

GATESHEAD CROSSROADS CARING FOR CARERS
(A charitable company limited by guarantee)

REPORT AND FINANCIAL STATEMENTS

31 MARCH 2017

Registered company number 3245594
Registered charity number 1059917

WEDNESDAY



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16/08/2017
COMPANIES HOUSE

JOSEPH MILLER & CO
Chartered Accountants
Newcastle upon Tyne

GATESHEAD CROSSROADS CARING FOR CARERS

REPORT AND FINANCIAL STATEMENTS

31 MARCH 2017

CONTENTS

Page

1	Reference and administrative information
2 to 6	Report of the Board of Trustees
7	Independent auditors' report
8	Statement of financial activities (including income and expenditure account)
9	Balance sheet
10	Statement of cash flows
11 to 17	Notes to the financial statements

GATESHEAD CROSSROADS CARING FOR CARERS
REFERENCE AND ADMINISTRATIVE INFORMATION

Board of Trustees

Mr R A Smith	(Chairperson)
Mr G Eggleston	(Treasurer)
Mr M O'Hare	
Mrs A L Hedley	
Mr G Pointer	
Mrs S Pickering	
Mrs V Taylor	
Mrs H Briggs	

Secretary

Ms G Fake

Registered company number 3245594

Registered charity number 1059917

Website www.carerstrusttw.org.uk

Chief Executive Miss P V Steele

Registered office

The Old School
Smailes Lane
Highfield
Rowlands Gill
NE39 2DB

Auditors

Joseph Miller & Co
Milburn House
Dean Street
Newcastle upon Tyne
NE1 1LE

Bankers

Lloyds Bank plc
PO Box 1000
Andover
BX1 1LT

GATESHEAD CROSSROADS CARING FOR CARERS

REPORT OF THE BOARD OF TRUSTEES

The Board of Trustees presents its annual report and the audited financial statements for the year ended 31 March 2017 which are also prepared to meet the requirements for a directors' report and financial statements for Companies Act purposes.

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

Structure, governance and management

Governing document

The charity is a company limited by guarantee, not having a share capital and is also registered with the Charity Commission. It is governed by its memorandum of association (last revised 25 April 2012) and articles of association (last revised 5 November 2014) and in the event of the charity being wound up, the maximum liability of each member is £5.

Appointment of trustees

Members of the Board of Trustees are elected by the Board of Trustees following a recruitment process of application and interview. Trustees are all company directors for the purposes of company law. Members of the Board of Trustees elect from amongst their own number a chair, and treasurer.

Induction and training of trustees

Members of the Board of Trustees receive an induction covering key areas of governance, finance, services, quality and people. Key documents are supplied to each trustee. Ongoing training is offered to support individual trustees as required.

Organisation

The charity is governed by the Board of Trustees who meet approximately six times per annum. The Chief Executive has day to day responsibility for the operations of the charity.

There are sub-committees of trustees and staff which meet as required to review priority areas.

Training and development continue to be a priority. Mandatory training takes place in house for care staff. Nearly all direct care staff have undertaken NVQ 2 and NVQ 3 training, with managers undertaking NVQ 4 and NVQ 5 or specialist training.

The Board of Trustees recognises and values the support of both its staff and volunteers.

Relationships with other charities and organisations

The charity is a network partner of Carers Trust, the largest UK wide carers charity, which works with networks partners across the UK to provide hands on practical support to carers in their communities. The charity works within a national Carers Trust framework of policies, procedures and guidance.

Gateshead Crossroads Caring for Carers works in partnership with statutory bodies and other grant and trust making bodies such as Gateshead Council, Newcastle Gateshead Clinical Commissioning Group and the Big Lottery Fund.

The charity is also committed to close collaboration with other agencies to provide direct services and to campaign and advocate for continued community development for carers and vulnerable people.

GATESHEAD CROSSROADS CARING FOR CARERS

REPORT OF THE BOARD OF TRUSTEES

Risk management

The Board of Trustees actively reviews the potential risks faced by the charity and the systems that have been established to mitigate those risks. This includes the establishment of a risk register, which is reviewed on an annual basis by the Board of Trustees. During the year, the charity has continued to examine operational and business risks and CROQUET, Crossroads Quality Evaluation Tool, ensures good practice is achieved and maintained. In November 2015 the charity was assessed and compliant with the ISO9001 quality mark.

Gateshead Crossroads Caring for Carers operates within a quality assurance framework and complies with standards of care described in the National Care Standards Regulations. It is a registered provider with the Care Quality Commission, and in the most recent inspection in December 2014 was assessed as overall "Good" in all five areas that were inspected.

Objectives and activities

Gateshead Crossroads Caring for Carers aims to relieve the stresses experienced by carers and beneficiaries. The area of benefit is the Borough of Gateshead, Tyne & Wear and surrounding areas.

The charity is committed to providing services which are of high quality, by well qualified and managed staff in a manner which is specific to the needs of carers and provided in a responsive, flexible and timely manner. This is achieved through the provision of a Care Service, Young Carers Service and Community Services. A key overall aim is to improve the lives of carers.

In setting the objectives for the year and planning the charity's activities, the Board of Trustees has considered the Charities Commission's guidance on public benefit.

The main areas of activity during the year included the expansion of the charity's services and the further development of the care centre and the residential short break facility of Kites Rise. These activities are described more fully in the achievements and performance section below.

Achievements and performance

Carers Trust Tyne and Wear, continues to work hard to improve the lives of carers. We are constantly looking at new and innovative ideas to achieve this, as well as delivering our already very successful services for carers of all ages.

The Care Service provided 40,767 hours of care to 214 carers in 2016 - 2017 across a variety of contracts covering a diverse range of age and disability. Care was provided in the home, the local community, at our daybreak facility at The Old School Care Centre and at Kites Rise, our short break house. The number of referrals requesting care support remained the same as in 2015-2016 but there has been a notable increase in self / family referrals and reduction in health referrals.

The use of Kites Rise by Young Adults with learning disabilities has again been a resounding success for the young people, carers, staff and Carers Trust Tyne & Wear. Kites Rise was utilised for 62 nights, by the care service, providing short breaks to 14 young adults with learning disabilities. Bridge the gap, the summer provision for this client group to support carers during July and August, accessed via direct payments this year proved financially viable.

The Young Carers Service supported 889 young carers aged 5 to 25 years during the financial period with the number of new referrals still rising.

GATESHEAD CROSSROADS CARING FOR CARERS

REPORT OF THE BOARD OF TRUSTEES

Achievements and performance *(continued)*

690 young carers benefited from our social activity/education programme which included 77 leisure activities and 12 overnight respite breaks. 76 issue based workshops were delivered which focussed on improving physical and mental health.

The counselling service and 1:1 emotional support services has continued to develop and we are now receiving referrals from schools and social services. 224 young carers were referred for and received 1:1 emotional support and 57 young carers had a series intensive counselling sessions.

We have extended the school drop in scheme to a further 2 secondary schools in Gateshead and continue to support schools involved in the national Young Carers in Schools Programme.

The Young Carers Buddy Project (33 members) and Expert Panels (43 members) remain an integral piece of work within the service to encourage and uphold participation and increased confidence and skills.

Links have been strengthened with the statutory sectors; a 'Carer Awareness' training co-production between Carers Trust Tyne & Wear and NTW continues to increase awareness of the organisation as well as the issues surrounding carers; referrals have increased as a result. A presence on the Patient, User, Carer, Public Involvement meeting and Local Engagement Board engagement has also forged closer links with Health and Social care professionals.

The Community Team continue to be been actively involved in shaping the future of mental health services in the area and now have a presence on the Board of ReCoCo (Recovery College Collective) which aims to promote mental health recovery in both Newcastle and Gateshead. Links have been forged with in-patient services with a presence on the wards on a regular basis.

The adult Take a Break service received 557 referrals and delivered 456 funded breaks for carers in 2016-2017.

The service continued partnership work with Age UK Gateshead and Gateshead Advice Partnership to provide valuable benefits advice and support to carers and those they care for throughout the Gateshead area, including support and advice up to appeal tribunal level. 139 new referrals were received and 94% of those who responded to the annual survey reported that they felt more financially secure, had more choices and more aware of their rights.

Mental health carer support workers continued to support carers who support those who have mental ill health. The team received 75 new referrals and delivered positive outcomes with 98% of carers stating that the service met their individual needs and 100% more able to cope with their caring role.

The community information and advice service worked in the community to provide support and advice on housing, health, education, training and work related benefits. The service received 86 new referrals as well as supporting existing service users.

Charity Log ensures accountability and that priorities are well managed and work is evidenced to a high standard.

The charity has sought to build capacity through volunteer and community involvement and corporate support during 2016-2017 and this is a growing area of development. Volunteers supported a number of raising awareness and fundraising events throughout the year including during Carers Week 2016.

GATESHEAD CROSSROADS CARING FOR CARERS

REPORT OF THE BOARD OF TRUSTEES

Financial review

The principal funding sources for the charity are contract income and grants from Gateshead Council, Newcastle Gateshead Clinical Commissioning Group and the Big Lottery Fund.

Overall activity levels were similar to last year and resulted in a surplus for the year of £121,391 (2016: £5,000) as shown in the statement of financial activities on page 8.

Reserves policy

The Board of Trustees has established a policy whereby the charity holds unrestricted income funds not invested in tangible fixed assets in a General Fund as reserves. The trustees consider that the minimum level of the reserves should be equivalent to two month's operating costs, which is approximately £250,000.

Reserves are needed to fund the charity's working capital requirements, to meet existing financial commitments not covered by future income and to enable the charity to take advantage of development opportunities in advance of available funding.

At the balance sheet date the level of reserves stood at £185,996 (2016: £78,953). The trustees have reviewed both the reserves policy and the actual level of reserves at 31 March 2017. Although they are satisfied that the reserves are adequate, they are currently considering ways in which the amount could be increased towards the target levels.

Plans for future periods

Our future plans will involve us developing a more streamlined management structure, following a recent organisation review, we will be implementing a new management structure with an emphasis on creating opportunities for business development and expansion of our current service base, both in geographical terms and in what we will deliver. We will also implement our new three-year business strategy which sets out how we will do this, in this climate of competition and austerity we need to be a leaner more competitive organisation if we are to survive.

We will be bidding for the new carer's contract that will be put out to tender in the autumn of 2017, with a view to being the lead provider of services to all age carers in Gateshead. We will also be looking for opportunities to bid for other work that is in line with our ethos and charitable aims, to broaden our income base and to become financially sustainable. We will be bidding for a consultant to help us with our aspirations to demonstrate what our social impact is, and to enhance the governance of the organisation.

We will also be delivering to carers of all ages services of a high quality, and will strive to reach those carers who do not yet receive any support from us, in order to do this we will maintain and improve our profile to the external world and will maintain and improve relationships with commissioners and external stakeholders.

GATESHEAD CROSSROADS CARING FOR CARERS

REPORT OF THE BOARD OF TRUSTEES

Responsibilities of the Board of Trustees in relation to the financial statements

The trustees (who are also the directors of Gateshead Crossroads Caring for Carers for the purposes of company law) are responsible for preparing the report of the Board of Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Board of Trustees to prepare financial statements 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 charity for that period. In preparing these financial statements, the Board of Trustees is required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements 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 charity will continue in operation.

The Board of Trustees is responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable it to ensure that the financial statements comply with the Companies Act 2006. It is 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.

In so far as the Board of Trustees is aware:

- there is no relevant audit information of which the company's auditors are unaware; and
- the Board of Trustees has taken all the steps that it ought to have taken to make itself aware of any relevant audit information and to establish that the auditors are aware of that information.

Small company provisions

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

On behalf of the Board of Trustees



Mr R A Smith
Chairperson

5 July 2017

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF GATESHEAD CROSSROADS CARING FOR CARERS

We have audited the financial statements of Gateshead Crossroads Caring for Carers for the year ended 31 March 2017 which comprise the statement of financial activities, including the income and expenditure account, the balance sheet, the statement of cash flows and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charity'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 charity's members those matters we are required to state to them in an auditors' 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 charity and the charity's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of the trustees and the auditors

As explained more fully in the statement of responsibilities of the Board of Trustees, 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.

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

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 (APB'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 Board of Trustees, and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the report of the Board of Trustees 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.

Opinion on the 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 2017, 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.

Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the report of the Board of Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements. In addition, in light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we are required to report if we have identified any material misstatements in the trustees' report. We have nothing to report in this respect.

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
- 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; or
- the Board of Trustees was 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 report of the Board of Trustees.

David Gold BA FCA, Senior Statutory Auditor
For and behalf of Joseph Miller & Co, Statutory Auditors
Floor A, Milburn House, Dean Street, Newcastle upon Tyne, NE1 1LE
5 July 2017

GATESHEAD CROSSROADS CARING FOR CARERS

STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT)

FOR THE YEAR ENDED 31 MARCH 2017

	Note	Unrestricted funds £	Restricted funds £	Total funds 2017 £	Total funds 2016 £
Income from:					
<i>Donations:</i>					
Grants and donations		10,276	235,750	246,026	250,436
<i>Charitable activities:</i>					
Grants and contracts		1,004,282	258,276	1,262,558	1,214,837
Investments		300	-	300	544
Other income		1,415	560	1,975	3,632
Total income	4	1,016,273	494,586	1,510,859	1,469,449
Expenditure on:					
Raising funds		16,284	9,937	26,221	22,556
Charitable activities		903,964	459,283	1,363,247	1,441,893
Total expenditure	5	920,248	469,220	1,389,468	1,464,449
Net income		96,025	25,366	121,391	5,000
Transfers between funds		(348)	348	-	-
Net income and net movement in funds		95,677	25,714	121,391	5,000
Reconciliation of funds					
Total funds brought forward		306,470	180,159	486,629	481,629
Total funds carried forward	9	402,147	205,873	608,020	486,629

There were no recognised gains or losses for the year other than those shown above.

The net income for the year is wholly attributable to the continuing operations of the charity.

The notes on pages 11 to 17 form part of these financial statements.

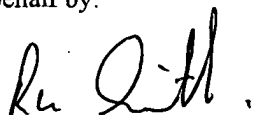
GATESHEAD CROSSROADS CARING FOR CARERS

COMPANY REGISTRATION NUMBER: 3245594

BALANCE SHEET**AS AT 31 MARCH 2017**

	Note	£	2017 £	£	2016 £
Tangible fixed assets	6		41,005		55,873
Current assets					
Debtors	7	70,278		70,439	
Cash at bank and in hand		606,966		444,299	
		<u>677,244</u>		<u>514,738</u>	
Creditors: amounts falling due within one year	8	<u>(110,229)</u>		<u>(83,982)</u>	
Net current assets			567,015		430,756
Net assets			<u>608,020</u>		<u>486,629</u>
Funds of the charity					
Unrestricted income funds	9		402,147		306,470
Restricted income funds	9		205,873		180,159
Total charity funds			<u>608,020</u>		<u>486,629</u>

The financial statements were approved by the Board of Trustees on 5 July 2017 and were signed on its behalf by:



Mr R A Smith
Chairperson

The notes on pages 11 to 17 form part of these financial statements.

GATESHEAD CROSSROADS CARING FOR CARERS

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2017

	Note	2017 £	2016 £
Net cash generated from operating activities	a)	<u>167,737</u>	<u>17,590</u>
Cash flows from investing activities			
Purchase of tangible fixed assets		(5,370)	(9,421)
Interest income		300	544
		<u>(5,070)</u>	<u>(8,877)</u>
Increase in cash		162,667	8,713
Cash at 1 April		444,299	435,586
Cash at 31 March	b)	<u>606,966</u>	<u>444,299</u>

a) Reconciliation of net income to net cash flow from operating activity

Net income	121,391	5,000
Increase in creditors	26,246	96
Decrease / (increase) in debtors	161	(7,119)
Depreciation	19,694	20,157
Loss on disposal of fixed assets	545	-
Interest income shown in investing activities	(300)	(544)
Net cash generated from operating activities	<u>167,737</u>	<u>17,590</u>

b) Analysis of cash changes during the year

Cash with Lloyds Bank Plc	543,837	380,921
Cash with Bank of Scotland Plc	62,510	62,526
Petty cash	619	852
	<u>606,966</u>	<u>444,299</u>

GATESHEAD CROSSROADS CARING FOR CARERS

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2017

1. Legal status of the charity

The charity is a company limited by guarantee and has no share capital. In the event of it being wound up, the maximum liability of each member is £5.

2. Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

(a) Basis of preparation

The financial statements have been prepared under the historical cost convention with items recognised at cost unless otherwise stated. They have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS 102) and the Companies Act 2006.

Gateshead Crossroads Caring for Carers meets the definition of a public benefit entity under FRS 102.

(b) Preparation of the accounts on a going concern basis

The charity has reviewed its future budget forecasts and there is a reasonable expectation that it has adequate resources to continue in operational existence for at least the next twelve months and on this basis, the trustees consider the charity to be a going concern.

(c) Fund structure

The charity has a number of sources of restricted income where funds have been given for a specific purpose and further details are provided in note 9 to the financial statements. Expenditure which meets the specific criteria for each fund is charged to that fund.

All other funds are unrestricted income funds.

(d) Income recognition

All income is included in the statement of financial activities when the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Contract funding and grants are treated as deferred income where:

- received in advance of the period in which they must be used; or
- entitlement is subject to specific performance conditions which have not been fulfilled at the balance sheet date.

(e) Expenditure recognition

Expenditure is recognised when a liability is incurred. Resources expended include attributable VAT which can not be recovered.

Costs of expenditure on raising funds comprise the costs incurred in raising income from grants and donations, together with expenditure on fundraising activities.

Governance costs include those costs incurred in connection with compliance with constitutional and statutory requirements and costs associated with the strategic management of the charity.

Support costs include central services and are allocated to cost categories on the basis of staff costs.

GATESHEAD CROSSROADS CARING FOR CARERS

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2017

(f) Fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation.

Depreciation is calculated to write off the cost less estimated residual value of tangible fixed assets over their expected useful lives as follows:

Leasehold property	- straight line over the lease period
Furniture and fittings	- 15% per annum straight line
Office equipment	- 25% per annum straight line

(g) Cash at bank

Cash at bank includes a business account, a call account and a treasurers account, all of which are instant access.

(h) Creditors and provisions

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

(i) Financial instruments

The charity only has financial instruments and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially measured at transaction value and subsequently measured at their settlement value.

3. Net income

	2017 £	2016 £
Net income for the year is stated after charging:		
Audit and accountancy services:		
Audit services	2,880	2,880
Accountancy services	6,120	6,696
Depreciation of tangible fixed assets	19,694	20,157

4. Total income

	Grants and donations	Grants and contracts	Investment income	Other income	Total 2017	Total 2016
General Fund	8,790	35,535	300	1,415	46,040	43,552
Care Service	1,484	1,016,723	-	-	1,018,207	972,292
Community Service	6,237	98,952	-	-	105,189	106,824
Young Carers	229,515	111,348	-	560	341,423	346,781
	246,026	1,262,558	300	1,975	1,510,859	1,469,449

GATESHEAD CROSSROADS CARING FOR CARERS

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2017

5. Total expenditure	Raising funds	Charitable activities	Governance costs	Total 2017	Total 2016
	£	£	£	£	£
Direct costs					
Staff costs	-	651,224	-	651,224	683,476
Travelling expenses	-	41,001	-	41,001	37,421
Activity costs	-	233,265	-	233,265	265,915
Other costs	-	52,584	3,043	55,627	81,063
Depreciation	-	18,447	-	18,447	18,912
Audit fees	-	-	2,880	2,880	2,880
Accountancy fees	-	-	1,440	1,440	1,440
Allocated support costs					
Staff costs	22,784	254,604	17,491	294,879	278,575
Office costs	3,437	78,703	2,638	84,778	88,266
Depreciation	-	1,247	-	1,247	1,245
Accountancy fees	-	4,680	-	4,680	5,256
Total resources expended	26,221	1,335,755	27,492	1,389,468	1,464,449

Governance costs 27,492

Total expenditure on charitable activities 1,363,247

Expenditure on charitable activities:	Direct costs	Support costs	Total 2017	Total 2016
	£	£	£	£
Care Service	743,390	190,258	933,648	961,726
Community Service	83,850	22,087	105,937	107,912
Young Carers	169,281	126,889	296,170	343,462
	996,521	339,234	1,335,755	1,413,100

Staff costs:	2017	2016
	£	£
Wages and salaries	886,829	904,843
Social security costs	59,274	57,208
	946,103	962,051

GATESHEAD CROSSROADS CARING FOR CARERS

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2017

5. Total expenditure (continued)

The average number of employees for the year, analysed by function was as follows:

	No.	No.
Care Service	36	36
Community Service	6	6
Young Carers	12	13
Project support	5	6
	<u>59</u>	<u>61</u>

The charity considers its key management personnel comprise the Chief Executive and the Corporate Affairs Manager.

The total employment benefits of the key management personnel were £75,120 (2016: £73,910).

None of the trustees received any emoluments during the year.

The aggregate amount of expenses reimbursed to the trustees during the year was £nil (2016: £nil).

The number of trustees reimbursed for travelling expenses was nil (2016: nil).

No employees received remuneration above £60,000.

6. Tangible fixed assets

	Leasehold property	Furniture and fittings	Office equipment	Total
Cost	£	£	£	£
At 1 April 2016	72,520	37,926	60,571	171,017
Additions	-	340	5,030	5,370
Disposals	-	(1,766)	(23,536)	(25,302)
At 31 March 2017	<u>72,520</u>	<u>36,500</u>	<u>42,065</u>	<u>151,085</u>
Depreciation				
At 1 April 2016	36,123	25,535	53,486	115,144
Charge for year	12,808	2,919	3,967	19,694
On disposals	-	(1,278)	(23,480)	(24,758)
At 31 March 2017	<u>48,931</u>	<u>27,176</u>	<u>33,973</u>	<u>110,080</u>
Net book value				
At 31 March 2017	<u>23,589</u>	<u>9,324</u>	<u>8,092</u>	<u>41,005</u>
At 31 March 2016	<u>36,397</u>	<u>12,391</u>	<u>7,085</u>	<u>55,873</u>

GATESHEAD CROSSROADS CARING FOR CARERS

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2017

7. Debtors	2017	2016
	£	£
Contract income receivable	28,525	47,566
Prepayments	15,301	1,609
Accrued income	24,906	21,264
Other debtors	1,546	-
	<u>70,278</u>	<u>70,439</u>

8. Creditors: amounts falling due within one year	2017	2016
	£	£
Trade creditors	804	1,161
Other taxation and social security	14,503	13,403
Other creditors	7,665	10,370
Accruals	67,257	59,049
Deferred income	20,000	-
	<u>110,229</u>	<u>83,983</u>

9. Funds

	At 1 April 2016	Movement in funds			At 31 March 2017
	£	Income £	Expenditure £	Transfers £	£
Restricted funds					
General Fund	31,488	13,788	(15,002)	(1,178)	29,096
Care Service	22,364	34,188	(39,293)	-	17,259
Community Service	26,656	105,188	(108,817)	-	23,027
Young Carers	99,651	341,422	(306,108)	1,526	136,491
	<u>180,159</u>	<u>494,586</u>	<u>(469,220)</u>	<u>348</u>	<u>205,873</u>
Unrestricted funds					
General Fund	100,159	32,253	(30,678)	100,000	201,734
Care Service	206,311	984,020	(889,570)	(100,348)	200,413
Community Service	-	-	-	-	-
Young Carers	-	-	-	-	-
	<u>306,470</u>	<u>1,016,273</u>	<u>(920,248)</u>	<u>(348)</u>	<u>402,147</u>
Total funds	<u>486,629</u>	<u>1,510,859</u>	<u>(1,389,468)</u>	<u>-</u>	<u>608,020</u>

GATESHEAD CROSSROADS CARING FOR CARERS

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2017

9. Funds (*continued*)

Unrestricted funds:

Income for the year includes £362,511 mainstream funding from Gateshead Council for the charity's care service.

Funding of £253,298 was received from various sources in respect of spot purchase.

"Take a Break" services funding received from Newcastle Gateshead Clinical Commissioning Group amounted to £366,726.

Restricted funds:

Income for the year includes the following:

- CQUINN funding of £13,788 from the Newcastle Gateshead Clinical Commissioning Group for innovation and quality

Care Service

- Newcastle Gateshead Clinical Commissioning Group funding of £28,128 for the Crossroads Intensive Support Service

- Newcastle Gateshead Clinical Commissioning Group funding of £6,060 towards an adult mental health service

Community Service

- Newcastle Gateshead Clinical Commissioning Group funding of £80,500 for a primary care worker and towards an adult mental health service

- £18,452 from Gateshead Council for benefits advice

- £5,000 from Gateshead Council Capacity Building funding

Young Carers

- £30,000 from Gateshead Council for an assessment service

- £9,037 from Gateshead Council for a Young Carers manager

- Funding of £154,002 from the Big Lottery Fund towards the Young Carers service

- £70,311 for "Take a Break" services to Young Carers

- BBC Children in Need funding of £17,975 to fund activities, an activity worker and a homework club

- £30,000 from Garfield Weston Foundation towards the Support Within School & Mentoring Programme

- £4,070 from Chris Ramsey towards the Young Carers activities

- £2,600 from Community Foundation Pea Green Boat Community towards the Mums Who Lunch project

- £5,000 from Zurich Community Trust towards activity workers and the events programme

- £5,000 from The Barbour Foundation towards Young Carer Support Within School & Mentoring Programme

- £5,000 from Christ's Hospital in Sherburn towards the Young Carers salaries, travel and activities

- Grants and donations of £2,949 from various sources towards the Young Carers service

GATESHEAD CROSSROADS CARING FOR CARERS

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2017

10. Analysis of net assets between funds

	Tangible fixed assets	Net current assets	Total 2017
	£	£	£
Restricted funds			
General Fund	15,869	13,227	29,096
Care Service	3	17,256	17,259
Community Service	4,158	18,869	23,027
Young Carers	1,835	134,656	136,491
	<u>21,865</u>	<u>184,008</u>	<u>205,873</u>
Unrestricted funds			
General Fund	15,738	185,996	201,734
Care Service	3,402	197,011	200,413
Community Service	-	-	-
Young Carers	-	-	-
	<u>19,140</u>	<u>383,007</u>	<u>402,147</u>
Total funds	<u>41,005</u>	<u>567,015</u>	<u>608,020</u>

11. Operating leases

The total future minimum lease payments under non-cancellable operating leases are as follows:

	2017 £	2016 £
Not later than 1 year	22,902	22,902
Later than 1 year and not later than 5 years	<u>20,676</u>	<u>42,426</u>
	<u>43,578</u>	<u>65,328</u>

SUMMARY INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2017

	Actual 2017 £	Budget 2017 £	Actual 2016 £
Income			
Contract funding	1,262,558	1,389,977	1,214,837
Grants, donations and fundraising	246,026	17,975	250,436
Bank interest	300	550	544
Other income	1,975	5,150	3,632
	<u>1,510,859</u>	<u>1,413,652</u>	<u>1,469,449</u>
Expenditure			
Care support worker salary costs	404,318	416,779	410,967
Office salary costs	542,152	562,324	551,084
Travelling expenses	41,001	35,736	37,422
Holidays, activities and outings	66,622	76,264	84,836
Take a break costs	173,429	253,000	190,098
Rent and rates	19,680	20,897	20,468
Heat and light	7,303	8,295	9,102
Telephone	9,341	10,112	9,654
Staff recruitment	971	4,472	1,260
Training	5,202	10,266	18,008
Printing, stationery, books and publications	15,827	16,690	17,791
Advertising and publicity	5,778	3,600	5,160
Insurance	15,110	12,748	12,586
Legal and professional fees	5,964	200	4,010
Audit and accountancy	9,000	7,830	9,577
Computer maintenance	17,609	11,312	15,355
Repairs and maintenance	4,907	6,942	18,226
Cleaning	4,829	2,152	3,474
Bank charges	1,710	1,264	1,330
Affiliation fees	6,054	7,514	10,916
Meeting and annual report costs	4,833	2,110	2,691
Bad debts written off	635	-	2,243
Sundries and subscriptions	6,955	21,680	8,036
Loss on disposal of fixed assets	544	-	-
Depreciation	6,886	6,340	8,770
Amortisation of leasehold property	12,808	11,385	11,385
	<u>1,389,468</u>	<u>1,509,912</u>	<u>1,464,449</u>
Surplus / (deficit) for the year	121,391	<u>(96,260)</u>	5,000
Funds brought forward	486,629		481,629
Funds carried forward	<u>608,020</u>		<u>486,629</u>
Budgeted deficit		(2,001)	
Additional costs allocated to surpluses brought forward		(94,259)	
		<u>(96,260)</u>	

OVERHEAD COSTS

FOR THE YEAR ENDED 31 MARCH 2017

	2017 £	2016 £
Expenditure		
Rent and rates	12,496	12,688
Heat and light	5,793	7,321
Volunteer expenses	90	127
Repairs and maintenance	3,288	9,382
Cleaning	2,992	1,954
Insurance	14,732	12,215
Telephone	7,557	7,587
Training	680	1,032
Printing, postage and stationery	14,448	15,454
Advertising and publicity	-	366
Computer software and maintenance	13,325	11,927
Sundries and subscriptions	1,673	1,194
Bad debts written off	-	-
Bank charges	1,503	1,157
Affiliation fees	6,026	9,648
Legal and professional fees	250	-
Accountancy fees	9,000	9,576
Meeting and annual report costs	2,967	1,067
Amortisation of leasehold property	1,247	1,245
	<hr/> 98,067 <hr/>	<hr/> 103,940 <hr/>

Allocated on the basis of income as follows:

Care Service	71,001	73,252
Community Service	7,453	6,173
Young Carers	19,613	24,515
	<hr/> 98,067 <hr/>	<hr/> 103,940 <hr/>

FUND BALANCES

FOR THE YEAR ENDED 31 MARCH 2017

	Department	Funds brought forward £	Surplus (deficit) for year £	Transfers of funds £	Funds carried forward £	
General Fund						
General Fund	1	82,350	7,694	100,000	190,044	U
House	2	17,809	(6,119)	-	11,690	U
House	2	24,623	(8,754)	-	15,869	R
CQUINN	3	6,865	7,540	(1,178)	13,227	R
		131,647	361	98,822	230,830	
Care Service						
Children with Disabilities Team	21	-	(2,292)	2,292	-	U
CISS	25	10,277	(786)	-	9,491	R
Take a Break	26	168,881	68,555	(100,000)	137,436	U
Adult Mental Health	27	12,087	(4,319)	-	7,768	R
Kites Rise Short Breaks	29	631	391	(1,022)	-	U
Bridge the GAP	30	-	1,064	(1,064)	-	U
CCG Spot Purchase	36	-	206	(206)	-	U
GC Spot Purchase	37	-	(1,998)	1,998	-	U
Individuals Spot Purchase	38	-	(2,022)	2,022	-	U
Community Assistance Adults	39	-	(118)	118	-	U
Social Services Main Contract	41	36,799	30,664	(4,486)	62,977	U
		228,675	89,345	(100,348)	217,672	
Community Service						
Primary Care	11	-	(1,355)	-	(1,355)	R
Trusts	12	5,989	46	-	6,035	R
Community Assistance	14	-	-	-	-	R
Benefits Advice	15	2,811	(759)	-	2,052	R
Mental Health Workers	18	17,856	(1,561)	-	16,295	R
		26,656	(3,629)	-	23,027	
Young Carers						
Assessment Service	50	4,328	(1,085)	-	3,243	R
Core Contract	51	-	(1,526)	1,526	-	R
Big Lottery	55	4,892	(4,068)	-	824	R
Macmillan	56	168	(3)	-	165	R
Children in Need	57	2,445	(2,620)	-	(175)	R
Pathfinder	58	10,029	(4,114)	(979)	4,936	R
Trusts	65	25,900	33,672	979	60,551	R
Take a Break Young Carers	105	51,889	15,058	-	66,947	R
		99,651	35,314	1,526	136,491	
Total funds						
		486,629	121,391	-	608,020	
Unrestricted		306,470	96,025	(348)	402,147	U
Restricted		180,159	25,366	348	205,873	R
		486,629	121,391	-	608,020	