

Charity Registration No. 801967

Company Registration No. 02359751 (England and Wales)

**PRAMACARE  
LIMITED BY GUARANTEE)**

**TRUSTEES' REPORT AND AUDITED ACCOUNTS**

**FOR THE YEAR ENDED 31 MARCH 2022**

## PRAMACARE (CHARITABLE COMPANY LIMITED BY GUARANTEE)

### LEGAL AND ADMINISTRATIVE INFORMATION

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Trustees	Mrs N Lee Mr N C Johnson Mr R K Allam Mr R J Pringle
Secretary	Miss F C Tasdelen
Chief Executive	Mr S M Robinson
Charity number	801967
Company number	02359751
Registered office	Moran House 1 Holes Bay Park Sterte Avenue West Poole Dorset BH15 2AA
Auditors	Saffery Champness LLP Midland House 2 Poole Road Bournemouth BH2 5QY
Solicitors	Lester Aldridge Russell House Oxford Road Bournemouth BH8 8EX
Investment advisors	Evelyn Partners 25 Moorgate London EC2R 6AY
Bankers	Barclays Barclays House 1 Wimborne Road Poole BH15 2FQ  Santander Charities Aid Foundation CCLA Investment Management

# PRAMACARE (CHARITABLE COMPANY LIMITED BY GUARANTEE)

## CONTENTS

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	Page
Trustees report	1 - 9
Statement of trustees' responsibilities	10
Independent auditor's report	11-14
Statement of financial activities	15
Statement of financial position	16
Statement of cash flows	17
Notes to the accounts	18 - 35

## **PRAMACARE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

### **TRUSTEES REPORT**

#### ***FOR THE YEAR ENDED 31 MARCH 2022***

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The directors and trustees present their annual report and the financial statements for the year ended 31 March 2022.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charity's Articles of Association, the Companies Act 2006 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 (FRS102) (effective January 2015).

#### **Legal Status**

PramaCare is a charity and a company limited by guarantee. It is a wholly owned subsidiary of the Prama Foundation which appoints or removes the Trustees. The Chair of PramaCare must be a Prama Foundation Trustee. The work of PramaCare is core to the Christian mission of the Prama Foundation which has the objective of supporting people, primarily across Bournemouth, Christchurch and Poole, to live with dignity as they age.

#### **Objectives and activities**

The objects clause in the Company's Memorandum of Association states:

The relief of:

- a) persons suffering from a physical or physiological infirmity or disability
- b) older persons suffering financial hardship, sickness, poor health or social exclusion by reason of their age or ill health.

in ways that express Christian love and compassion in a practical way.

The company as a provider of personal care is subject to the Health and Social Care Act 2008 and is regulated by the Care Quality Commission (CQC).

#### **Achievements and performance**

2021/22 was the second year living and working under the pandemic. This was difficult for a staff team who had already given so much for so long, keeping our clients safe and cared for. That they continued to do this, whilst maintaining such high levels of professionalism, is testament to their commitment and genuine care for our clients. Virtually the entire care team engaged with the national mass vaccination programme knowing this was the best way to keep themselves and our clients safe. We cannot thank our staff team enough for their ongoing diligence and commitment.

PramaCare's ethos follows the example of Jesus Christ, who showed care and love in a practical way. As a non-denominational Christian charity, Prama is committed to helping people, regardless of creed, culture, or beliefs. We understand that each person we support is an individual and we seek to provide compassionate support, giving dignity and respect.

During 2021/22 we delivered care and support to over 1,247 clients, ranging from domiciliary care, to nail care, to support for those with brain injury, and we used our resources to help people most in need.

We provided charitable subsidised care to 9 clients. A total of 3,016 hours with a value of £10,041.

Furthermore, through our Smile programmes we helped another 21 clients with additional support, at no cost to themselves. In total we provided another 466 hours through the Smile programmes at a value of £4,984.

## PRAMACARE (CHARITABLE COMPANY LIMITED BY GUARANTEE)

### TRUSTEES REPORT

#### FOR THE YEAR ENDED 31 MARCH 2022

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##### **Achievements and performance (Continued)**

PramaCare continued to support the NHS and BCP Council through the impact of the pandemic by participating in BCP Council's Rapid Response Scheme; specifically, by supporting patients being discharged from hospital. With the complications of the pandemic this was deeply challenging work, both practically and emotionally, and it is to the great credit of our staff that we supported 166 patients being discharged from local hospitals during 2021/22.

The annual client survey was not conducted during this financial year due to staff capacity to complete this task. However, we have continued to receive a number of compliments. These included:

*"Thank you to all the Carers for helping Dad stay at home. They do a tough job, stay cheerful and enable Dad to be comfortable. Please pass on my thanks."*

*"Thank you for all your care for Dad over the last few months, as you may be aware he died very peacefully and without fuss at home. He was so well cared for."*

One BCP rapid discharge client contacted us to say that she was "very impressed" with our service and wanted to stay with us after her BCP funding ended.

On the passing of their 2nd parent, the family emailed to say, "Please pass on my and my brother's thanks for all the care given our mother, and father before her."

Prama was founded from the vision and passion of one man. Motivated by his faith and compassion, Dr Chris Moran saw a need and mobilised those around him. For 40 years, tens of thousands of clients have benefitted from that vision and his passion is now our passion. Prama is determined to adapt to the needs of new generations, develop and grow new services and ultimately move closer to our vision where no-one is unfairly disadvantaged or excluded because of age or infirmity and where every person can enjoy life as they age.

As a Board we would like to take this opportunity of expressing our sincere gratitude to all the staff, volunteers, donors and supporters who have made this work possible during this year. The challenges facing older people in need of care and support in this country and in this region are huge but, with your continued support, we are making a difference.

##### **Plans for the future**

Our Mission is to enable those who live with vulnerability or isolation enjoy their independence, lead fulfilling lives, and fully contribute to society.

Our strategic objectives 2020-2025:

- 1) We will develop our services appropriately, to meet both opportunity and the changing needs of society
- 2) We will enhance the high standard of interventions with individuals
- 3) We will advance strategic and productive partnerships and relationships
- 4) We will build financial and staff capacity to maximise positive outcomes and impact
- 5) We will increase our influence role and reputation
- 6) We will maintain and develop our Christian identity

## PRAMACARE (CHARITABLE COMPANY LIMITED BY GUARANTEE)

### TRUSTEES REPORT

**FOR THE YEAR ENDED 31 MARCH 2022**

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#### Plans for the future (Continued)

In looking to the future our intention is to continue to

**improve,  
grow,  
develop and  
innovate.**

As a charity we would love to be in the position where our care services were not needed and so, having spent some years building our sister charity, PramaLife, to develop “pre-care” support services, such as telephone and online chat lines to those living alone we want to see this integrated into the work of PramaCare so that we are the best model of inclusion and supporting our clients socially to complement the physical support already offered.

#### Our aims for 2022/23:

##### **We will maximise the benefits arising from the changes to our Information Technology.**

A significant change this year has been the introduction of an integrated digital care system, the equipping of our Care Workers with mobile phones linked to this system, and the resulting live monitoring of our care delivery. We also knew from client feedback that we could do better in notifying them about changes to our visiting times and like all organisations delivering complex services we do receive complaints. We respond openly and quickly to any issues; this is the most effective way of solving issues and valuing the concerns of our clients.

These changes have enabled us to:

- **Update** clients and their families of the arrival times of their carers and the tasks the care worker has completed for a client on their departure.
- **Update** the staff team of changes to their rota.
- **Update** clients and their families of the arrival times of their carers and the tasks (including the administration of medication) the care worker has completed for a client on their departure.
- **Update** the staff team of changes to their rota and alerts about the training and support they can access.

This fully integrated system now unifies our Finance, Training and HR with our Care delivery, paving the way to continued improvements to an already excellent care support service.

##### **We will maximise the benefits of working with our sister charity, PramaLife.**

We are continuing to work with our colleagues in PramaLife in identifying opportunities in which we can support each other’s clients and share our skills and learning.

##### **We will focus on the recruitment, retention, and efficiency of the staff team.**

As the jobs market began to open up after the covid restriction of the year before, we saw a larger number of people leave us for jobs outside of the care sector. In addition, the wider economic environment has presented significant recruitment challenges and it has proved difficult to recruit to the levels seen in 2020/21.

## **PRAMACARE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

### **TRUSTEES REPORT**

***FOR THE YEAR ENDED 31 MARCH 2022***

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#### **Plans for the future (Continued)**

In response, we grew our recruitment team, and added a 'Pastoral Lead' role to bring a greater stability and training capacity to our new starters. As a result our new starter retention rates during 2021/22 increased from 36% (Q1-Q3) to 68.8% (Q4).

Going forward we are continuing to review the offering to staff including developing the Pastoral Lead role to cover all staff. We are also aiming to reduce the amount of people on zero hours contract to maintain a more consistent workforce and as such we will only offer zero hour contracts to new starters as a last resort. In order to maximise the efficiency of the staff team we will meet with our care support staff to ensure that their working arrangements are optimised in terms of hours available to work.

#### **Prama's Charity Shops**

During 2021/22 we saw a strong performance from our Charity shops, which are crucial in providing much needed funds to support our activities and help older adults and carers. This performance is even more impressive considering that we were coming out of the pandemic and lockdowns which had prevented us from having our shops open at the start of financial year.

Total income for the shops was £590,742 for 2021/22, producing a net surplus of £112,855: 19% of our income. The Charity retail association advised in 2019 that the aim for a charity shop should be a 15% surplus after all costs.

We have identified the following success factors which contribute to this strong performance:

- A committed and skilled staff and volunteers team: We have 18 employees and 68 volunteers running our shops. We focus on supporting our shop managers and their teams to understand the communities they are working in and their customer base. Particular attention is paid to supporting our volunteers, their skills are crucial to the success of the shops.
- E Commerce: The development of our eBay shop has also made a significant impact on our turnover figure. We aim to grow online sales over the next 2 years to provide £86k of income. We will do this by investing more in our eBay team so that we can engage with more eCommerce sites.

We used the time during the various lockdowns to re-imagine our retail offer, utilising the skills of our staff team, including their understanding of pre-loved, vintage and antique items. As a result of this planning our retail offer is more diverse and more focused on the needs of the communities where the shops are based. By March 2022 we were operating shops in the following communities: Ashley Cross (which is our premium pre-loved shop), Boscombe, Kinson, Parkstone, Nuffield Estate (Poole) Warehouse, Tuckton, and West Moors. We had also decided to open a new shop in Blandford.

# PRAMACARE (CHARITABLE COMPANY LIMITED BY GUARANTEE)

## TRUSTEES REPORT

### *FOR THE YEAR ENDED 31 MARCH 2022*

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#### **Financial review**

The total income for the charity was £3,797,320 (2020/21: £3,966,084). The provision of care and support is the primary activity producing this income. Demand remains strong for Prama's services. While some clients decided to suspend their packages during the first wave of the pandemic, this enabled Prama to use available hours to support the NHS through the hospital discharge scheme which freed up scarce resources so that those suffering the greatest impact from Covid-19 could be treated in hospital.

The charity shops generate vital income to fund our non-care activities and support the expansion of the Prama Group. The development of new charity shops and the move into online sales and the continued generosity of supporters and former care clients through donations and legacies provided a welcome boost to our income.

The above factors resulted in an overall surplus for the year of £55,826 (2020/21: £246,188). The trustees are committed to sustaining a position where income from domiciliary care covers all related costs, and other income from fundraising and trading enables the expansion of other charitable activities throughout the Prama Group.

#### Results

The results for the year, the state of the charity's affairs and transfers between the restricted and unrestricted funds are shown in the attached financial statements.

#### Fundraising

In the year the Company received or was notified of legacies amounting to £13,491 (2020/21: £64,828) and grants and donations of £10,620 (2020/21: £40,821).

#### Investments

The company has an investment portfolio held by Evelyn Partners. As at 31 March 2022 the investment portfolio was valued at £157,165 (2020/21: £151,010).

The trustees' policy is to invest as much cash as is not needed for current working requirements with Evelyn Partners and allow the fund managers to choose investments for a balanced return with medium risk. There is no specific limitation for social, environmental or ethical investment purposes however the trustees have confirmed during 2021/22 that the nature of the investments held is consistent with the nature and purpose of PramaCare.

#### Reserves policy

The charity's unrestricted and undesignated funds amount to £548,745 (2020/21: £469,515). The trustees monitor the level of reserves on a regular basis throughout the year and set a target level, appropriate to the charity's current position and future plans. The ongoing requirement for reserves is to provide for the long term need for working capital, caused mainly by the monthly cycle of collecting invoiced charges for care after the staff have been paid for its delivery, and also to provide for short term fluctuations in income from trading, investments and other donations and grants. Following a full review of the reserves policy during 2020/21 the trustees considered it prudent to maintain a minimum reserve of £475,000 in this respect.

The difference between reserves held and the level of reserves as set out in the policy has been considered during the 2022/23 budget setting process and after consideration of the challenging conditions facing PramaCare during 2022/23 it was determined that retaining a higher level of reserves in the short-term was appropriate mitigation for this risk.

## **PRAMACARE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

### **TRUSTEES REPORT (CONTINUED)**

#### ***FOR THE YEAR ENDED 31 MARCH 2022***

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##### Reserves policy (Continued)

Note 25 to the accounts identifies those funds that can only be realised through the sale of tangible fixed assets and investments. The value of free reserves (the total of unrestricted and undesignated funds less functional assets) at 31 March 2022 amounted to £527,026 (2020/21: £436,529).

##### Fixed assets

Full details of movements in tangible fixed assets are set out in note 17 to the financial statements.

##### Sources of funding

As mentioned above, the bulk of income for the charity is produced from its charitable activity of providing care and support as part of meeting its objectives. This income is derived primarily from private clients using their own funds or allocated Direct Payments from Local Authority support. We have a small proportion of work contracted directly by Local Authorities and Clinical Commissioning groups. We also continued to receive significant income through our involvement with the hospital discharge scheme under contract with Bournemouth, Christchurch and Poole Council.

Voluntary income includes those funds generated from general charitable donations and legacies as mentioned above. The shops also produce an income for the charity as part of their fundraising activities.

##### Fundraising

PramaCare undertakes its own fundraising activities and does not use the services of a professional fundraiser or commercial participator. In doing so it provides information to individuals who express an interest in donating to the charity or leaving a legacy but it does not directly canvass individuals for fundraising purposes. The charity has not at this time signed up to a voluntary fundraising regulation scheme or standard.

During 2021/22, no complaints were received in respect of the charity's fundraising activities.

##### Expenditure

The majority of expenditure incurred is wages and travel costs for the care team and the care support workers in connection with the charity's objectives and its charitable activity of providing care and support.

Governance and administrative costs are incurred in support of the charity's primary role including the management team, finance and HR departments for example and for the charity to adhere to relevant laws and regulations.

##### Remuneration policy

None of the trustees receives any remuneration. The remuneration of the chief executive is set by the trustees, and other members of the senior management team by the chief executive, having regard to market rates, experience needed and the degree of responsibility held.

The chief executive officer's total remuneration and benefits were between £80,000 - £90,000.

No other staff received total remuneration and benefits in excess of £60,000.

The total remuneration and benefits of the senior management team amounted to £194,841 (2020/21: £198,637).

## **PRAMACARE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

### **TRUSTEES REPORT (CONTINUED)**

***FOR THE YEAR ENDED 31 MARCH 2022***

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#### **Employee involvement**

The charity operates a Joint Consultative Committee which is attended by elected members of staff from different areas of the organisation, the Chief Executive officer and a trustee. This forum is used formally as a means of consultation and dissemination of information and meets three times per year.

The charity seeks to give full and fair consideration to all applications for employment made to the charity by people living with disability and make efforts in respect of the continuing employment and training of employees who may become disabled while employed by the company. The charity seeks to introduce, maintain and develop arrangements involving employees, providing systematic relevant information, undertaking regular employee consultation and providing necessary training and career development to all staff members.

#### **Structure, governance and management**

The organisation is a charitable company limited by guarantee, incorporated on 10th March 1989. It was registered as a charity with the Charity Commission on 20 December 1989. The company was formed under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. Under the terms of the Memorandum of Association each member of the company guarantees to contribute £1 towards the assets of the company in the event of it being wound up while he/she is a member, and towards the costs, charges and expenses of winding up.

None of the trustees have any beneficial interest in the company.

The trustees, who are also directors for the purpose of company law, and who served during the year were:

Mrs N Lee  
Mr N C Johnson  
Mr R Allam  
Mr J Pringle

Prama Foundation is the ultimate parent undertaking of PramaCare and has a board of directors which receives recommendations and information from four sub-committees focussing on:

- Finance and General Purposes
- Human Resources
- Care (The Board of PramaCare)
- PramaLife (The Board of PramaLife)

The chair of each committee is held by a director of Prama Foundation and these make recommendations to the full Board of The Prama Foundation.

The directors, who are also charity trustees, establish policies that are then implemented by the chief executive officer (CEO) who is responsible for the employment of staff that carry out the objectives of the company.

New director/trustees are appointed following a review of skills by a nominations sub-committee. Each trustee elected meets with the CEO and then observes a board or sub-committee meeting before final decisions are taken on appointment. The nominations sub-committee report to the board. Persons considered to be able to offer particular expertise to the charity are given a Trustee Handbook and Strategic Plan and meet with the CEO to receive a full explanation of the purposes, ethos and practices of PramaCare before being invited to serve on the board.

## **PRAMACARE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

### **TRUSTEES REPORT (CONTINUED)**

#### ***FOR THE YEAR ENDED 31 MARCH 2022***

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##### **Structure, governance and management (Continued)**

In PramaCare the Head of Care & Business Development holds the legal position of 'Nominated Individual', with a 'Registered Manager' taking responsibility for the delivery of care activities, as required by Care Quality Commission regulations. The Head of Care supervises the Registered Manager who, with her Locality Care Managers, are responsible for assessing the appropriate care and support required by the clients referred to the charity. They are also responsible for the management of Care Support Workers and ensuring that calls are scheduled and carried out appropriately.

A number of staff are also appointed to deliver non-regulated services. These include support to Carers, specific projects for people with dementia, and community based development work. These provide clear evidence of PramaCare's charitable benefit.

Day to day management of the charity is delegated to the CEO - Mr S Robinson, who leads the Senior Management Team.

##### Risk assessment

Identification and reporting of risk is a standing item at each of the sub-committees. A risk register is maintained to focus on specific areas of the organisation's activities and is reported to The Prama Foundation board on a regular basis. The Estates Manager is designated as Health and Safety officer.

The principal risks of the business relate to;

- a) The global Covid-19 pandemic: PramaCare had added a pandemic to its risk register in 2019. Even though we did not anticipate the full impact of the pandemic this early decision enabled us to implement a range of plans to mitigate its impact, including the use of Personal Protection Equipment, infection control, remote working and the challenges of staff/volunteers needing to isolate.
- b) Recruiting sufficient care staff to meet demand: As we come out of the pandemic we have been challenged to find that issues such as "long COVID" and delayed NHS referrals have created considerable additional demand for our care work. In order to address the challenge of recruiting and retaining good staff to meet this need we have recently created the new position of "Pastoral Support" for our teams in their first months in a new role
- c) Maintaining a favourable rating with the Care Quality Commission. PramaCare is committed to achieving high standards in the delivery of care and currently has a 'Good' rating across the board with 'Outstanding' for care, having been reconfirmed in the latest inspection in 2019.
- d) Maintaining good governance: In common with many other charities it is challenging to find skilled and committed individuals to act as charity Trustees in an increasingly complex corporate environment and where the time required to exercise good governance is considerable. In 2016 we adopted the principles of best practice as recommended within the sector based on the Nolan Principles for public life and introduced robust standing orders to govern day to day business.

## **PRAMACARE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

### **TRUSTEES REPORT (CONTINUED)**

#### ***FOR THE YEAR ENDED 31 MARCH 2022***

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##### Public Benefit

The trustees have given due regard to public Benefit when planning the charity's activities, in accordance with sections G2 and G3 of the Charity Commission's General Guidance on Public benefit (January 2010).

The paragraphs in this report set out our activities, achievements, and performance during the year, which are directly related to the objects and purposes for which the charity exists. The charity achieves its principal objects and purposes through care to any members of the public in the local community who have needs arising from a physical or psychological infirmity. These benefits are directly related to the aims of the charity and are fully compliant with Principles 1 and 2 of the Charity Commission Principles on Public Benefit.

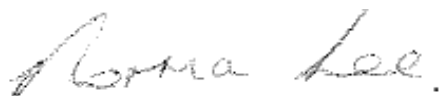
##### **Auditors**

Saffery Champness LLP are auditors to the charity and in accordance with Section 485 of the Companies Act 2006 the trustees will propose a motion re-appointing the auditors at their annual general meeting.

##### **Disclosure of information to auditors**

Each of the directors has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditors are aware of such information.

On behalf of the board of trustees



Mrs N Lee, Chair

5th October 2022

## **PRAMACARE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

### **STATEMENT OF TRUSTEES RESPONSIBILITIES**

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The trustees, who are also directors of PramaCare (Charitable Company Limited by Guarantee) 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).

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 state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements, 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 trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of accounts may differ from legislation in other jurisdictions.

## **PRAMACARE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

### **INDEPENDENT AUDITORS' REPORT**

#### **TO THE TRUSTEES OF PRAMACARE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

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##### **Opinion**

We have audited the financial statements of PramaCare for the year ended 31 March 2022 which comprise Statement of Financial Activities, Statement of Financial Position, Statement of Cash Flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102, the Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the charitable company's state of affairs as at 31 March 2022 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

##### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

##### **Conclusions relating to going concern**

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

##### **Other information**

The trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material

## **PRAMACARE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

### **INDEPENDENT AUDITORS' REPORT (CONTINUED)**

#### **TO THE TRUSTEES OF PRAMACARE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

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misstatement of this other information we are required to report that fact.

We have nothing to report in this regard.

#### **Other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' Annual Report which includes the Directors' Report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Trustees' Annual Report which includes the Directors' Report has been prepared in accordance with applicable legal requirements.

#### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Annual Report .

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received
- from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

#### **Responsibilities of trustees**

As explained more fully in the Trustees' Responsibilities Statement set out on page 10, the trustees (who are also directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative to do so.

#### **Auditor's responsibilities for the audit of the financial statements**

We have been appointed as auditors under the Companies Act 2006 and report in accordance with regulations made under that Act.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

## **PRAMACARE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

### **INDEPENDENT AUDITORS' REPORT (CONTINUED)**

#### **TO THE TRUSTEES OF PRAMACARE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

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Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The specific procedures for this engagement and the extent to which these are capable of detecting irregularities, including fraud are detailed below.

#### Identifying and assessing risks related to irregularities:

We assessed the susceptibility of the charitable company's financial statements to material misstatement and how fraud might occur, including through discussions with the trustees, discussions within our audit team planning meeting, updating our record of internal controls and ensuring these controls operated as intended. We evaluated possible incentives and opportunities for fraudulent manipulation of the financial statements. We identified laws and regulations that are of significance in the context of the charitable company by discussions with trustees and updating our understanding of the sector in which the charitable company operates.

Laws and regulations of direct significance in the context of the charitable company include The Companies Act 2006, and guidance issued by the Charity Commission for England and Wales.

Further the charity is subject to other laws and regulations where the consequences of non-compliance could have a material effect on amounts or disclosures in the financial statements, through significant fine, litigation or restrictions on the charity's operations. We identified the most significant laws and regulations to be those issued by the Care Quality Commission.

#### Audit response to risks identified:

We considered the extent of compliance with these laws and regulations as part of our audit procedures on the related financial statement items including a review of financial statement disclosures. We reviewed the charitable company's records of breaches of laws and regulations, minutes of meetings and correspondence with relevant authorities to identify potential material misstatements arising. We discussed the charitable company's policies and procedures for compliance with laws and regulations with members of management responsible for compliance.

During the planning meeting with the audit team, the engagement partner drew attention to the key areas which might involve non-compliance with laws and regulations or fraud. We enquired of management whether they were aware of any instances of non-compliance with laws and regulations or knowledge of any actual, suspected or alleged fraud. We addressed the risk of fraud through management override of controls by testing the appropriateness of journal entries and identifying any significant transactions that were unusual or outside the normal course of business. We assessed whether judgements made in making accounting estimates gave rise to a possible indication of management bias. At the completion stage of the audit, the engagement partner's review included ensuring that the team had approached their work with appropriate professional scepticism and thus the capacity to identify non-compliance with laws and regulations and fraud.

There are inherent limitations in the audit procedures described above and the further removed non-compliance with laws and regulations is from the events and transactions reflected in the financial statements, the less likely we would become aware of it. Also, the risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example, forgery or intentional misrepresentations, or through collusion.

A further description of our responsibilities is available on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

**PRAMACARE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

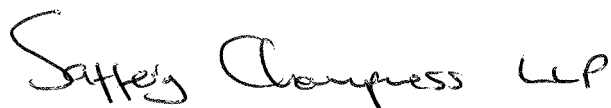
**INDEPENDENT AUDITORS' REPORT (CONTINUED)**

**TO THE TRUSTEES OF PRAMACARE (CHARITABLE COMPANY LIMITED BY  
GUARANTEE)**

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**Use of our report**

This report is made solely to the charitable company's members and the trustees, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company, the charitable company's members and trustees as a body, for our audit work, for this report, or for the opinions we have formed.



Nicholas Fernyhough (Senior Statutory Auditor)  
for and on behalf of Saffery Champness LLP  
Chartered Accountants  
Midland House  
2 Poole Road  
Bournemouth  
BH2 5QY

Statutory Auditors

Date: 16 November 2022

Saffery Champness LLP is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.

**PRAMACARE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

**STATEMENT OF FINANCIAL ACTIVITIES  
INCLUDING INCOME AND EXPENDITURE ACCOUNT**

**FOR THE YEAR ENDED 31 MARCH 2022**

	Notes	Unrestricted Funds general £	Unrestricted Funds designated £	Restricted Funds £	<b>Total 2022 £</b>	Total 2021 £
<b><u>Income and Endowments from:</u></b>						
<b>Donations and legacies</b>	3	139,113	-	-	<b>139,113</b>	315,424
<b>Charitable activities</b>	4	3,053,813	-	-	<b>3,053,813</b>	3,229,871
<b>Other trading activities</b>	5	590,742	-	-	<b>590,742</b>	414,239
<b>Investments</b>	6	1,787	-	-	<b>1,787</b>	1,635
<b>Other income</b>	7	11,865	-	-	<b>11,865</b>	4,915
<b>Total income and endowments</b>		<b>3,797,320</b>	<b>-</b>	<b>-</b>	<b>3,797,320</b>	3,966,084
<b><u>Expenditure on:</u></b>						
<b>Raising funds</b>	8	493,214	-	-	<b>493,214</b>	367,098
<b>Charitable activities</b>	9	3,224,395	29,561	-	<b>3,253,956</b>	3,376,048
<b>Total expenditure</b>		<b>3,717,609</b>	<b>29,561</b>	<b>-</b>	<b>3,747,170</b>	3,743,146
<b>Net income / (expenditure) from activities</b>		<b>79,711</b>	<b>(29,561)</b>	<b>-</b>	<b>50,150</b>	222,938
<b>Net gains on investments</b>	14	5,676	-	-	<b>5,676</b>	23,251
<b>Net income / (expenditure) before transfers</b>		<b>85,387</b>	<b>(29,561)</b>	<b>-</b>	<b>55,826</b>	246,189
<b>Transfers between funds</b>		<b>(6,157)</b>	<b>6,157</b>	<b>-</b>	<b>-</b>	-
<b>Net movement in funds</b>		<b>79,230</b>	<b>(23,404)</b>	<b>-</b>	<b>55,826</b>	246,189
<b>Fund balances at 1 April 2021</b>		<b>469,515</b>	<b>590,013</b>	<b>9,195</b>	<b>1,068,723</b>	822,534
<b>Fund balances at 31 March 2022</b>		<b>548,745</b>	<b>566,609</b>	<b>9,195</b>	<b>1,124,549</b>	1,068,723


**PRAMACARE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

**STATEMENT OF FINANCIAL POSITION**

**AS AT 31 MARCH 2022**

	Notes	£	2022 £	£	2021 £
<b>Fixed Assets</b>					
Property, Plant and Equipment	17		<b>567,891</b>		598,614
Investments	18		<b>157,165</b>		151,010
			<b>725,056</b>		749,624
<b>Current assets</b>					
Inventories	20	<b>6,243</b>		4,500	
Trade and other receivables	21	<b>529,882</b>		399,045	
Cash at bank and in hand		<b>380,058</b>		598,556	
		<b>916,183</b>		1,002,101	
<b>Current liabilities</b>	23	<b>(516,690)</b>		(683,002)	
<b>Net current assets</b>			<b>399,494</b>		319,099
<b>Total assets less current liabilities</b>			<b>1,124,549</b>		1,068,723
<b>Income funds</b>					
Restricted funds	25		<b>9,195</b>		9,195
Unrestricted funds:					
Designated funds		<b>566,609</b>		590,013	
Other charitable funds		<b>548,745</b>		469,515	
			<b>1,115,354</b>		1,059,528
			<b>1,124,549</b>		1,068,723

The accounts were approved by the Trustees on 5th October 2022



**Mrs N Lee, Chair**

**Company Registration No. 02359751**

**PRAMACARE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

**STATEMENT OF CASH FLOWS**

**FOR THE YEAR ENDED 31 MARCH 2022**

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	2022	2021
	£	£
<b>Cash flows from operating activities:</b>		
Cash (absorbed)/generated by operations (Note 31)	<b>(216,209)</b>	505,025
<b>Cash flows from investing activities</b>		
Dividends and interest received	<b>1,787</b>	1,635
Proceeds from the sale of property, plant and equipment	-	7,900
Purchase of equipment	<b>(4,076)</b>	(11,406)
Purchase of investments	-	(5,721)
	-----	-----
Net cash (used in) investing activities	<b>(2,289)</b>	(7,592)
	-----	-----
Change in cash and cash equivalents in the reporting period	<b>(218,498)</b>	497,433
Cash and cash equivalents at 1st April 2021	<b>598,556</b>	101,123
	-----	-----
Cash and cash equivalents 31st March 2022	<b>380,058</b>	598,556
	-----	-----

# PRAMACARE (CHARITABLE COMPANY LIMITED BY GUARANTEE)

## NOTES TO THE ACCOUNTS

*FOR THE YEAR ENDED 31 MARCH 2022*

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### 1 Accounting policies

#### Company information

PramaCare (Charitable Company Limited by Guarantee) is a private company limited by guarantee incorporated in England and Wales. The registered office is Moran House, 1 Holes Bay Park, Sterte Avenue West, Poole, Dorset BH15 2AA.

#### 1.1 Accounting convention

These accounts have been prepared in accordance with FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' ('FRS 102'), 'Accounting and Reporting by Charities' the Statement of Recommended Practice for charities applying FRS 102, the Companies Act 2006 and UK Generally Accepted Accounting Practice as it applies from 1 January 2019. The charity is a public benefit entity as defined by FRS 102.

The accounts are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The accounts have been prepared on the historical cost convention, modified to include the revaluation of certain financial instruments at fair value. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the accounts, the trustees having considered all known factors including Covid-19 and have reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. There are no material uncertainties about the charity's ability to continue and thus the trustees continue to adopt the going concern basis of accounting in preparing the accounts.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes.

Designated funds comprise funds which have been set aside at the discretion of the trustees for specific purposes. The purposes and uses of the designated funds are set out in the notes to the accounts.

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

Endowment funds comprise funds which are retained for the benefit of the charity as a capital fund.

Where the trustees have a power to convert endowed capital into income, these funds are expendable endowments.

#### 1.4 Incoming resources

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that the income will be received.

## PRAMACARE (CHARITABLE COMPANY LIMITED BY GUARANTEE)

### NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

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#### Accounting policies

(Continued)

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known the legacy is treated as a contingent asset.

Gifts in kind and donated facilities are recognised as income, if a value can be reliably measured, at the value to the charity when received. In accordance with the Charities SORP (FRS 102), no amounts are included in the financial statements for services donated by volunteers, including professional services provided directly by volunteers.

Government grants are recognised at the fair value of the asset received or receivable when there is reasonable assurance that the grant conditions will be met and the grants will be received.

#### 1.5 Resources expended

Expenditure is recognised on an accruals basis. Expenditure has been allocated according to the Statement of Recommended Practice 'Accounting and Reporting by Charities'.

Resources expended attributable to each of raising of funds and charitable activities are allocated to cost categories for each. Where expenses are attributable to more than one of these, the cost category is split on the basis of estimates by the charity's management. Wages are apportioned based on employees' roles and time spent.

#### 1.6 Property, plant and equipment

Property, plant and equipment are initially measured at cost, and subsequently measured at cost, net of depreciation and any impairment losses.

Items are capitalised when their individual value is greater than £500.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land is not depreciated

Freehold buildings

Over 15 years straight line

Leasehold property

Over 50 years straight line, or if the term of lease or option to break is less, over the remaining term or period to the break date

Shop fixtures and fittings

20% straight line basis

Furniture and equipment

15% reducing balance basis

Motor vehicles

25% reducing balance basis

Computer equipment

33% straight line basis

**PRAMACARE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE ACCOUNTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2022**

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**Accounting policies**

**(Continued)**

**1.7 Non-current investments**

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year.

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value. Unrealised gains and losses are calculated as the difference between the fair value at the year end and the carrying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities. Transaction costs are expensed as incurred.

Investments in subsidiaries are valued at cost less provision for impairment.

**1.8 Impairment of non-current assets**

At each reporting end date the charity reviews the carrying amounts of its tangible and intangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

Recoverable amount is the higher of fair value less costs to sell and value in use. In assessing value in use the estimated future cash flows are discounted to their present value using a pre-tax discount rate that reflects current market assessments of time value of money and the risks specific to the asset for which the estimates of future cash flows have not been adjusted.

**1.9 Inventories**

Inventories are stated at the lower of cost, on a first in first out basis, and estimated selling price less costs to complete and sell.

**1.10 Cash and cash equivalents**

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

**1.11 Financial instruments**

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments, and Section 12 Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

**Basic financial assets**

Basic financial assets, which include trade and other receivables and cash and bank balances, are measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

**Other financial assets**

Other financial assets, including investments in equity instruments which are not subsidiaries, associates

**PRAMACARE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE ACCOUNTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2022**

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**Accounting policies**

**(Continued)**

**Impairment of financial assets**

Financial assets, other than those held at fair value through income and expenditure, are assessed for indicators of impairment at each reporting end date. Financial assets are impaired where there is objective evidence that, as a result of one or more events that occurred after the initial recognition of the financial asset, the estimated future cash flows have been affected. The impairment loss is recognised in net income/(expenditure) for the year.

**Basic financial liabilities**

Basic financial liabilities, including trade and other payables and bank loans are recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future receipts discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Concessionary loans are initially recognised at the amount received. Subsequently the loans are adjusted for any applicable repayments or interest.

**1.12 Employee benefits**

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate employment of an employee or to provide termination benefits.

**1.13 Retirement benefits**

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

**1.14 Leases**

Leases are classified as finance leases whenever the terms of the lease transfer substantially all the risks and rewards of ownership to the lessees. All other leases are classified as operating leases.

Assets held under finance leases are recognised as assets at the lower of the asset's fair value at the date of inception and the present value of the minimum lease payments. The related liability is included in the statement of financial position as a finance lease obligation. Lease payments are treated as consisting of capital and interest elements. The interest is charged to net income/(expenditure) for the year so as to produce a constant periodic rate of interest on the remaining balance of the liability.

Rentals payable under operating leases, including any lease incentives received, are charged to income on a straight line basis over the term of the relevant lease.

**2 Critical accounting estimates and judgements**

In the application of the charity's accounting policies the trustees are required to make judgements, estimates and assumptions about the carrying value of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis.

On 23 June 2021, the trustee of the Prama Foundation considered the extant approach to capitalising assets. It was decided that the existing policy of a limit of £250 below which items are not capitalised

**PRAMACARE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE ACCOUNTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2022**

<b>3 Donations and legacies</b>	Unrestricted Funds £	<b>Total 2022 £</b>	Total 2021 £
Donations and gifts	10,620	<b>10,620</b>	40,821
Legacies receivable	13,491	<b>13,491</b>	64,828
Grants from Government	115,002	<b>115,002</b>	209,775
	-----	-----	-----
	139,113	<b>139,113</b>	315,424
	-----	-----	-----

All of the income detailed above in both 2021/22 and the comparative year, 2020/21, was unrestricted

<b>4 Charitable activities</b>	Unrestricted £	<b>Total £</b>	Total £
Provision of private care	2,768,775	<b>2,768,775</b>	2,909,913
Local Authorities	285,038	<b>285,038</b>	319,958
	-----	-----	-----
	3,053,813	<b>3,053,813</b>	3,229,871
	-----	-----	-----

All of the income detailed above in both 2021/22 and the comparative year, 2020/21, was unrestricted

<b>5 Other trading activities</b>	Unrestricted Funds £	<b>Total 2022 £</b>	Total 2021 £
Charity shops and income from activities and events	559,662	<b>559,662</b>	100,906
Grants from Government in respect of trading activities	31,080	<b>31,080</b>	313,333
	-----	-----	-----
	590,742	<b>590,742</b>	414,239
	-----	-----	-----

All of the income detailed above in both 2021/22 and the comparative year, 2020/21, was unrestricted

<b>6 Investments</b>	Unrestricted funds £	<b>Total 2022 £</b>	Total 2021 £
Income from listed investments	1,333	<b>1,333</b>	1,150
Interest receivable	454	<b>454</b>	485
	-----	-----	-----
	1,787	<b>1,787</b>	1,635
	-----	-----	-----

All of the income detailed above in both 2021/22 and the comparative year, 2020/21, was unrestricted

<b>7 Other income</b>	Unrestricted Funds £	<b>Total 2022 £</b>	Total 2021 £
Other income	11,865	<b>11,865</b>	4,915
	-----	-----	-----

All of the income detailed above in both 2021/22 and the comparative year, 2020/21, was unrestricted

**PRAMACARE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE ACCOUNTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2022**

**8 Raising funds**

	<b>2022</b>	2021
	£	£
<b>Fundraising and publicity</b>		
Staff costs	<b>16,460</b>	10,465
Other fundraising costs	<b>2,580</b>	7,786
	<b>19,040</b>	18,251
<b>Fundraising trading: costs of goods sold and other costs</b>		
Operating charity shops	<b>242,097</b>	167,183
Staff costs	<b>232,077</b>	181,664
	<b>474,174</b>	348,847
<b>Total</b>	<b>493,214</b>	367,098

All of the income detailed above in both 2021/22 and the comparative year, 2020/21, was unrestricted

**9 Charitable activities**

	<b>2022</b>	2021
	£	£
Staff costs - care services	<b>2,091,430</b>	2,192,022
Staff travel and expenses - care services	<b>200,924</b>	205,364
Telephone - care services	<b>33,200</b>	28,499
Medical supplies and equipment	<b>3,992</b>	38,255
Bad debts	<b>5,681</b>	3,049
Charitable client benefits	<b>122</b>	630
Care subsidy scheme	<b>10,041</b>	14,514
Staff costs - outreach	<b>4,984</b>	4,142
Staff expenses - outreach	-	31
Bus Service Expenses	-	505
Funds donated to group companies	<b>181,977</b>	148,052
	<b>2,532,351</b>	2,635,063
Support costs (note 10)	<b>705,768</b>	726,123
Governance costs (note 11)	<b>15,837</b>	14,862
	<b>3,253,956</b>	3,376,048
<b>Analysis by fund</b>		
Unrestricted funds - general	<b>3,224,395</b>	3,375,918
Unrestricted funds - designated	<b>29,561</b>	-
Restricted funds	-	130
	<b>3,253,956</b>	3,376,048

**PRAMACARE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE ACCOUNTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2022**

**10 Support costs**

	<b>2022</b>	2021
	£	£
Staff costs - management and administration	<b>287,866</b>	345,843
Travel costs - management and administration	<b>1,190</b>	2,174
Rent	<b>15,914</b>	11,742
Heat, light & water	<b>7,684</b>	7,190
Property repairs and maintenance	<b>14,977</b>	15,542
Equipment repairs and maintenance	<b>15,191</b>	33,332
Insurance	<b>18,392</b>	16,598
Miscellaneous expenses	<b>192</b>	45,049
Computer expenses	<b>79,839</b>	71,004
Printing, postage and stationery	<b>37,830</b>	37,081
Advertising	<b>41,811</b>	5,938
Archive storage	<b>3,267</b>	3,173
Telephone	<b>11,067</b>	9,500
Professional fees	<b>18,540</b>	18,148
Staff - other costs	<b>35,201</b>	20,367
Staff costs - training	<b>(1,034)</b>	32,428
Expenses - training	<b>9,274</b>	13,532
Training Services	<b>73,767</b>	-
Depreciation	<b>34,800</b>	36,841
Loss on disposal of fixed assets	-	641
	<b>705,768</b>	726,123

**11 Governance costs**

	<b>2022</b>	2021
	£	£
Audit fees	<b>10,268</b>	<b>9,504</b>
Bank charges and interest	<b>5,422</b>	<b>4,877</b>
Legal and professional	<b>147</b>	<b>481</b>
	<b>15,837</b>	14,862

**PRAMACARE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE ACCOUNTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2022**

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**12 Trustees**

None of the trustees (or any persons connected with them) received any remuneration or benefits.  
No trustees received any expenses during the year (2020/21: £0).

**13 Employees**

The average weekly number of employees during the year was:

	<b>2022</b>	2021	<b>2022</b>	2021
	<b>Headcount</b>	Headcount	<b>Full time equivalent</b>	Full time equivalent
Direct charitable activities	<b>144</b>	169	<b>59</b>	63
Charity shops	<b>17</b>	19	<b>11</b>	9
Management & administration	<b>38</b>	41	<b>32</b>	31
	<b>199</b>	229	<b>101</b>	103

**Employment costs**

	<b>2022</b>	2021
	<b>£</b>	£
Wages and salaries	<b>2,444,060</b>	2,595,810
Social security costs	<b>139,833</b>	126,359
Pension costs	<b>46,077</b>	43,522
	<b>2,629,970</b>	2,765,691

The number of employees whose annual remuneration was £60,000 or more were:

	<b>2022</b>	2021
	<b>number</b>	number
£80,000 - £90,000	<b>1</b>	-
£70,000 - £80,000	<b>-</b>	1

Contributions totalling £3,901 (2020/21: £3,751) were made to defined contribution pension schemes on behalf of employees whose emoluments exceeded £60,000.

**PRAMACARE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE ACCOUNTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2022**

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**14 Net gains on investments**

Unrestricted funds general £	<b>Total 2022 £</b>	Total 2021 £
5,676	<b>5,676</b>	23,251
-----	-----	-----
5,676	<b>5,676</b>	23,251
-----	-----	-----

**15 Net income from activities**

**£** **£**

Net income from activities is stated after charging:

Depreciation	<b>34,800</b>	36,841
Auditors remuneration - audit (current year)	<b>10,000</b>	9,752
- audit (prior years)	<b>268</b>	(248)
	-----	-----

**16 Taxation**

The company is exempt from taxation due to its charitable status.

**PRAMACARE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE ACCOUNTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2022**

**17 Property, Plant and Equipment**

	Freehold property and £	Computer equipment & software £	Leasehold property long term £	Leasehold property short term £	Shop fixtures & fittings £	Furniture and equipment	Motor vehicles	<b>Total</b>  £
<b>Cost</b>								
At 1 April 2021	765,946	45,857	62,043	27,022	24,983	44,191	8,615	<b>978,657</b>
Additions	2,066	636	-	1,374	-	-	-	<b>4,076</b>
Disposals	-	-	-	(14,005)	-	-	-	<b>(14,005)</b>
At 31 March 2022	<b>768,012</b>	<b>46,493</b>	<b>62,043</b>	<b>14,391</b>	<b>24,983</b>	<b>44,191</b>	<b>8,615</b>	<b>968,728</b>
<b>Depreciation</b>								
At 1 April 2021	239,488	38,496	22,872	19,124	24,857	29,619	5,587	<b>380,043</b>
Charged	20,284	5,654	1,240	4,552	126	2,186	758	<b>34,800</b>
Disposals	-	-	-	(14,006)	-	-	-	<b>(14,006)</b>
At 31 March 2022	<b>259,772</b>	<b>44,150</b>	<b>24,112</b>	<b>9,670</b>	<b>24,983</b>	<b>31,805</b>	<b>6,345</b>	<b>400,837</b>
<b>Net book value</b>								
<b>31 March 2022</b>	<b>508,240</b>	<b>2,343</b>	<b>37,931</b>	<b>4,721</b>	<b>-</b>	<b>12,386</b>	<b>2,270</b>	<b>567,891</b>
31 March 2021	526,458	7,361	39,171	7,898	126	14,572	3,028	<b>598,614</b>

The carrying value of land included in freehold property at 31 March 2022 and 31 March 2021 was £258,941

The trustees have assessed the value in use of the property to the charity as being the carrying value.

**Commitments:**

There were no capital commitments at 31st March 2022 (2020/21: £nil).

**PRAMACARE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE ACCOUNTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2022**

**18 Investments**

	<b>2022</b>	2021
	£	£
Unit Trusts and Bonds	<b>115,332</b>	109,958
Listed Securities	<b>32,532</b>	32,230
Cash	<b>8,923</b>	8,444
Santander shares	<b>377</b>	377
Investments in subsidiaries	<b>1</b>	1
	<b>157,165</b>	151,010

**Fixed asset investments revalued**

All investments are carried at fair value. Investments in equities and fixed interest securities are all traded in quoted public markets, primarily the London Stock Exchange. Holdings in unit trusts are at bid price.

The investments are held to provide a medium risk return for the charity whilst maintaining capital value. The portfolio is managed by specialists and covers a spread of sectors in order to minimise the impact of fluctuations in markets globally.

	Shares in group undertakings	Listed investments
<b>Movements in non-current investments</b>		
Market value at 1 April 2021	1	151,010
Income accumulations	-	43
Change in value in the year	-	5,633
Net movement in cash	-	479
	-----	-----
Market value at 31 March 2022	1	157,165
	-----	-----
<b>Carrying amount</b>		
At 31 March 2022	1	157,165
At 31 March 2021	1	151,010
	-----	-----
<b>Historical cost</b>		
At 31 March 2022	1	104,214
At 31 March 2021	1	103,695
	-----	-----

Net cash released from investments in the year was £nil (2020/21: £nil)

The significance of financial instruments to the ongoing sustainability of the charity is considered in the trustees' report.

**PRAMACARE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE ACCOUNTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2022**

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<b>19 Financial instruments</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Carrying amount of financial assets		
Instruments carried at fair value through profit and loss	<b>157,165</b>	151,010
	-----	-----
<b>20 Inventories</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Finished goods and goods for resale	<b>6,243</b>	4,500
	-----	-----
<b>21 Trade and other receivables</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Amounts falling due within one year:		
Trade receivables	<b>398,996</b>	<b>88,702</b>
Other receivables	<b>20,367</b>	<b>65,574</b>
Prepayments and accrued income	<b>90,504</b>	<b>207,599</b>
Amounts owed by group undertakings	<b>35,399</b>	<b>37,170</b>
Write out of provision for amounts repaid by group undertakings	<b>(15,384)</b>	-
	-----	-----
	<b>529,882</b>	399,045
	-----	-----
<b>22 Borrowings</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Concessionary loan payable within one year	<b>250,000</b>	250,000
	-----	-----
<p>The loan of £250,000 from the Valentine Charitable Trust has no set repayment date. There is no interest payable during the term of the loan and there are no instalments due. Repayment will be the greater of £250,000 or 41.67% of the value of the property at the time of repayment.</p>		
<p>The concessionary loan is secured against the freehold property.</p>		
<b>23 Current liabilities</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Borrowings (Note 22)	<b>250,000</b>	250,000
Trade payables	<b>52,265</b>	164,322
Taxes and Social Security costs	<b>43,181</b>	37,051
Other payables	<b>52,067</b>	44,205
Accruals	<b>114,347</b>	160,449
Amounts owed to group undertakings	<b>4,830</b>	26,975
	-----	-----
	<b>516,690</b>	683,002
	-----	-----

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**PRAMACARE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE ACCOUNTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2022**

**24 Pension**

The company operates a defined contribution scheme.

	<b>2022</b>	2021
	<b>£</b>	<b>£</b>
Contributions paid in year	<b>46,077</b>	43,522
	-----	-----

The contributions are all attributed to the main activity, being the provision of care, and are allocated to unrestricted funds.

**25 Analysis of funds**

**2020/21 - Prior Year Comparative**

	<b>Movement in funds</b>					
	Balance at 1.4.2020	Income in year	Expenditure in year	Gain on investments	Transfers	<b>Balance at 31.3.2021</b>
	£	£	£	£	£	£
<b>Income Funds</b>						
<b>Designated funds</b>						
Fixed asset fund	335,152	-	-	-	(19,524)	315,628
Mortgage repayment fund	198,852	-	-	-	25,533	224,385
Digitisation of Care fund	-	-	-	-	50,000	50,000
	-----	-----	-----	-----	-----	-----
	534,004	-	-	-	56,009	590,013
	-----	-----	-----	-----	-----	-----
<b>General funds</b>						
Unrestricted funds	279,205	3,966,084	(3,743,016)	23,251	(56,009)	469,515
	-----	-----	-----	-----	-----	-----
<b>Restricted funds</b>						
End of life	8,485	-	-	-	-	8,485
Registered Managers Network	840	-	(130)	-	-	710
	-----	-----	-----	-----	-----	-----
	9,325	-	(130)	-	-	9,195
	-----	-----	-----	-----	-----	-----
<b>Total funds</b>	<b>822,534</b>	<b>3,966,084</b>	<b>(3,743,146)</b>	<b>23,251</b>	<b>-</b>	<b>1,068,723</b>
	-----	-----	-----	-----	-----	-----

**PRAMACARE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE ACCOUNTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2022**

25 (Continued)

**2021/22 - Current Year**

	<b>Movement in funds</b>					<b>Balance at 31.3.2022</b>
	Balance at 1.4.2021	Income in year	Expenditure in year	Gain on investments	Transfers	
<b>Income Funds</b>						
<b>Designated funds</b>						
Fixed asset fund	315,628	-	-	-	(19,458)	<b>296,170</b>
Mortgage repayment fund	224,385	-	-	-	25,615	<b>250,000</b>
Digitisation of Care fund	50,000	-	(29,561)	-	-	<b>20,439</b>
	590,013	-	(29,561)	-	6,157	<b>566,609</b>
Unrestricted funds	469,515	3,797,320	(3,717,609)	5,676	(6,157)	<b>548,745</b>
<b>Restricted funds</b>						
End of life	8,485	-	-	-	-	<b>8,485</b>
Registered Managers Network	710	-	-	-	-	<b>710</b>
	9,195	-	-	-	-	<b>9,195</b>
<b>Total funds</b>	<b>1,068,723</b>	<b>3,797,320</b>	<b>(3,747,170)</b>	<b>5,676</b>	<b>-</b>	<b>1,124,549</b>

**Designated funds**

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees to ensure that the charity has adequate funding for future requirements:

a) Fixed Asset Fund

An amount equal to the net book value of freehold and long term leasehold assets less the long term funding of PramaCare's freehold property. The transfer from general funds during the year accounts for the net additions to fixed assets less the depreciation charged.

b) Mortgage repayment fund

An amount set aside to provide the funds necessary to repay the long term funding of the charity's freehold property. An amount is being transferred from general funds each year to build up a fund of £250,000 by 31st March 2022.

c) Digitisation of Care Fund

An amount set aside to provide the funds necessary to cover the set up costs of the Digitisation of Care project.

**Restricted funds**

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

The purposes for which the restricted funds are held are as follows:

a) End of life provides specialist training for staff supporting clients who are approaching their final days.

b) Registered Managers network - this fund is used to provide coordination of a peer network amongst Registered Care Managers in Dorset.

**PRAMACARE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE ACCOUNTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2022**

**26 Analysis of net assets between funds**

**2020/21 - Prior Year Comparative**

	Unrestricted funds £	Designated funds £	Restricted funds £	<b>Total 2021 £</b>	Total 2020 £
Fund balances at 31 March 2021 are represented by:					
Tangible fixed assets	32,986	565,628	-	598,614	633,566
Investments	-	151,010	-	151,010	127,107
Current assets	869,531	123,375	9,195	1,002,101	673,082
Creditors (amounts falling due within one year)	(433,002)	(250,000)	-	(683,002)	(611,221)
	----- 469,515 -----	----- 590,013 -----	----- 9,195 -----	----- 1,068,723 -----	----- 822,534 -----

**2021/22 - Current Year**

	Unrestricted funds £	Designated funds £	Restricted funds £	<b>Total 2022 £</b>	Total 2021 £
Fund balances at 31 March 2022 are represented by:					
Tangible fixed assets	21,721	546,170	-	<b>567,891</b>	598,614
Investments	-	157,165	-	<b>157,165</b>	151,010
Current assets	793,714	113,274	9,195	<b>916,183</b>	1,002,101
Creditors (amounts falling due within one year)	(266,690)	(250,000)	-	<b>(516,690)</b>	(683,002)
	----- 548,745 -----	----- 566,609 -----	----- 9,195 -----	----- <b>1,124,549</b> -----	----- 1,068,723 -----

**27 Contingent liabilities**

The charity has an obligation to repay the loan from the Valentine Charitable Trust (note 22) at the higher of £250,000 or 41.67% of the value of the property, Moran House, 1 Holes Bay Park, Sterte Avenue West, Poole.

In view of additional expenditure on the property by the charity, the trustees of the Valentine Charitable Trust have agreed to review the percentage payable in light of advice from professional valuers before repayment.

## PRAMACARE (CHARITABLE COMPANY LIMITED BY GUARANTEE)

### NOTES TO THE ACCOUNTS (CONTINUED)

#### FOR THE YEAR ENDED 31 MARCH 2022

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#### 28 Commitments under operating leases

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	Land and buildings	Other equipment	<b>Total 2022</b> £	Total 2021 £
Within one year	84,825	39,821	<b>124,646</b>	119,195
Between two and five years	79,683	27,292	<b>106,976</b>	99,376
5 years +	5,800	-	<b>5,800</b>	5,900
	-----	-----	-----	-----
	170,308	67,114	<b>237,422</b>	224,471
Lease payments recognised as an expense in the accounts			<b>169,906</b>	140,121
			-----	-----

#### 29 Related parties

##### Control

Throughout the year, PramaCare was ultimately controlled by its sole member Prama Foundation who has power to appoint and remove its board of directors. The Board of Directors and Trustees appointed by the member governs the affairs of the charitable company between Annual General Meetings.

Prama Foundation is the ultimate parent undertaking of the largest and smallest group of undertakings for which the group accounts are presented, and has included the company in its group accounts, copies of which may be obtained from its registered office at Moran House, 1 Holes Bay Park, Sterte Avenue West, Poole BH15 2AA.

The principal purposes of Prama Foundation are the advancement of physical, mental and spiritual health through the provision of care, facilities, services, support and practical advice, to relieve financial hardship amongst older people and people of any age suffering from a physical or mental illness or disability.

##### Transactions

During the year no related party transactions occurred. Other transactions with the trustees are set out in note 12.

The total remuneration and benefits of the Senior Management Team amounted to £194,841 (2020/21: £198,637).

**PRAMACARE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE ACCOUNTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2022**

**30 Subsidiaries**

Details of the charity's subsidiaries at 31st March 2022 are as follows:

<b>Name of undertaking</b>	<b>Registered office</b>	<b>Nature of business</b>	<b>Class of shares held</b>	<b>% held</b>
Abba Care Limited	Moran House 1 Holes Bay Park Sterte Avenue West Poole Dorset BH15 2AA	Dormant	Ordinary	100 Direct

**31 Cash (absorbed) / generated by operations**

	<b>2022</b>	2021
	£	£
Net surplus for the year (as per the statement of financial activities)	<b>55,826</b>	246,189
Adjustments for:		
Depreciation charges	<b>34,800</b>	36,841
Loss on disposal of property, plant and equipment	-	1,616
Gains on investments	<b>(5,676)</b>	(23,251)
Dividends and interest	<b>(1,787)</b>	(1,635)
Movements in working capital:		
(Increase) in stock	<b>(1,743)</b>	-
(Increase)/Decrease in debtors	<b>(130,838)</b>	168,414
(Increase)/Decrease in cash with investment managers	<b>(479)</b>	5,070
(Decrease)/Increase in creditors	<b>(166,312)</b>	71,781
Cash (absorbed)/generated by operations	<b>(216,209)</b>	505,024

**32 Analysis of changes in net debt**

**2020/21 - Prior Year Comparative**

	At 1 April 2020 £	Cash flows £	Other non- cash changes £	At 31 March 2021 £
Cash	101,123	497,433	-	<b>598,556</b>
Loans due within 1 year	(250,000)	-	-	<b>(250,000)</b>
	<b>(148,877)</b>	<b>497,433</b>	-	<b>348,556</b>

**PRAMACARE (CHARITABLE COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE ACCOUNTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2022**

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**32 Analysis of changes in net debt (Continued)**

**2021/22 - Current Year**

	At 1 April 2021 £	Cash flows £	Other non-cash changes £	At 31 March 2022 £
Cash	598,556	(218,498)	-	<b>380,058</b>
Loans due within one year	(250,000)	-	-	<b>(250,000)</b>
	----- <b>348,556</b>	----- <b>(218,498)</b>	----- -	----- <b>130,058</b>