Caring Friends Mid Norfolk

Registered Charity No. 1164648

Annual Report and Trustees' Report

For the year ended 31 March 2026

Reference and Administrative Information

Charity Name: Caring Friends Mid Norfolk
Charity Number: 1164648
Principal Address: 83 Stone Road, Dereham, Norfolk, NR19 1LH

Trustees during the year:

- Jean Wright – Chair
- David Dickerson – Vice Chair
- Margaret Barrett – Trustee
- Moira Cranmer – Trustee
- Mary Varns – Trustee

Officers:

- Suzanne Chapman – Secretary / Manager / DSL
- Mike Tweddle – Treasurer

The trustees listed above were elected at the AGM held on 8 May 2025.

Objectives and Activities

Caring Friends Mid Norfolk exists to support people affected by cancer, dementia, chronic illness, disability, isolation and loneliness across Mid Norfolk and surrounding rural communities. The charity provides practical, emotional and social support to vulnerable adults and their families.

The charity's activities during the year included:

- Community transport to hospital, GP and healthcare appointments
- Home visits and telephone befriending
- Weekly coffee mornings and social gatherings
- Trips and outings for isolated members
- Counselling and complementary therapies
- Support with forms, benefits and practical paperwork
- End of life support and signposting
- Volunteer-led community support services

The organisation continued to support people living with long-term health conditions and their carers through social inclusion activities and transport assistance. Previous funding reports confirmed that transport and subsidised trips reduced isolation and enabled greater participation in community life.

Structure, Governance and Management

Caring Friends Mid Norfolk is a registered charity governed by its constitution. The charity is managed by a committee of trustees who meet regularly to oversee operations, safeguarding, finances and future planning.

Committee meetings were held throughout the year at Castle Farm and The George, Dereham. Topics discussed included:

- Financial management and new accounting systems
- Volunteer recruitment and safeguarding
- Closure of the Norwich Street hub premises
- Storage arrangements and asset management
- Expansion of transport services
- Grant applications and fundraising
- Development of digital inclusion and learning initiatives

Minutes throughout the year demonstrate active trustee oversight of finances, safeguarding, operational risk and sustainability planning.

The charity continued to ensure safeguarding training and DBS processes were maintained for volunteers and trustees during the year.

Achievements and Performance

The year saw continued growth in demand for the charity's services, particularly transport support and social activities.

The Chair's AGM statement described the increasing number of requests for hospital transport, emotional support and practical assistance, noting the dedication of volunteers and the growing complexity of need among members.

Key achievements during the year included:

Transport and Access Support

The charity continued to provide transport to hospital and GP appointments, social outings and wellbeing activities. Trustees reported a significant increase in transport demand due to reductions in public services and increased isolation in rural communities.

Grant-funded transport projects enabled people on low incomes or undergoing treatment to continue attending appointments and activities. Previous reporting showed over 424 individuals benefited from subsidised transport and social activity funding.

Social Activities and Community Inclusion

The charity organised:

- Coffee mornings
- Bingo sessions
- Book clubs

- Trips and excursions
- Seasonal lunches and events
- Community fundraising activities

Social sub-committee meetings throughout the year coordinated events including trips, fundraising book sales, Christmas activities and community events.

These activities helped reduce loneliness and improve emotional wellbeing among vulnerable adults and older people.

Counselling and Wellbeing Support

The charity continued to offer counselling and complementary therapies to members experiencing bereavement, serious illness and emotional distress. Committee records demonstrate ongoing direct support to vulnerable individuals throughout the year.

The organisation also worked alongside other community organisations and health professionals, including support connected to Marie Curie services.

Volunteer Development

The charity relied heavily on volunteers to deliver services. Trustees repeatedly identified the need for additional drivers and volunteers due to increasing demand.

Volunteer safeguarding and GDPR training was implemented during the year.

Financial Review

The charity's total income for the year ended 31 March 2026 was £45,021, compared with £47,859 in the previous year.

Income sources included:

- Donations and legacies
- Grants
- Membership income
- Transport income
- Fundraising and sales activities

Total expenditure during the year was £40,250.

The charity recorded a net movement in funds of £4771, resulting in total funds carried forward of £46,454 at year end.

Major expenditure areas included:

- Wages
- Charitable activities
- Office and administration costs
- Transport and social activity costs
- Insurance and utilities

The trustees continued to monitor costs carefully during the year, particularly in relation to premises and operational overheads. The closure of the hub premises was agreed following a review of cost efficiency and sustainability.

The charity also introduced improved accounting systems and financial oversight procedures during the year.

Reserves Policy

The trustees aim to maintain unrestricted reserves sufficient to support ongoing operational commitments and respond to increasing community demand. Reserves are reviewed regularly alongside projected transport, staffing and activity costs.

At 31 March 2026, unrestricted funds stood at £35,514.

Risk Management

The trustees recognise the following principal risks:

- Increasing demand for transport services
- Reliance on grant funding and fundraising income
- Volunteer recruitment and retention
- Safeguarding responsibilities
- Rising operational costs

To mitigate these risks, the charity has:

- Continued active fundraising and grant applications
- Introduced improved financial systems
- Expanded volunteer recruitment efforts
- Maintained safeguarding procedures and training
- Reduced premises overheads through closure of the hub facility

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Public Benefit

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

The charity provides direct support to vulnerable adults, older people, carers and individuals experiencing illness, disability, poverty and social isolation across Mid Norfolk. Services are accessible to those most in need and are designed to improve wellbeing, independence and community connection.

Future Plans

During the coming year the charity intends to:

- Expand community transport capacity
- Recruit and train additional volunteers
- Continue developing digital inclusion projects
- Strengthen partnerships with local organisations
- Increase fundraising activity and sponsorship opportunities
- Develop sustainable community-based support services

Trustees also plan to continue modernising operational systems and improving access to support across rural communities.

Trustees' Responsibilities Statement

The trustees are responsible for preparing the Trustees' Annual Report and financial statements in accordance with applicable law and United Kingdom accounting standards.

The trustees are responsible for keeping proper accounting records, safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees and signed on their behalf.

Signed: _____
Dave Dickerson – Chair of Trustees

Date: _____

ABACUS
a name you can count on
Accountants
Book-Keepers
Consultants

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Independent examiner's report to the trustees of "Caring Friends Mid Norfolk"

I report on the accounts of the above charity number 1164648 for the year ended 31 March 2026

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the Charities Act 2011 (the Act). The charity's trustees consider that an audit is not required for this year under section 144 of the Act 1993 and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Act; and
- to 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, I confirm that no matters have come to my attention which gives me reasonable cause to believe that in any material respect:

- the accounting records were not kept in accordance with section 130 of the Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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

Peter Bussey FFA FIPA
1st October 2026

CHARITY COMMISSION FOR ENGLAND AND WALES

Caring Friends Mid Norfolk | 1164648

Receipts and payments accounts

CC16a

For the period from	01/04/2025	To	31/03/2026

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations and Legacies	11,863	14,005	-	25,868	-
Kindling & Sales	2,587	-	-	2,587	-
Membership	1,738	-	-	1,738	-
Recycling	94	-	-	94	-
Transport Income	2,872	-	-	2,872	-
Charitable Activities	11,397	-	-	11,397	-
Investments	466	-	-	466	-
	-	-	-	-	-
***Sub total** (Gross income for AR)*	31,016	14,005	-	45,021	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	31,016	14,005	-	45,021	-
A3 Payments					
Accounting Fees	704	54	-	758	-
Insurance	635	-	-	635	-
Office/Administration	2,653	1,339	-	3,991	-
PAYE/NI Expense	2,112	-	-	2,112	-
Pension Expense	319	-	-	319	-
Equipment	1,007			1,007	
Rent	770	100		870	-
Repairs	555	120		675	-
Telephone	215	11		226	-
Utilities	315	-		315	-
Wages	15,585	-		15,585	-
Charitable Activities	3,817	9,941	-	13,758	-
Sub total	28,685	11,565	-	40,250	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	
	-	-	-	-	
Sub total	-	-	-	-	-
Total payments	28,685	11,565	-	40,250	-
Net of receipts/(payments)	2,331	2,440	-	4,771	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	33,183	8,500	-	41,683	41,683
Cash funds this year end	35,514	10,940	-	46,454	41,683

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Community	9,247		-
	Business Premium	26,268	10,940	-
		-	-	-
	Total cash funds	35,514	10,940	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval
		David Dickerson	5/10/2026