

**Registered Company Number: 03250078 (England and Wales)**  
**Registered Charity Number: 1062777**

**DERBYSHIRE CARERS ASSOCIATION**  
**REPORTS AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED**  
**31 MARCH 2011**

# DERBYSHIRE CARERS ASSOCIATION

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# **DERBYSHIRE CARERS ASSOCIATION**

## **REPORT OF THE TRUSTEES**

### ***FOR THE YEAR ENDED 31 MARCH 2011***

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The trustees who are also directors of the charity for the purposes of company law, present their report with the financial statements of the charity for the year ended 31 March 2011.

#### **Reference and Administrative Information**

Registered Company Number: 03250078 (England and Wales)

Registered Charity Number: 1062777

Registered Office: White House  
The Willows  
Slack Lane  
Ripley  
Derbyshire DE5 3HF

#### **Trustees**

V Davison (Chair)  
V Snowden (Vice Chair)  
P E Lobley (Treasurer) (Appointed 23 September 2010)  
J Bailey (Resigned 2 July 2010)  
K I Gill (Appointed 29 March 2011)  
R Jones (Resigned 3 March 2011)  
E Jones  
B Leech (Resigned 23 September 2010)  
Ms S J Pomerantz  
D Race

#### **Company Secretary**

Mrs H Robinson

#### **Senior Management Team**

Mrs H Robinson – Chief Executive Officer

#### **Auditors**

Barber Harrison & Platt  
57/59 Saltergate  
Chesterfield  
Derbyshire S40 1UL

#### **Bankers**

Lloyds TSB Bank plc  
30 Rose Hill  
Chesterfield  
S40 1LR

# **DERBYSHIRE CARERS ASSOCIATION**

## **REPORT OF THE TRUSTEES (CONTINUED)**

***FOR THE YEAR ENDED 31 MARCH 2011***

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### **Structure Governance and Management**

#### Governing Document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

It was established in July 1988 and incorporated on 16 September 1996. As a company limited by guarantee, the company does not have any paid up share capital. Each member of the company has however, guaranteed an amount not exceeding £1. The company is a local charity, and also part of a national network of Princess Royal Trust carers' centres.

#### Recruitment and Appointment of Directors

The appointment of new trustees is governed by the Memorandum and Articles of Association.

#### Director Induction and Training

New trustees are given an induction to the organisation and training where appropriate.

#### Risk Management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. The trustees have approved all of the major risks to which the charity is exposed and has established systems to mitigate these risks.

### **Objectives and Activities**

#### Objectives and aims

The charity's objectives are to provide support services for carers of people with physical, mental ill health, sensory impairment or old age in the county of Derbyshire and to promote the needs of carers. The work is carried out through home visits, support groups and advocacy, both direct and by telephone.

#### Public Benefit

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our objectives and also in planning our future objectives. In particular the Trustees' consider how planned activities will contribute to the aims and objectives they have set.

# **DERBYSHIRE CARERS ASSOCIATION**

## **REPORT OF THE TRUSTEES (CONTINUED)**

### ***FOR THE YEAR ENDED 31 MARCH 2011***

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#### **Achievement and Performance**

##### Charitable activities

The charity's staff have worked tirelessly to support carers across Derbyshire and within the city of Derby. It has been a year of great change, both internally and externally. The changes to the NHS as a result of the Health and Social Care Bill and how this may affect both carers and the commissioning of our services has been concerning. It seems inevitable that the charity will face competitive tendering for services in the future and we have been preparing for this, whilst continuing to support carers. We have been successful in attracting new funds which have enabled us to develop new services and these are explained later in the report.

As well as providing new, additional, innovative service, events and activities, DCA continued to provide its core business activities, with 693 home visits being made throughout the year by our Area Co-ordinators, and a further 219 visits to carers away from the family home. The number for telephone support calls made to carers throughout the year has risen significantly to 4955 which has resulted in more Carers being reached. Telephone advocacy has doubled to 1160 calls being made by our team across the county. The emergency planning scheme in Derby continued and 364 carers were given an emergency plan which provides carers with peace of mind about the situation of their cared for person, should they themselves become ill or be unexpectedly unable to continue caring.

The rise in telephone support was deliberate as during our strategic planning process we had recognised that national demographic changes meant that a significant increase in numbers of carers was likely whilst the national financial picture meant that the charity was unlikely to receive additional resources. The charity debated how this challenge could be addressed and concluded that where possible telephone support should be offered whilst confirming our commitment to continue to provide home visits where necessary. We felt that this was one way of addressing an increase in need without a proportionate increase in funding.

Our involvement with the Learning Disability Partnership Boards has continued and great progress has been made this year. The DCA Network coordinator has worked with elected carers auditing training needs and reviewing a work plan in readiness for the changes to social care provision and funding. The Partnership Boards are now reaching out to a wider community which includes brain injury, stroke, dementia and mental health carers. Family carers who do not wish to become fully elected carer representatives, can now work as volunteers with DCA and support the work of the partnership board in other ways, including joining LDPB sub groups in health, employment, housing and leisure.

Our improved training and induction has ensured that Elected Carers are better supported to act as a conduit for communications within their local community. This is supported by IT training at our two new Carers Centres and DCA will host email addresses for Elected Carers so their contact details can be safely published, so improving their accessibility to other carers. Our LD carers register of DCA members continues to grow and means that we can target our support and communications more accurately. DCC is also working with us to look at their data protocols with the aim to share data more effectively for our partnership projects.

# **DERBYSHIRE CARERS ASSOCIATION**

## **REPORT OF THE TRUSTEES (CONTINUED)**

### ***FOR THE YEAR ENDED 31 MARCH 2011***

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As always Derbyshire Carers Association used Carers Week to both raise the profile of carers and to provide a number of events for carers including our traditional Carers Day which this year involved a steam train journey. Glorious weather helped towards an extremely enjoyable Carers Day event on 16<sup>th</sup> June 2010, when 200 carers came together for a nostalgic journey through the beautiful Derbyshire Dales on a Peak Rail vintage steam train. Music from the 40's era played, the guard blew his whistle and steam bellowed from the engine as carers, volunteers, staff and some representatives from the statutory and voluntary sector embarked from Rowsley Rail Station, through to Matlock, stopping on the return journey where everyone disembarked for a leisurely walk through the picturesque Darley Dale Park to the Whitworth Centre. Following a delicious lunch, carers gathered together to hear a speech from our CEO, followed by a raffle where prizes ranged from Sunday Lunch for Two at the New Bath Hotel, Matlock, Pomegranate Theatre Tickets, two match tickets to Derby County Football Club and much more. The event proved to be a huge success with some very positive feedback from carers.

The charity has worked to raise the profile of carers and represents the cause of carers on a number of committees including the Derby Carers Strategy Board and the Derbyshire Joint Commissioning Board for Carers. The Charity chairs the Network of Carer Organisations in Derbyshire and strives to support carers via a partnership approach with voluntary sector organisations.

We had a very successful year attracting new funds for new services for carers in part as a result of Derby City Council's bid to become a pilot project for carers breaks. This project funded the engagement projects Carers as Ambassadors and Carers as Researchers.

This aim of the Carers as Researchers project was to conduct a survey of carers in Derby about how caring affects their lives and which services are most beneficial to them. The funding was used to support carers to undertake the research themselves and the idea underpinning this was that this would result in better quality information. This has provided Derby City Council with valuable and credible evidence about carers needs.

Seven carers became Ambassadors after the launch of the Carers as Ambassadors project in December 2010 and numbers are planned to rise in 2011-12. Carers were represented at meetings including Derby Carers Strategy Board, Health and Wellbeing Forum, Derby Older Person's Strategic Planning Partnership, Health & Social Care Forum, Derby Carer Breaks Project Team Meeting and many others. The carers involved also attend a great number of carers meetings to both gather and share information so ensuring that information on carers needs and opinions is shared between carers and decision makers. This project has been recognised as very successful and is to be included on the Princess Royal Trust for Carers website as an example of good practice.

Our work with the Carers as Ambassadors and with the Elected Carers of the Learning Disability Partnership Boards demonstrates our strong belief in working with carers as partners and supporting carers to both make their voices heard and to provide peer support to other carers. We are making plans for a County Carers Voice scheme in Derbyshire based on the learning gained from these projects.

We were pleased to be awarded Carers Breaks funding from NHS Derbyshire County PCT in December 2010 to provide carers with a break from their day to day caring role. The terms of the funding require the break to have a health and wellbeing focus and in the four months to 31<sup>st</sup> March 2011 200 carers have benefitted from this project. Cookery, Tai chi, Pilates, Cycling, Arts and Crafts, Bowling and other activities have been provided across the county. The current funding from NHS Derbyshire County PCT covers the period to 31<sup>st</sup> March 2012. The activities have evaluated very well with overwhelmingly positive feedback from carers, who have reported that such breaks give a considerable improvement to their health and wellbeing.

# **DERBYSHIRE CARERS ASSOCIATION**

## **REPORT OF THE TRUSTEES (CONTINUED)**

### ***FOR THE YEAR ENDED 31 MARCH 2011***

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One of the complexities of Derbyshire is that it is covered by three Primary Care Trusts, Derbyshire County, Derby City and in the far north by Tameside and Glossop and that sometimes this affects which services carers are entitled to receive. Carers Breaks funding was only applicable to carers in Derbyshire but carers in Derby were able to access our long standing Derby City Holiday Grant. This annual grant offers carers in Derby a break from their caring role and is determined by application to a panel. In the year 76 number of carers received a holiday grant enabling them to have a break from their caring role and additionally a further 76 carers enjoyed an event, such as a pamper day or a craft day, again with the intention of being a relaxing break from their usual daily routine. It is envisaged that this funding will end when carers personal budgets are available. We continued to receive funding to provide carers in Glossop with activities to reduce stress.

We were delighted to receive funding from the Department of Health's Reaching out to Carers Innovation Fund, to run a small project which had to be innovative, capable of replication on a national scale and which aimed to ensure the early identification of carers and to provide interventions to prevent escalation to higher cost services. We are working with six community hospitals to identify carers at the onset of their caring roles and this is proving very successful.

We were pleased to be awarded a small amount of funding from the Voluntary Sector Development Fund to investigate the most effective means of support for carers in remote rural populations. We have been aware that our plans for new centres in Derby and Chesterfield ensure that the urban populations have improved access to support services and we were keen to investigate how we could improve our services for those in rural areas too.

As well as raising additional funds for the charity to enable us to provide new services the staff continued to apply for funds on behalf of carers. We successfully applied for funds totally £12,800 on behalf of over 200 individual carers from a variety of charitable trusts.

In June we received the disappointing news that the new Government had decided to withdraw funding for the Caring with Confidence sessions that were operating across the country and being run in Derbyshire by us. The project finished 6 months early at the end of September 2010. We are pleased that this valuable resource has not been completely lost as we have been able to take some of this programme forward into a new course named CATCH and funded from the Carers Breaks project.

During the year the staff continued to evidence the value of our work with carers and developed new monitoring systems, outcome and impact reports. These are all valuable evidence for the charity's internal quality assurance and are also useful in demonstrating the value of our work when seeking new funding. We were pleased that following an inspection in February 2011, the charity was awarded a Pqasso Quality Mark from the Charities Evaluation Service, which provides external verification of the high standard of our work.

In the previous financial year the charity determined that some of the offices used by our staff were limiting the services that we could offer. It was decided that the sum of £150,000 would be set aside in a designated fund to support future developments which would enable the charity to provide a better service for carers. It was agreed that the fund would cover the creation of two carers centres in Derby and Chesterfield, where there is sufficient concentration of carers to make this viable. This year the staff of the charity have invested much time in identifying and setting up the two centres and these will open early in the next financial year. This is a major advance for the charity and we are very excited about this and welcome the opportunity that the centres will give our staff to be more available to support carers and to offer an increased range of services for carers. Additionally we believe that the presence of offices in the high street will lead to the identification of more carers. We are grateful to the Lloyds TSB Foundation Trust for funding a two year post of administration / volunteer coordinator at our Chesterfield office as we believe that volunteers are critical for the growth of the new centre.

# **DERBYSHIRE CARERS ASSOCIATION**

## **REPORT OF THE TRUSTEES (CONTINUED)**

### ***FOR THE YEAR ENDED 31 MARCH 2011***

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The coming year will bring fresh challenges for the charity and it is likely that there will be a continued growth in carer numbers that is not matched by increased funding. The provision of Carers Centres, a move towards a greater proportion of telephone support and an increase in the number of volunteers working with the charity, combined with our recent successes in attracting diverse funding mean that despite the challenges, the charity remains positive about its ability to support carers in Derbyshire.

#### **Financial Review**

The year 2010 – 2011 saw a net increase in resources of £157,802. Total income increased from £479,050 to £730,844 and expenditure increased from £434,011 to £573,042.

The accumulated funds of the Charity at 31 March 2011 are shown in the total in the Balance sheet on page 11 and the details of the restricted funds are shown on page 17. Unrestricted funds amounted to £360,236, but £141,729 of these funds have been designated for specific purposes as explained on page 19, leaving free funds of £218,507.

#### Reserves policy

The management committee have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets ('the free reserves') held by the charity should be between three and six months of the resources expended. At this level, the management committee feel they would be able to continue in short term the current activities of the charity in the event of a significant drop in funding.

#### **Trustees' Responsibility for the Financial Statements**

Company law requires the trustees to prepare financial statements for each financial period which give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The trustees 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.

# DERBYSHIRE CARERS ASSOCIATION

## REPORT OF THE TRUSTEES (CONTINUED)

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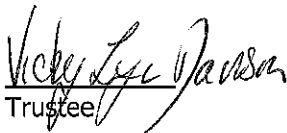
### Statement of disclosure to auditors

So far as the trustees are aware, there is no relevant audit information of which the company's auditors are unaware, and, they have taken all steps that they ought to have taken as trustees in order to make themselves aware of any relevant audit information and to establish that the company's auditors are aware of that information.

### Auditors

The auditors, Barber Harrison & Platt were appointed during the year and have expressed their willingness to continue in office, subject to the approval of members in general meeting.

### ON BEHALF OF THE BOARD:

  
Trustee

13 September 2011

# **DERBYSHIRE CARERS ASSOCIATION**

## **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF DERBYSHIRE CARERS ASSOCIATION**

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We have audited the financial statements of Derbyshire Carers Association for the year ended 31 March 2011 which comprise the Statement of Financial Activities, the Summary Income and Expenditure Account, the Balance Sheet, and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and Financial Reporting Standard for Smaller Entities (effective April 2008) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

This report is made solely to the charitable company's members, 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 and its members as a body, for our audit work, for this report, or for the opinions we have formed.

### **Respective responsibilities of trustees and auditor**

As explained more fully in the Trustees' Responsibilities Statement, set out on pages 3 and 4) the trustees (who are also the 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.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

### **Scope of the audit of the financial statements**

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustees' Annual Report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

# DERBYSHIRE CARERS ASSOCIATION

## INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF DERBYSHIRE CARERS ASSOCIATION (CONTINUED)

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### Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2011, 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 applicable to smaller entities; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

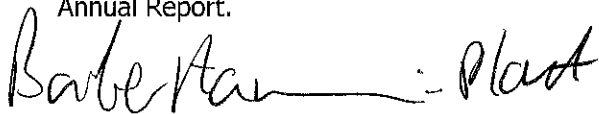
### Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Trustees' Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

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

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
- 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; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption in preparing the Trustees' Annual Report.



**Mr Adrian Staniforth (Senior Statutory Auditor)**  
**For and on behalf of Barber Harrison & Platt**

Chartered Accountants  
Statutory Auditor

57-59 Saltergate  
Chesterfield  
Derbyshire  
S40 1UL

# DERBYSHIRE CARERS ASSOCIATION

## STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)

FOR THE YEAR ENDED 31 MARCH 2011

	Note	Unrestricted Funds £	Restricted Funds £	Designated Funds £	Total 2011 £	Total 2010 £
<b>Incoming resources</b>						
<b>Incoming resources from generated funds:</b>						
Voluntary income	2	220	-	-	220	315
Investment income	3	9,353	-	-	9,353	8,548
<b>Incoming resources from charitable activities</b>						
Support services for carers	4	413,955	307,316	-	721,271	470,187
<b>Total incoming resources</b>		<b>423,528</b>	<b>307,316</b>	<b>-</b>	<b>730,844</b>	479,050
<b>Resources expended</b>						
<b>Cost of generating funds:</b>						
Charitable activities	5	373,612	184,743	8,271	566,626	430,930
Governance costs	6	6,416	-	-	6,416	3,081
<b>Total resources expended</b>		<b>380,028</b>	<b>184,743</b>	<b>8,271</b>	<b>573,042</b>	434,011
Net incoming resources being net income before transfers		43,500	122,573	(8,271)	157,802	45,039
Transfers between funds		(127,947)	(22,053)	150,000	-	-
<b>Net movement in funds</b>		<b>(84,447)</b>	<b>100,520</b>	<b>141,729</b>	<b>157,802</b>	45,039
Total funds brought forward At 1 April 2010		302,954	31,844	-	334,798	289,759
<b>Total funds carried forward At 31 March 2011</b>		<b>218,507</b>	<b>132,364</b>	<b>141,729</b>	<b>492,600</b>	334,798
Resources used for net acquisitions of fixed assets for charity use		1,588	-	-	1,588	11,880

The statement of financial activities includes all gains and losses in the year. All incoming resources and resources expended derive from continuing activities.

# DERBYSHIRE CARERS ASSOCIATION

## BALANCE SHEET

**AS AT 31 MARCH 2011**

	Note	£	2011 £	2010 £
<b>FIXED ASSETS</b>				
Tangible assets	10		<b>16,362</b>	20,268
<b>CURRENT ASSETS</b>				
Debtors: amounts falling due within one year	11		<b>2,506</b>	1,075
Cash at bank and in hand			<b>572,212</b>	327,217
			<b>574,718</b>	328,292
<b>CREDITORS</b>				
Amounts falling due within one year	12		<b>(98,480)</b>	(13,762)
<b>NET CURRENT ASSETS</b>			<b>476,238</b>	314,530
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<b>492,600</b>	334,798
<b>FUNDS</b>				
Unrestricted funds			<b>218,507</b>	302,954
Restricted funds	15		<b>132,364</b>	31,844
Designated funds	17		<b>141,729</b>	-
	18		<b>492,600</b>	334,798

The financial statements have been prepared in accordance with the Special Provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard for smaller Entities (effective April 2008).

The financial statements were approved by the Board of Trustees on 13 September 2011 and were signed on its behalf by:

  
Trustee

**Company Registration No. 03250078**

# DERBYSHIRE CARERS ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS

**FOR THE YEAR ENDED 31 MARCH 2011**

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### 1. Accounting Policies

#### Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities issued in March 2005.

#### Incoming resources

All incoming resources are included on the Statement of Financial Activities (SOFA) when the charity is legally entitled to the income, certain of receipt and the amount can be quantified with reasonable accuracy.

Grants are included in the SOFA in the year in which they are receivable and allocated to the necessary funds accordingly.

#### Resources expended

Expenditure is accounted for on an accruals basis and has been clarified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

#### Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset and over its estimated useful life.

Fixtures and fittings	-25% on reducing balance
Computer equipment	-25% on reducing balance

#### Operating leases

Rents applicable to operating leases are charged to the SOFA over the period in which the costs incurred.

#### Taxation

The charity is exempt from corporation tax on its charitable activities.

#### Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in notes to the financial statements.

# DERBYSHIRE CARERS ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS

*FOR THE YEAR ENDED 31 MARCH 2011*

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	<b>2011</b>	2010
	<b>£</b>	£
<b>2. Investment Income</b>		
Deposit account interest	<b>220</b>	315
	<hr/>	<hr/>
<b>3. Donations</b>		
General donations	<b>9,353</b>	8,548
	<hr/>	<hr/>
<b>4. Grants</b>		
Glossop Mainstream Funding	<b>10,583</b>	13,815
County Joint Funding	<b>232,059</b>	226,269
City Joint Funding	<b>81,294</b>	80,588
Workshop Training	<b>8,668</b>	-
Derby Emergency Planning	<b>43,373</b>	19,510
Derby Age Concern Project	<b>2,687</b>	-
Learning Disabilities	<b>26,573</b>	-
Network Funding	<b>6,303</b>	-
Amber Valley CVS Cont to Pamper Day Event	<b>2,415</b>	-
Restricted Income	<b>307,316</b>	130,005
	<hr/>	<hr/>
	<b>721,271</b>	470,187
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# DERBYSHIRE CARERS ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS

**FOR THE YEAR ENDED 31 MARCH 2011**

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### 5. Charitable activities

Wages	<b>241,336</b>	231,484
Social security	<b>22,557</b>	20,983
Insurance	<b>2,214</b>	2,170
Telephone	<b>7,955</b>	6,455
Postage and stationery	<b>16,690</b>	13,126
Advertising	<b>11,186</b>	5,561
Employee and volunteer expenses	<b>9,510</b>	15,307
Premises and equipment costs	<b>10,668</b>	11,843
Other expenses	<b>13,118</b>	16,534
Bank charges	<b>639</b>	504
Fixtures and fittings depreciation	<b>1,666</b>	2,051
Computer equipment depreciation	<b>3,828</b>	4,961
Motor Expenses	<b>29,434</b>	-
Miscellaneous	<b>1,517</b>	-
Professional services	<b>148</b>	1,380
Repairs	<b>596</b>	-
Restricted fund expenditure	<b>185,293</b>	98,571
Designated fund expenditure	<b>8,271</b>	-
	<b>566,626</b>	434,011

### 6. Governance costs

Bookkeeping, payroll and audit	<b>6,416</b>	3,081
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### 7. Net Incoming Resources

Net resources are stated after charging:

Depreciation – owned assets	<b>5,494</b>	7,115
Auditors remuneration	<b>4,500</b>	-

# DERBYSHIRE CARERS ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS

**FOR THE YEAR ENDED 31 MARCH 2011**

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### 8. Trustees' Remuneration and Benefits

There were no trustees' remuneration or other benefits for the year ended 31 March 2011 nor for the year ended 31 March 2010.

#### Trustees' Expenses

The trustees' received re-imbusement of travel expenses for the year ended 31 March 2011 totalling £59 (2010: £nil).

### 9. Staff costs

	2011 £	2010 £
Wages and salaries	241,336	266,608
Social security costs	22,557	20,983
	<u>273,857</u>	<u>287,591</u>
	<u>No.</u>	<u>No.</u>
Average number of employees	<u>22</u>	<u>18</u>

There were no employees with emoluments above £60,000 p.a.

### 10. Tangible fixed assets

	Fixtures and fittings £	Computer equipment £	Totals £
<b>Cost</b>			
At 1 April 2010	19,087	61,070	80,157
Additions	200	1,388	1,588
At 31 March 2011	<u>19,287</u>	<u>62,458</u>	<u>81,745</u>
<b>Depreciation</b>			
At 1 April 2010	12,624	47,265	59,889
Charge for year	1,666	3,828	5,494
At 31 March 2011	<u>14,290</u>	<u>51,093</u>	<u>65,383</u>
<b>Net book value</b>			
At 31 March 2011	<u>4,997</u>	<u>11,365</u>	<u>16,362</u>
At 31 March 2010	<u>6,463</u>	<u>13,805</u>	<u>20,268</u>

# DERBYSHIRE CARERS ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS

**FOR THE YEAR ENDED 31 MARCH 2011**

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### 11. Debtors: amounts falling due within one year

	2011 £	2010 £
Prepayments and accrued income	<u>2,506</u>	<u>1,075</u>

### 12. Creditors: amounts falling due within one year

	2011 £	2010 £
Trade creditors	12,656	1,154
Accrued expenses	5,974	1,700
Deferred income	79,850	-
Carers fund account	-	10,908
	<u>98,480</u>	<u>13,762</u>

Deferred income totalling £79,850 (£2010: £nil) from grants which meet the specific donor requirements is included within creditors due within one year.

### 13. Operating lease annual commitment

The company had the following annual commitments under operating leases:

Expiring in two to five years	<u>27,000</u>	<u>-</u>
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### 14. Capital commitments

Capital expenditure contracted for but not provided for in the accounts amounted to £7,221 as at 31 March 2011 (2010: £nil).

# DERBYSHIRE CARERS ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 MARCH 2011

#### 15. Restricted Funds Summary

	Brought Forward £	Income £	Carried Expenditure £	Transfer £	Forward £
Derby City Holiday Grant	-	39,336	27,864	-	11,472
CWC	31,344	84,702	93,993	(22,053)	-
Charitable Carers Grant	-	12,800	12,480	-	320
Glossop. High Peak transport and sitting	-	3,000	2,157	-	843
High Peak & Dales transport & Sitting	500	-	50	-	450
Glossop Stress busting	-	2,000	961	-	1,039
Derbyshire PCTCT carers break	-	89,000	7,406	-	81,594
Carers as researchers	-	22,550	14,843	-	7,707
Carers as Ambassadors	-	23,188	12,328	-	10,860
DOH reaching out to carers innovation bid	-	15,000	12,661	-	2,339
Voluntary Sector Development fund	-	3,740	-	-	3740
Lloyds TSB bid	-	12,000	-	-	12,000
	<u>31,844</u>	<u>307,316</u>	<u>184,743</u>	<u>(22,053)</u>	<u>132,364</u>

# **DERBYSHIRE CARERS ASSOCIATION**

## **NOTES TO THE FINANCIAL STATEMENTS**

### ***FOR THE YEAR ENDED 31 MARCH 2011***

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#### **16. Restricted funds**

##### **Derby City Holiday Grant**

Monies received from Derby City Council to enable carers to have a break from their caring role. This fund is used mainly to give carers a short break away from home and also funds a number of day events such as relaxation days, craft events etc

##### **Caring with Confidence (CWC)**

Monies received from the Department of Health as part of the national Caring with Confidence programme. The programme offered 7 modules to carers, including Caring and Me, Caring and Coping and Caring and Communicating and was offered to carers in a variety of settings across both Derby city and the county of Derbyshire. This project was terminated six months early in September 2010, as part of a national decision.

##### **Charitable Carers Grants**

Monies from charitable trusts applied for on behalf of carers and subsequently paid over to them.

##### **Glossop, High Peak transport and sitting and High Peak and Dales transport and sitting**

These funds help carers in remote, rural areas of Derbyshire. The nearest town/city is Stockport/Manchester 20-30 miles away or Chesterfield/Sheffield 20-30 miles away.

The rural nature of the area effects the carer population in many ways, isolation and a feeling of being trapped to name just two. The public transport uses the main A6 as a route through the High Peak and train stations are not easily accessed. The transport and sitting services helps Carers by providing taxis and sitting services to reduce the isolation and loneliness of carers in these areas.

##### **Glossop stressbusting**

This is funding from Glossop and Tameside PCT to provide carers in Glossop with a series of twelve stand alone sessions combating the stresses often experienced by carers and covers diverse topics including exercise, sleep, meditation, food, time and healthy hearts

##### **Derbyshire PCT Carers Breaks**

Monies received from NHS Derbyshire County PCT to enable carers in Derbyshire to have a break with an emphasis on health and wellbeing. Cookery, Tai chi, Pilates, Cycling, Arts and Crafts, Bowling and other activities provided across the county. This project has been funded from December 2010 to 31<sup>st</sup> March 2012.

##### **Carers as Researchers**

Monies received from Derby City Council to undertake a large scale survey of carers in the city using carers as the researchers. This project was funded from December to 31<sup>st</sup> March 2011, with a small amount of additional funding due in 2011-12 for the evaluation which will take place in April 2011.

##### **Carers as Ambassadors**

Monies received from Derby City Council to support carers engagement in co production work with the City Council. It is funded from December 2010 to 31<sup>st</sup> March 2011.

##### **DOH Reaching out to carers innovation fund**

Monies received from the Department of Health to run an innovative project, capable of being replicated on a national scale with the aim of indentifying carers earlier in their caring role. This project has involved work within community hospitals in Derbyshire.

# DERBYSHIRE CARERS ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS

**FOR THE YEAR ENDED 31 MARCH 2011**

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### 16. Restricted funds Continued

#### Voluntary Sector Development Fund

Monies received from Derbyshire County Council to investigate best means of support for carers in rural areas.

#### Lloyds TSB

Successful bid to Lloyds TSB to fund a part time administrative assistant and volunteer coordinator for the new Chesterfield Carers Centre. £12,000 to be received for each of the years 2011-12 and 2012-13.

### 17. Designated funds

In the strategic plan 2009 - 12 the charity recognised that some of office space it occupied was limiting the services that could be provided for carers. In both Derby and Chesterfield staff were operating in small and cramped spaces that did not allow carers to drop in and it was agreed that two Carers Centres in these areas was the aim. In the year ended 31st March 2010 it was agreed that the sum of £150,000 was set aside to cover the rent and set up costs of the centres and also to allow for subsequent improvements in our other bases to make them more accessible to carers and to improve the range of services that we offer.

In the year to 31st March 2011 the sum of £8,271 was spent on initial set up costs, as the centres were not yet open. The balance of £141,729 is carried forward and expenditure will increase when the centres open later in 2011.

### 18. Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total fund £
Fixed assets	16,362	-	16,362
Current assets	442,354	132,364	574,718
Current liabilities	(98,480)	-	(98,480)
	<u>360,236</u>	<u>132,364</u>	<u>492,600</u>