

CARING BREAKS LIMITED

Directors' Report for the year ended 31 March 2024

The Directors present their report with the audited financial statements for the year ended 31 March 2024. 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 Memorandum and 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 published in October 2019"

Reference and Administrative Information

Charity Name: Caring Breaks Limited

Charity Registration number: NIC103342

Company Registration number: NI 37804

Registered Office: 6c Wildflower Way, Apollo Road, Belfast, BT12 6TA

Business Address: 6c Wildflower Way, Apollo Road, Belfast, BT12 6TA

Directors

S O'Brien (Chairperson)

J Donaghy (Treasurer)

M Devlin

P Crossin

L Quinn

B Mongan

M Mitchell

Secretary

Vivienne Thompson

Auditors

McCreery Turkington Stockman LTD, 1 Lanyon Quay, Belfast, BT1 3LG

Bankers

Bank of Ireland, 364 Lisburn Road, Belfast, BT9 6GL

Danske Bank, Finaghy, Lisburn Road, Belfast, BT10 0BD

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Structure, Governance and Management

Caring Breaks Limited which was incorporated on 26 January 2000 (company registration number NI37804) is a charitable company limited by guarantee, (registered with the Charity Commission for Northern Ireland NIC103342) and is governed by a Memorandum and Articles of Association. It is managed by the Board of Trustees. The trustees, who served during the period, and up to the date of signing are listed on page 3.

During the year under review the Trustees met quarterly. The chairperson of the board is Stephen O'Brien. One third of the Trustees retire each year and can make themselves available for re-election. New members of the board are selected by a panel comprising of existing Trustees. The Finance Committee and the Fund-raising Committee are made up of Trustees and other individuals. Both committees operate under specific terms of reference which delegate certain functions from the board. Each committee has its decisions ratified by the full board. The Trustees have also established a Carer Committee for this specific area of the Charity's operations.

Objectives and Activities

The primary objective of the charity, as stated in its governing document, is to provide short respite breaks for the family carers of adults with learning disabilities. Trained and paid staff support and supervise activity-based recreational opportunities for adults with learning disabilities.

Mission

To provide regular respite breaks for family carers and at the same time, provide social and recreational activities for their relative with a learning disability.

Values

- We are people-centred.
- We collaborate.
- We are open and honest.
- We work in partnership.
- We provide a high-quality service.

Strategic Objectives for Caring Breaks 2024-2025

- Develop a recruitment and retention plan.
- Develop a fundraising plan.
- Step up engagement with Trusts and rebuild relationships.
- Grow powerful, strategic alliances.
- Develop expansion and communication strategies.
- Expansion of our core service.

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Public Benefit Statement

The public benefit requirement is defined in the Charities Act (Northern Ireland) 2008 and states that purposes must be for the public benefit to be charitable. The trustees confirm that they have complied with the duty to have regard to the guidance issued by the Charity Commission for Northern Ireland under section 4(b) of the Charities Act (the public benefit requirement statutory guidance). The trustees are confident that the activities have helped to achieve the Charity's purposes and provide a benefit to the beneficiaries.

Achievements and Performance

Over the past year, Caring Breaks provided respite sessions on a weekly basis for 170 family carers combined with social and recreational activities for 100 adults with a learning disability. In addition, 83 adults with a learning disability were provided with support to enable them to participate in a weekend break and 128 family carers also benefited from these short breaks. In total 16 weekend breaks and an additional 7-day trips which also provided carers with a full day's respite from caring were provided between April 2023 and March 2024. These weekend breaks and additional respite support were made possible with funding secured from the Carers Support Fund along with smaller grants from grant-making charitable trusts.

Caring Breaks is fortunate to have a committed, professional team of staff dedicated to ensuring the best possible service is provided for family carers and adults with a learning disability. Over the past year, the team helped to facilitate a variety of educational and fun activities which enabled our clients with a learning disability to develop new interests and build friendships in a safe and welcoming environment. Staff members also participated in a range of training courses to enhance and further develop the skills required to provide support for adults with a learning disability.

The statement of financial activities for the year is set out on page 10 of the financial statements. A summary of the financial results and the work of the charity is set out below.

Financial Review

The charity's income increased to £396,125 when compared to £331,148 in 2023. During the year the charity has a deficit net of costs of £10,636 (2023: £130,302). The total funds of the charity - 31 March 2024 were £43,796 (2023: £54,432). Of these total funds, £5,600 (2023: £8,558) made up of a series of small grants, are held for restricted purposes and are not available for general purposes of the charity.

Funding received includes recurrent funding received from the Belfast Health & Social Care Trust and from the South-Eastern Health & Social Care Trust totalling £229,039 to provide respite breaks for carers and social and recreational activities for adults with a learning disability. The remaining payment £33,100 of the grant awarded in 2021 from the Carers Support Fund was also received during the year. This funding was used to provide a series of weekend breaks and carer events. Grants towards running costs were secured from the Garfield Weston Foundation £20,000 and LFT Foundation £7,500. Donations from individuals and through fundraising activities decreased from £32,008 to 19,349 when compared to 2023.

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Reserves Policy

The total funds of the charity as at 31 March 2024 were £45,796 (2023: £54,432). Of these total funds, £5,600 (2023: £8,558) are held for restricted purposes and are not available for general purposes of the charity. The charity's policy is to retain a level of free reserves which matches the needs of the Charity both at the current time and in the foreseeable future. Free reserves are those unrestricted reserves, excluding fixed assets. The charity aims to retain sufficient reserves equivalent to approximately six months' annual expenditure. Free reserves at 31 March 2024 were £38,196 (2023: £45,874 (general funds minus fixed assets and designated funds), equivalent to roughly two month's forward expenditure based on 2023/24 expenditure.

Progress on fundraising is reviewed by the finance sub-group and Board of Trustees on a quarterly basis. Service payments received from service users who access the service via Direct Payments or Self-Directed Support increased throughout the year and amounted to £59,714 (2023: £37,803). In June 2023 Caring Breaks was awarded a further grant £74,397 from the Carers Support Fund. This grant will fund weekend breaks, day trips and well-being events for carers between April 2024 and March 2025.

Plans for future developments

The board has taken steps and will continue to take steps to improve financial performance in 2024 and beyond, to ensure that the charity can continue to provide its unique services for the family carers of adults with a learning disability.

The organisation's strategy is to grow and develop the service to reach more people and expand the service into other health trust areas whilst maintaining the service for existing clients in Belfast, Bangor and Lisburn. Plans beyond 2024 include extending the service to more families wishing to purchase respite breaks via Direct Payments/Self-Directed Support.

Going concern

Engagement with an external fundraiser has been renewed to assist in seeking funds from grant making trusts and corporate sponsors. Applications to grant-making trusts are ongoing and will continue throughout the year. A review of the rates paid under the contracts Caring Breaks holds with the Belfast Health & Social Care Trust and South-Eastern Health & Social Care Trusts are ongoing and we are hopeful that the value of these contracts will increase following negotiations.

To support the going concern basis of preparation, the trustees have prepared cash flow forecasts, which include the use of reasonable downside scenarios for sensitivity analysis. These cash flow forecasts show that the charity has sufficient resources to meet obligations as they fall due and as such the charity has the ability to continue as a going concern for the 12 months from date of signing.

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Funds held as custodian trustees on behalf of others

The charity holds no funds as custodian trustees on behalf of others.

Risk management

The Trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the charity. The Trustees are satisfied that systems are in place to mitigate any exposure to major risks.

Trustees' indemnities

As permitted by the Articles of Association, the Trustees have the benefit of an indemnity which is a qualifying third party indemnity provision as defined by Section 234 of the Companies Act 2006. The indemnity was in force throughout the last financial year and is currently in force.

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for the year ended 31 March 2024**

Statement of Directors' Responsibilities

The directors are responsible for preparing the Directors Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

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

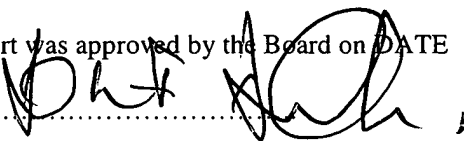
The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets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

Auditors

In accordance with the company's articles, a resolution proposing that McCreery Turkington Stockman Ltd be reappointed as auditor of the company will be put at a General Meeting.

Each of the trustees 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 auditor is aware of such information.

This report was approved by the Board on DATE 12/11/24

Director 

J DONAGHY.