-
Current assets					
Debtors	12	33,038		20,433	
Cash at bank and in hand		<u>919,227</u>		<u>904,354</u>	
		952,265		924,787	
Creditors: amounts falling due within one year	13	<u>(23,949)</u>		<u>(24,320)</u>	
Net current assets		<u>928,316</u>		<u>900,467</u>	
Total assets less current liabilities			<u>935,105</u>		<u>900,467</u>
Income funds					
Restricted funds	16		115,442		124,176
Unrestricted funds	17		496,063		434,188
Designated funds	17		323,600		342,103
			<u>935,105</u>		<u>900,467</u>

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

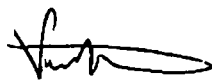
For the financial year in question the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

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

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

The accounts were approved by the Board on 15/7/21



Mr V Selvaratnam
Trustee

Company Registration No. 02758481

**THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
CASH FLOW STATEMENT**

FOR THE YEAR ENDED 31 MARCH 2021

	£	2021 £	£	2020 £
Net cash used in operating activities				
Net income/(expenditure)	34,638		42,805	
Depreciation	3,395			
Increase/(decrease) in creditors	(371)		(2,570)	
(Increase)/decrease in debtors	<u>(12,605)</u>		<u>34,577</u>	
		25,057		74,812
Cash flows from investing activities				
Purchase of tangible fixed assets	<u>(10,184)</u>		-	
		(10,184)		
Increase in cash		14,873		74,812
Cash and cash equivalents at the beginning of the year		904,354		829,542
Cash and cash equivalents at the end of the year		919,227		904,354
Analysis of net cash:				
	1 April 2020	Cash flow		31 March 2021
	£	£		£
Cash at bank and in hand	<u>904,354</u>	<u>14,873</u>		<u>919,227</u>

**THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS**

FOR THE YEAR ENDED 31 MARCH 2021

1 Statutory information

The Carers Centre for Brighton and Hove Limited is a charitable company, limited by guarantee, registered in England and Wales. The charitable company's registered number and registered office address can be found on the Legal and Administrative Information page.

2 Accounting policies

2.1 Basis of preparation

The financial statements have been prepared in accordance with 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 (FRS102) (effective 1 January 2015) – Charities SORP (FRS102) and the Companies Act 2006.

The Carers Centre for Brighton and Hove Limited meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

There are no material uncertainties about The Carers Centre for Brighton and Hove Limited's ability as a going concern. This conclusion takes into account any known financial effect of Covid-19.

2.2 Income

All income is recognised in the Statement of Financial Activities once the charity has gained entitlement to the income and the amounts can be quantified with sufficient reliability. The following specific policies are applied to particular categories of income:

Donations, grants and gifts are included in full in the Statement of Financial Activities once receivable.

Contract income is recognised as the charity becomes entitled to the contract income (i.e. over the term of the contract).

Investment income is recognised in the financial statements when receivable.

2.3 Expenditure

Expenditure is recognised on an accruals basis when a liability is incurred. Expenditure includes any VAT which cannot be fully recovered and is included within the item of expenditure to which it relates.

Charitable expenditure comprises those costs incurred by the charity in pursuit of its charitable objectives. It includes both direct costs and support costs relating to such activities. Support costs, including salaries, are apportioned on the basis of the time involved on the activity.

Governance costs include those costs associated with meeting the statutory requirements of the charity and include its audit fees and costs linked to strategic management of the charity. These costs are included in support costs under the Charities SORP (FRS 102).

**THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS (CONTINUED)**

FOR THE YEAR ENDED 31 MARCH 2021

Accounting policies (continued)

2.4 Fixed assets

Fixed assets are recognised at historic cost less accumulated depreciation. Depreciation rates are as follows:

Fixtures and fittings	33% on cost
Computer equipment	33% on cost

2.5 Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered.

Prepayments are valued at the amount prepaid net of any trade discounts due.

2.6 Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments. The Trustees seek to use short and medium term deposits where possible to maximise the return on monies held at the bank and to manage cash flow.

2.7 Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

2.8 Leasing and hire purchase commitments

Rentals payable under operating leases are charged against income on a straight line basis over the period of the lease.

2.9 Pensions

Retirement benefits to employees of the entity are provided by a defined contribution scheme. The assets of the scheme are held separately from those of the entity.

The contributions made in relation to the defined contribution scheme are charged in the accounts as they become payable in accordance with the rules of the scheme.

2.10 Fund accounting

Restricted funds are subject to specific conditions by funders as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the accounts.

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds are available for use at the discretion of the trustees for the specific purposes as set out by the trustees.

2.11 Taxation

The company is a registered charity (number: 1015728). All of the charity's income falls within the exemptions set out in part 11 of the Corporation Tax Act 2010.

**THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS (CONTINUED)**

FOR THE YEAR ENDED 31 MARCH 2021

3 Donations, grants and gifts

	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
Donations	1,672	1,000	2,672	7,650
Grants	-	28,209	28,209	31,996
	<u>1,672</u>	<u>29,209</u>	<u>30,881</u>	<u>39,646</u>

4 Income from charitable activities

	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
Contract income	586,497	-	586,497	576,792
Event income	-	-	-	327
	<u>586,497</u>	<u>-</u>	<u>586,497</u>	<u>577,119</u>

5 Total expenditure

	Staff costs £	Other costs £	Total 2021 £	Total 2020 £
Charitable activities				
Activities undertaken directly	310,870	219,963	530,833	522,278
Other costs (note 6)	43,673	12,148	55,821	54,997
Total	<u>354,543</u>	<u>232,111</u>	<u>586,654</u>	<u>577,275</u>

**THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS (CONTINUED)**

FOR THE YEAR ENDED 31 MARCH 2021

6 Other costs

	Total 2021 £	Total 2020 £
Staff costs	43,673	43,420
Governance costs (Note 7)	12,148	11,577
	<u>55,821</u>	<u>54,997</u>

7 Governance costs

	Total 2021 £	Total 2020 £
Independent examiners' fee	3,840	3,600
Accountancy	8,295	7,495
AGM expenses	-	244
Companies House filing fees	13	13
Other costs	-	225
	<u>12,148</u>	<u>11,577</u>

8 Trustees

During the year, and in the previous year, no trustees were reimbursed for expenses. The Charity paid Will Taylor Limited, of which Will Taylor (trustee – resigned 20 August 2019) is the controlling party, £Nil (2020: £1,386) for payroll services in the year.

**THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS (CONTINUED)**

FOR THE YEAR ENDED 31 MARCH 2021

9 Statement of financial activities comparative funds – year ended 31 March 2020

		Unrestricted funds £	Restricted funds £	Designated funds £	Total 2020 £	Total 2019 £
Income from:						
Donations, grants and gifts	3	4,376	35,270	-	39,646	104,535
Charitable activities	4	574,842	2,277	-	577,119	559,240
Investment income - Interest received		3,315	-	-	3,315	3,179
Total income		582,533	37,547	-	620,080	666,954
Expenditure on:						
Charitable activities	5			-		
Activities undertaken directly		475,463	41,345	5,470	522,278	538,183
Other costs		49,988	5,009	-	54,997	57,554
Total expenditure		525,451	46,354	5,470	577,275	595,737
Net income/(expenditure)		57,082	(8,807)	(5,470)	42,805	71,217
Transfer between funds	16, 17	(288,478)	3,478	285,000	-	-
Net movement in funds		(231,396)	(5,329)	279,530	42,805	71,217
Fund balances at 1 April 2019		665,584	129,505	62,573	857,662	786,445
Fund balances at 31 March 2020		434,188	124,176	342,103	900,467	857,662

10 Employees

Number of employees

The average number of employees during the year was 19 (2020: 18).

Employment costs	2021 £	2020 £
Wages and salaries	328,643	302,870
Social security costs	19,500	19,048
Other pension costs	6,400	6,404
	354,543	328,322

Total employee benefits for key management personnel of the charity in the year amounted to £43,673 (2020: £43,421).

There were no employees with emoluments above £60,000 during the year (2020: none).

**THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS (CONTINUED)**

FOR THE YEAR ENDED 31 MARCH 2021

11	Fixed Assets	Fixtures and Fittings	Computer Equipment	Total
	Cost			
	At 1 April 2020	5,119	47,858	52,977
	Additions in the year	-	10,184	10,184
	At 31 March 2021	<u>5,119</u>	<u>58,042</u>	<u>63,161</u>
	Depreciation			
	At 1 April 2020	5,119	47,858	52,977
	Depreciation charge in the year	-	3,395	3,395
	At 31 March 2021	<u>5,119</u>	<u>51,253</u>	<u>56,372</u>
	Net Book Value			
	At 31 March 2021	<u>-</u>	<u>6,789</u>	<u>6,789</u>
	At 31 March 2020	<u>-</u>	<u>-</u>	<u>-</u>
12	Debtors		2021	2020
			£	£
	Trade debtors		22,830	9,998
	Other debtors		5,125	5,125
	Prepayments and accrued income		5,083	5,310
			<u>33,038</u>	<u>20,433</u>
13	Creditors: amounts falling due within one year		2021	2020
			£	£
	Trade creditors		5,766	4,900
	Taxes and social security costs		4,818	6,097
	Other creditors		-	1,183
	Accruals and deferred income		13,365	12,140
			<u>23,949</u>	<u>24,320</u>

**THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS (CONTINUED)**

FOR THE YEAR ENDED 31 MARCH 2021

14 Pension and other post-retirement benefit commitments

At the balance sheet date £Nil (2020: £Nil) was owed in respect of contributions to schemes.

	2021 £	2020 £
Contributions payable by the charity for the year	<u>7,552</u>	<u>6,404</u>

15 Share capital & control

The Carers Centre for Brighton and Hove Limited is a company limited by guarantee and has no share capital. The liability of the members is limited to a sum not exceeding £1. The charity is controlled by its trustees. No one member has overall control of the charity.

16 Restricted funds

The income funds of the charity include restricted funds comprising the following balances of donations and grants held on trust for specific purposes:

	Movement in funds				Balance at 31 March 2021 £
	Balance at 1 April 2020 £	Incoming resources £	Resources expended £	Transfers £	
Young Carers	-	12,709	(13,130)	421	-
Development Work	21,231	-	-	-	21,231
Adult Carers	102,191	16,500	(25,234)	-	93,457
Caravan	754	-	-	-	754
	<u>124,176</u>	<u>29,209</u>	<u>(38,364)</u>	<u>421</u>	<u>115,442</u>

Young Carers – This fund provides resources to run group work sessions and activities for Young Carers aged between 6 and 17 years old.

Development Work – This fund provides resources for future development work to support unpaid Carers.

Adult Carers – This fund provides resources to run services for Adult Carers aged 18 years old or above.

Caravan – This fund provides resources for the Caravan event which was originally planned to be held in the year ending 31 March 2019 however the project has been put on hold.

**THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS (CONTINUED)**

FOR THE YEAR ENDED 31 MARCH 2021

17 Other funds

	Movement in funds				Balance at 31 March 2021
	Balance at 1 April 2020	Incoming resources	Resources expended	Transfers	
	£	£	£	£	£
Unrestricted funds	434,188	592,083	(496,243)	(33,965)	496,063
Designated fund – Infrastructure	24,944	-	(10,624)	680	15,000
Designated fund - Repairs	32,159	-	(1,589)	-	30,570
Designated fund – Young Carers Services	105,000	-	(32,864)	32,864	105,000
Designated fund – Carer Engagement Work	15,000	-	(6,970)	-	8,030
Designated fund – Closure contingency	165,000	-	-	-	165,000
	<u>776,291</u>	<u>592,083</u>	<u>(548,290)</u>	<u>(421)</u>	<u>819,663</u>

The designated funds for infrastructure and repairs were established enable the charity to fund such expenditure in the future.

The designated funds for Young carer's services, Carer engagement services and closure contingency were all established during the year.

18 Analysis of net assets between funds

	Unrestricted funds	Designated funds	Restricted funds	Total 2021
	£	£	£	£
Fund balances at 31 March 2021 are represented by:				
Fixed Assets	-	6,789	-	6,789
Current assets	520,012	316,811	115,442	952,265
Creditors: amounts falling due within one year	(23,949)	-	-	(23,949)
	<u>496,063</u>	<u>323,600</u>	<u>115,442</u>	<u>935,105</u>

	Unrestricted funds	Designated funds	Restricted funds	Total 2020
	£	£	£	£
Fund balances at 31 March 2020 are represented by:				
Fixed Assets	-	-	-	-
Current assets	458,508	342,103	124,176	924,787
Creditors: amounts falling due within one year	(24,320)	-	-	(24,320)
	<u>434,188</u>	<u>342,103</u>	<u>124,176</u>	<u>900,467</u>

**THE CARERS CENTRE FOR BRIGHTON & HOVE LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS (CONTINUED)**

FOR THE YEAR ENDED 31 MARCH 2021

19 Commitments under operating leases

At 31 March 2021 the company had total commitments under non-cancellable operating leases as follows:

	Land and buildings	
	2021	2020
	£	£
Expiry date:		
Within one year	10,250	20,500
1-5 years	-	10,250
	<u> </u>	<u> </u>
	Other	
	2021	2020
	£	£
Expiry date:		
Within one year	3,072	3,072
1-5 years	768	3,840
	<u> </u>	<u> </u>

Included within the Statement of Financial Activities are operating lease payments of £23,898 (2020: £23,714).