

REGISTERED COMPANY NUMBER: 03458723 (England and Wales)
REGISTERED CHARITY NUMBER: 1090289

**Report of the Trustees and
Audited Financial Statements for the Year Ended 31 March 2019
for
GLOUCESTERSHIRE YOUNG CARERS PROJECT**

Haines Watts Worcester Audit Limited
Suite 1A Shire Business Park
Wainwright Road
Worcester
WR4 9FA



GLOUCESTERSHIRE YOUNG CARERS PROJECT

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GLOUCESTERSHIRE YOUNG CARERS PROJECT

Report of the Trustees for the year ended 31 March 2019

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2019. The trustees have adopted the provisions of 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).

The trustees have had due regard to the guidance published by the Charities Commission on public benefit.

OBJECTIVES AND ACTIVITIES

Objectives and aims

The organisation provides services for children and young people up to 25 years. A Young Carers Forum has been established to ensure that their views are appropriately and properly heard.

Objectives (as set out in the Memorandum of Association) are:

1. For the public benefit, to relieve the stresses experienced by Young Carers and (therefore) people with physical, mental or sensory impairment within the family or home.
2. To educate the public about the needs of Young Carers
3. To promote the development of appropriate support services

Public Benefit:

The Trustees have due regard to the guidance on public benefit published by the Charity Commission and believe the objectives meet this guidance and that the activities support the objectives.

Significant activities

The Objectives are achieved through a range of services. These include assessment of need, development of a support plan and referral into services provided by GYC and/or partner agencies. GYC services include specialist groups addressing the needs of the more vulnerable young carers; short breaks and recreational activities for young carers, which also offer emotional support and confidence-raising opportunities. GYC works with agencies to ensure young carers are identified and supported within all settings. Young carers work with staff to raise public awareness, to develop services within Gloucestershire Young Carers and to influence service provision within the statutory and voluntary sectors, community groups, corporate sector and the general public.

Grantmaking

No grants, either to individuals or groups, are currently made by the organisation.

Volunteers

Paid staff (3 full-time and 25 part-time) are supported by more than 75 volunteers (as drivers, support to respite group workers, fundraisers and trustees).

GLOUCESTERSHIRE YOUNG CARERS PROJECT

Report of the Trustees for the year ended 31 March 2019

ACHIEVEMENT AND PERFORMANCE

Gloucestershire Young Carers (GYC) works with and for children and young people who have caring responsibilities within their families. Our aim is that young carers should have the same opportunities as their peers and should not be disadvantaged by their family circumstances.

GYC is a development organisation, guided by the voice of young people. Participation is at the core of our work whether through our established young carer forums and groups or on an individual basis.

Our vision is that all young carers will enjoy their childhood and experience positive transition to adulthood.

Our mission is to support and enable young carers to build resilience and to achieve their aspirations.

Our strategic goals are to:

- promote young carers as experts by lived experience, empowering them to participate in opportunities to influence internal and external service development;
- develop and deliver high quality services which minimise the impact of caring and place young carers at the centre of a holistic approach;
- improve early identification and response to young carers wherever they come into contact with services;
- be a robust, value led organisation. A well-established, supportive employer with a respected reputation. To be the organisation of choice.

Our core services include:

- Assessment of need and development of individual support plans, taking a whole family approach accessing support for the cared for
- Young person friendly information, advice and guidance
- Wellbeing groups – Caring Counts, our universal delivery to young carers 11+.
- Participation including young carer forums, consultations, co-production of resources and awareness raising workshops, young carer representation on steering groups
- Goal-led one to one support addressing individual issues
- Group support and respite breaks providing positive opportunities and activities and reducing feelings of isolation
- Specialist targeted services for young people caring for someone with addiction problems and/or mental illness
- Young Adult Carer Service: one to one and group support for young adult carers (16 to 24 years)
- Partnership working in delivering services to young carers
- Supporting statutory and voluntary agencies and community networks to improve their response to young carers by sharing information and good practice
- Influencing policy development and practice locally and nationally by sharing information, experience and good practice.

Our services are strengths-based and underpinned by the evidence based Five Ways to Wellbeing.

The Challenge

Young carers face widespread inequality in relation to education, employment, mental health, social inclusion and relationships compared to their non-caring peers. Research indicates that 1 in 20 young carers miss school and are more likely to end up not in education, employment or training; young carers are more likely to self-harm and witness domestic violence; children whose parents have a mental illness have a 41–77% risk of developing a mental illness without support; 44% of young adult carers report having a mental health problem (twice the national average). In the Gloucestershire on-line pupil survey 2018 the proportion of students who reported low mental health was statistically higher for young carers than for their non-carer peers.

GLOUCESTERSHIRE YOUNG CARERS PROJECT

Report of the Trustees for the year ended 31 March 2019

ACHIEVEMENT AND PERFORMANCE

Research indicates that 1 in 5 secondary school children have a caring role within the family and 1 in 12 secondary school children take on moderate or high caring roles. The latter would equate to around 7,000 young people in primary and secondary schools in Gloucestershire.

Overview of the Year

GYC received 257 new referrals during 2018/2019, and at the end of March 2018 was engaged with 1085 young carers, aged from 5 to 25 years. 448 young carers received direct support through group and 1:1 delivery.

Highlights of the year include:

- **Launch of Mosquito Mission** – *'If you think you are too small to make a difference try sleeping in a room with a mosquito'* (Dalai Lama).

A group of young carers working with agencies helping them understand the challenges faced by young carers affected by parental addiction and how best to identify and support them.

After the initial sessions 86% of student social workers, 72% Police Community Support Officers and 93% of Constabulary Safeguarding Officers reported having a better understanding.

'This session has helped a lot. During the past 2 years there has only been a few classes that have left an impact on me. This was one!' (Social Work Student)

- **Delivery of the 5th Young Carers Annual Twilight Conference**

19 young carers co-produced the conference with GYC staff, acting as co-chair and planning and running the workshops. 67 delegates attended from schools and colleges, health and social care services and from both the statutory and voluntary and community sectors. The delegates ranged from people working directly with families to directors of services.

'The workshop was one of the most inspiring, refreshing conversations I've been involved in for a very long time' (Delegate)

'My work with GYC has allowed me the opportunity to carefully explain and help professionals understand the impact they have on young people, and the impact young people can have on them. It's a two-way stream that no level of authority should undermine because working together and valuing each other creates the best outcome' (Young carer facilitating at the conference)

- **Young Carers Awareness Day (YCAD)**

YCAD in January saw a widespread awareness raising campaign across Gloucestershire to professionals and the public, supported through social media. Using the theme #CareforMeToo, focussing on the mental health of young carers, over 1000 people were reached.

- Two young carers were supported in delivering a workshop at the national **Skills for Care and NTDi (National Development Team for Inclusion) Co-production conference in London.**

- Three young adult carers were supported to take on the role of **NHS Health Champions** with NHS England informing the development of NHS procedures to support young carers.

- **Young Carers groups** ran throughout the county – 19 groups in 13 localities enabling 370 young carers to access a respite activity group.

GLOUCESTERSHIRE YOUNG CARERS PROJECT

Report of the Trustees for the year ended 31 March 2019

ACHIEVEMENT AND PERFORMANCE

- **Day activities:** 16 day activities supporting 254 young carers, including sailing, archery, climbing, arts and crafts, Bushcraft, theme park trips, pantomime and flying.
- **'YAC Futures'** was supported by 16 local businesses and organisations and attended by 30 young adult carers (16 to 24). Workshops and 'speed dating' enabled participants to explore career options and gain life skills, e.g. financial planning.
- Well-being group– 75 young carers attended **Caring Counts** groups or residential weekend

'It was a brilliant. mindful & insightful weekend' (young adult carer)

'It is an awesome programme that allows you to have fun and meet cool people - It was the best thing I have ever done' (young adult carer)

- Work supporting young carers affected by parental addiction included two **Children and Parent day (CaP day)**

'It was a fantastic opportunity to spend quality, undisturbed time together. Didn't realise how much we lack the chance to do so' (parent- CAP day)

'.....it (CaP day) lets you try new things and become closer to your parents.' (young carer)

- **'Us Too'** – well-being group for young carers caring for a family member with mental ill health – 2 programmes held for 16 young carers. 88% reported that it helped them to understand more about mental health and mental illness and made them more confident about talking about it; helped them to think about how to cope with difficult things and feelings.

'it's helped me because my dad is happier that I explain to him about it (mental ill health). It's not his or my fault and it's not my job to fix it.' (young carer)

- **Young carers school leads** established in all secondary schools and the majority of primary schools in the county. Overall 292 leads maintained in 234 education establishments.

Internal and External Factors

2018/2019 has seen GYC successfully complete delivery against contracts with Gloucestershire County Council and Gloucestershire Clinical Commissioning Group supporting carers. During 2018 commissioned services to carers in Gloucestershire were retendered. GYC was successful in its bid and was awarded the contract to deliver services to young carers and young adult carers from April 2019. The contract is for five years with a possible two rollovers of 2 years each.

The Board of Trustees continues with its strategy of diversifying funding through a comprehensive fundraising strategy:

- adding value to, and extending the services delivered to young carers and their families
- maintaining and expanding our specialist and innovative delivery
- increasing the organisation's financial robustness.

This is delivered through a small fundraising team working in conjunction with senior managers. The engagement of volunteers, interns, corporates and community groups are crucial to the delivery of this strategy.

GLOUCESTERSHIRE YOUNG CARERS PROJECT

Report of the Trustees for the year ended 31 March 2019

GYC continues to maintain a highly skilled and dedicated workforce and ensures that members of staff have access to a raft of training that maintains and improves their expertise. A robust organisation infrastructure and good governance is delivered via sub-committees that report to the Board of Trustees. Members of the Board include representatives with backgrounds at high level in social care, health, children legal services, mental health services, and finance. GYC has held the quality mark PQASSO (now renamed Trusted Charity) Level 2 for the past 6 years and will be renewing during 2019. The award is moderated by NVCO.

FINANCIAL REVIEW

The Trustees continue with the view that the total reserves including restricted and unrestricted should strive to be close to 6 months operating costs. This will provide security of service provision in what still continues to be a volatile funding environment.

We continue to successfully deliver the young carers and young adult carers contracts with Gloucestershire County Council and Gloucestershire Clinical Commissioning Group. GYC was successful in its bid to deliver these services for a further five years from April 2019 which provides an element of financial stability. GYC continues to diversify its funding base and pro-actively seeks to further extend the sources of funding in the coming year. Funders this year also include local authorities (at District and Town Council levels), BBC Children In Need, Lloyds Bank Foundation, Paul Hamlyn Foundation and other local charitable trusts and foundations, local businesses, local fund-raising charities, community groups and individual donations.

During the year reserves were maintained on 6 month fixed term deposit accounts to provide a small amount of interest whilst ensuring sufficient access to meet contingencies.

Overall, the trustees consider the current financial state of affairs to be satisfactory given the current economic climate but are conscious of the need to keep all funding options and all service provision under review.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The organisation is a company limited by guarantee, incorporated on 31st October 1997 and registered as a charity on 29th January 2002. The company was established under a Memorandum of Association, which established the objects and powers of the company and is governed under its Articles of Association. In the event of the company being wound up, members are required to contribute an amount not exceeding £1.

Recruitment and appointment of new trustees

The Trustees of the charity form the Management Committee of Gloucestershire Young Carers. The Management Committee may co-opt up to 4 additional members, who are not trustees. Additional trustees can be appointed by the Management Committee.

Organisational structure

The Management Committee set the budget, approve policies and procedures, and approve any changes to the range of services provided. As well as quarterly Management Committee meetings, a sub-committee structure continues to cover areas such as governance, finance, fund-raising and partnerships, and participation. In addition, strategic planning sessions are held annually. The day to day running of the project (including the management of staff) is delegated to the Leadership Team (of four senior members of staff), who provide verbal and written reports to the Management Committee at regular intervals.

Induction and training of new trustees

All Trustees are subject to DBS checks. All Trustees have access to training provided for the Voluntary and Community sector. There is a written policy/procedure on the recruitment and induction of Trustees which includes visits to the office, meetings with staff, and observation of activities and meetings with young carers.

GLOUCESTERSHIRE YOUNG CARERS PROJECT

Report of the Trustees for the year ended 31 March 2019

The Management Committee continues to keep under review the expertise and experience contained within its membership and has successfully broadened its skill mix and experience this year.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

03458723 (England and Wales)

Registered Charity number

1090289

REFERENCE AND ADMINISTRATIVE DETAILS

Registered office

7 Twigworth Court Business Centre
Twigworth
Gloucester
Gloucestershire
GL2 9PG

Trustees

Mrs E R Brain (resigned 24/04/2019)
D Dungworth
Mrs J Fox (resigned 18/04/2018)
Mrs K Green (resigned 07/11/2018)
Mrs J Mapplebeck
Mrs R Parish
D Perry
Mrs L A Straughan
M N G Waddington
P Winterbottom
A Deeks (appointed 16/07/2019)

Auditors

Haines Watts Worcester Audit Limited
Suite 1A Shire Business Park
Wainwright Road
Worcester
WR4 9FA

Operations Lead

Ele Semadeni

GLOUCESTERSHIRE YOUNG CARERS PROJECT

Report of the Trustees for the year ended 31 March 2019

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees (who are also the directors of Gloucestershire Young Carers Project for the purposes of company law) are responsible for preparing the Report of the 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 trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- 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 charitable 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 charitable 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

STATEMENT AS TO DISCLOSURE OF INFORMATION TO AUDITORS


So far as the trustees are aware, there is no relevant information (as defined by Section 418 of the Companies Act 2006) of which the charitable company's auditors are unaware, and each trustee has taken all the steps that they ought to have taken as a trustee in order to make them aware of any audit information and to establish that the charitable company's auditors are aware of that information.

So far as the trustees are aware:

- there is no relevant information of which the charitable company's auditors are unaware.
- each trustee has taken all the steps that they ought to have taken as a trustee in order to make themselves aware of any audit information and to establish that the charitable company's auditors are aware of that information.

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

Approved by order of the board of trustees on 6th November 2019 and signed on its behalf by:


Mr D Perry - Trustee

Report of the Independent Auditors to the Members of Gloucestershire Young Carers Project

Opinion

We have audited the financial statements of Gloucestershire Young Carers Project (the 'charitable company') for the year ended 31 March 2019 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. 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).

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 2019 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and the provisions available for small entities, in the circumstances set out in note 18 to the financial statements, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

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

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

**Report of the Independent Auditors to the Members of
GLOUCESTERSHIRE YOUNG CARERS PROJECT**

Matters on which we are required to report by exception

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

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 trustees were not entitled to take advantage of the small companies exemption from the requirement to prepare a Strategic Report or in preparing the Report of the Trustees.

Responsibilities of trustees

As explained more fully in the Statement of Trustees Responsibilities, 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, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

Our responsibilities for the audit of the financial statements

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

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

Use of our report

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 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 charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



John H Painter (Senior Statutory Auditor)
for and on behalf of Haines Watts Worcester Audit Limited
Suite 1A Shire Business Park
Wainwright Road
Worcester
WR4 9FA

Date: 6 November 2019

GLOUCESTERSHIRE YOUNG CARERS PROJECT

Statement of Financial Activities for the year ended 31 March 2019

		Unrestricted funds £	Restricted funds £	2019 Total funds £	2018 Total funds £
	Notes				
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	102,517	7,344	109,861	161,547
Charitable activities	5				
Support and activities for young carers		408,508	131,697	540,205	474,481
Other trading activities	3	5,036	-	5,036	3,819
Investment income	4	<u>1,223</u>	<u>-</u>	<u>1,223</u>	<u>753</u>
Total		517,284	139,041	656,325	640,600
 EXPENDITURE ON					
Charitable activities	6				
Support and activities for young carers		<u>537,543</u>	<u>140,184</u>	<u>677,727</u>	<u>674,138</u>
NET INCOME/(EXPENDITURE)		(20,259)	(1,143)	(21,402)	(33,538)
Transfers between funds	16	<u>(1,000)</u>	<u>1,000</u>	<u>-</u>	<u>-</u>
Net movement in funds		(21,259)	(143)	(21,402)	(33,538)
 RECONCILIATION OF FUNDS					
Total funds brought forward		308,620	10,052	318,672	352,210
 TOTAL FUNDS CARRIED FORWARD		<u>287,361</u>	<u>9,909</u>	<u>297,270</u>	<u>318,672</u>

The notes form part of these financial statements


GLOUCESTERSHIRE YOUNG CARERS PROJECT

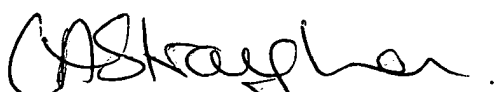
Balance Sheet At 31 March 2019

		Unrestricted funds	Restricted funds	2019 Total funds	2018 Total funds
	Notes	£	£	£	£
FIXED ASSETS					
Tangible assets	12	4,771	94	4,865	7,015
CURRENT ASSETS					
Debtors	13	2,537	-	2,537	6,483
Cash at bank and in hand		<u>328,160</u>	<u>20,361</u>	<u>348,521</u>	<u>341,717</u>
		330,697	20,361	351,058	348,200
CREDITORS					
Amounts falling due within one year	14	(48,107)	(10,546)	(58,653)	(36,543)
NET CURRENT ASSETS		<u>282,590</u>	<u>9,815</u>	<u>292,405</u>	<u>311,657</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>287,361</u>	<u>9,909</u>	<u>297,270</u>	<u>318,672</u>
NET ASSETS		<u>287,361</u>	<u>9,909</u>	<u>297,270</u>	<u>318,672</u>
FUNDS	16				
Unrestricted funds				287,361	308,620
Restricted funds				<u>9,909</u>	<u>10,052</u>
TOTAL FUNDS				<u>297,270</u>	<u>318,672</u>

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees on 6th November 2019 and were signed on its behalf by:


Mr D Perry -Trustee


Mrs L A Straughan -Trustee

The notes form part of these financial statements

GLOUCESTERSHIRE YOUNG CARERS PROJECT

Cash Flow Statement for the year ended 31 March 2019

	Notes	2019 £	2018 £
Cash flows from operating activities:			
Cash generated from operations	1	<u>5,581</u>	<u>(63,696)</u>
Net cash provided by (used in) operating activities		<u>5,581</u> £	<u>(63,696)</u>
Cash flows from investing activities:			
Interest received		<u>1,223</u>	<u>753</u>
Net cash provided by (used in) investing activities		<u>1,223</u>	<u>753</u>
		<u> </u>	<u> </u>
Change in cash and cash equivalents in the reporting period		6,804	(62,943)
Cash and cash equivalents at the beginning of the reporting period		<u>341,717</u>	<u>404,660</u>
Cash and cash equivalents at the end of the reporting period		<u><u>348,521</u></u>	<u><u>341,717</u></u>

The notes form part of these financial statements

GLOUCESTERSHIRE YOUNG CARERS PROJECT

Notes to the Cash Flow Statement for the year ended 31 March 2019

1. RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2019 £	2018 £
Net income/(expenditure) for the reporting period (as per the statement of financial activities)	(21,402)	(33,538)
Adjustments for:		
Depreciation charges	1,621	2,352
Loss on disposal of fixed assets	531	-
Interest received	(1,223)	(753)
Decrease in debtors	3,944	2,940
Increase/(decrease) in creditors	<u>22,110</u>	<u>(34,697)</u>
Net cash provided by (used in) operating activities	<u>5,581</u>	<u>(63,696)</u>

GLOUCESTERSHIRE YOUNG CARERS PROJECT

Notes to the Financial Statements for the year ended 31 March 2019

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified 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.

Allocation and apportionment of costs

Activities for young carers and associated transport costs are shown as direct costs, in addition to a relevant apportionment of wages. All other wages and overheads are shown as support costs.

Tangible fixed assets

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

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

Taxation

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

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. ¹

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

GLOUCESTERSHIRE YOUNG CARERS PROJECT

Notes to the Financial Statements - continued for the year ended 31 March 2019

1. ACCOUNTING POLICIES - continued

Gifts in kind and donated services

Assets donated for use by the charity are treated as donations and capitalised at a value equivalent to the market value at the date of the donation. Donated services are not included in the financial statements but are much appreciated by the charity as shown in the trustees report.

2. DONATIONS AND LEGACIES

	2019 £	2018 £
Donations	95,072	105,296
Other income	2,271	5,317
Grants	<u>12,518</u>	<u>50,934</u>
	<u>109,861</u>	<u>161,547</u>

Grants received, included in the above, are as follows:

	2019 £	2018 £
Other grants	<u>12,518</u>	<u>50,934</u>

3. OTHER TRADING ACTIVITIES

	2019 £	2018 £
Book sales	233	1,041
Room hire	<u>4,803</u>	<u>2,778</u>
	<u>5,036</u>	<u>3,819</u>

4. INVESTMENT INCOME

	2019 £	2018 £
Deposit account interest	<u>1,223</u>	<u>753</u>

5. INCOME FROM CHARITABLE ACTIVITIES

	Activity	2019 £	2018 £
Grants	Support and activities for young carers	<u>540,205</u>	<u>474,481</u>

GLOUCESTERSHIRE YOUNG CARERS PROJECT

Notes to the Financial Statements - continued for the year ended 31 March 2019

5. INCOME FROM CHARITABLE ACTIVITIES - continued

Grants received, included in the above, are as follows:

	2019	2018
	£	£
BBC Children in Need	32,879	32,566
Lloyds Bank Foundation	5,335	-
Carers Gloucestershire	408,618	412,034
St James Place Foundation	-	16,292
Gloucestershire Community Foundation		
Youth Social Action Fund	5,000	5,000
Forest of Dean DC	1,000	3,089
Police & Crime Commissioner	3,500	5,500
Mid-Counties	2,577	-
Paul Hamlyn foundation	27,900	-
Global Make some Noise	37,782	-
GIS Europe	3,000	-
Tesco Bag of Help	2,588	-
Zurich Community Trust	6,964	-
Primrose Trust	3,062	-
	<u>540,205</u>	<u>474,481</u>

6. CHARITABLE ACTIVITIES COSTS

	Direct costs	Support costs (See note 7)	Totals
	£	£	£
Support and activities for young carers	<u>493,745</u>	<u>183,982</u>	<u>677,727</u>

7. SUPPORT COSTS

	Management	Finance	Governance costs	Totals
	£	£	£	£
Support and activities for young carers	<u>176,428</u>	<u>154</u>	<u>7,400</u>	<u>183,982</u>

8. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2019	2018
	£	£
Auditors' remuneration	6,145	5,850
Depreciation - owned assets	1,620	2,352
Other operating leases	4,200	5,100
Deficit on disposal of fixed asset	<u>531</u>	<u>-</u>

GLOUCESTERSHIRE YOUNG CARERS PROJECT

Notes to the Financial Statements - continued for the year ended 31 March 2019

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2019 nor for the year ended 31 March 2018.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2019 nor for the year ended 31 March 2018.

10. STAFF COSTS

	2019 £	2018 £
Wages and salaries	459,640	441,237
Social security costs	35,101	37,213
Other pension costs	<u>11,779</u>	<u>9,591</u>
	<u>506,520</u>	<u>488,041</u>

The average monthly number of employees during the year was as follows:

	2019	2018
Support staff	<u>28</u>	<u>27</u>

No employees received emoluments in excess of £60,000.

The above figure includes wages and salaries costs for both support staff and direct service staff.

11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	161,397	150	161,547
Charitable activities			
Support and activities for young carers	412,034	62,447	474,481
Other trading activities	3,819	-	3,819
Investment income	<u>753</u>	<u>-</u>	<u>753</u>
Total	578,003	62,597	640,600
EXPENDITURE ON			
Charitable activities			
Support and activities for young carers	<u>597,192</u>	<u>76,946</u>	<u>674,138</u>
Total	597,192	76,946	674,138
NET INCOME/(EXPENDITURE)	(19,189)	(14,349)	(33,538)

GLOUCESTERSHIRE YOUNG CARERS PROJECT

**Notes to the Financial Statements - continued
for the year ended 31 March 2019**

11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted funds £	Restricted funds £	Total funds £
Transfers between funds	<u>(1,000)</u>	<u>1,000</u>	<u>-</u>
Net movement in funds	(20,189)	(13,349)	(33,538)
RECONCILIATION OF FUNDS			
Total funds brought forward	328,809	23,401	352,210
TOTAL FUNDS CARRIED FORWARD	<u>308,620</u>	<u>10,052</u>	<u>318,672</u>

12. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1 April 2018	22,178	30,849	53,027
Disposals	<u>-</u>	<u>(7,907)</u>	<u>(7,907)</u>
At 31 March 2019	<u>22,178</u>	<u>22,942</u>	<u>45,120</u>
DEPRECIATION			
At 1 April 2018	20,622	25,390	46,012
Charge for year	389	1,231	1,620
Eliminated on disposal	<u>-</u>	<u>(7,377)</u>	<u>(7,377)</u>
At 31 March 2019	<u>21,011</u>	<u>19,244</u>	<u>40,255</u>
NET BOOK VALUE			
At 31 March 2019	<u>1,167</u>	<u>3,698</u>	<u>4,865</u>
At 31 March 2018	<u>1,556</u>	<u>5,459</u>	<u>7,015</u>

13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2019 £	2018 £
Trade debtors	1,885	5,738
Prepayments and accrued income	<u>652</u>	<u>745</u>
	<u>2,537</u>	<u>6,483</u>

GLOUCESTERSHIRE YOUNG CARERS PROJECT

Notes to the Financial Statements - continued for the year ended 31 March 2019

14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2019	2018
	£	£
Trade creditors	8,752	7,799
Social security and other taxes	10,243	9,889
Credit card	575	487
Accruals and deferred income	<u>39,083</u>	<u>18,368</u>
	<u>58,653</u>	<u>36,543</u>

15. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

	2019	2018
	£	£
Within one year	39,188	29,265
Between one and five years	<u>156,751</u>	<u>-</u>
	<u>195,939</u>	<u>29,265</u>

16. MOVEMENT IN FUNDS

	At 1.4.18	Net movement in funds	Transfers between funds	At 31.3.19
	£	£	£	£
Unrestricted funds				
General fund	308,620	(20,259)	(1,000)	287,361
Restricted funds				
Youth Opportunity Fund	676	(31)	-	645
The Helen Foundation	4,543	(1,112)	1,000	4,431
Gloucestershire Community Foundation				
Youth Social Action Fund	3,333	-	-	3,333
Police & Crime Commissioner	<u>1,500</u>	<u>-</u>	<u>-</u>	<u>1,500</u>
	10,052	(1,143)	1,000	9,909
TOTAL FUNDS	<u>318,672</u>	<u>(21,402)</u>	<u>-</u>	<u>297,270</u>

GLOUCESTERSHIRE YOUNG CARERS PROJECT

Notes to the Financial Statements - continued for the year ended 31 March 2019

16. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	517,283	(537,542)	(20,259)
Restricted funds			
BBC Children in Need	32,879	(32,879)	-
The Helen Foundation	428	(1,540)	(1,112)
Lloyds Bank Foundation	5,335	(5,335)	-
Forest of Dean DC	1,000	(1,000)	-
Gloucestershire Community Foundation Youth Social Action Fund	5,111	(5,111)	-
Police & Crime Commissioner	3,500	(3,500)	-
Mid-Counties Co-operative	2,577	(2,577)	-
Paul Hamlyn foundation	27,901	(27,901)	-
Idemia	5,000	(5,000)	-
Gloucester Rotary	1,415	(1,415)	-
SJP Quayside Twilight sponsorship	500	(500)	-
Global Make Some Noise	37,783	(37,783)	-
GE Aviation Residential	2,999	(2,999)	-
Tesco Bags of Help	2,588	(2,588)	-
Zurich Community Trust	6,964	(6,964)	-
The Primrose Trust	3,062	(3,062)	-
Youth Opportunity Fund	-	(31)	(31)
	139,042	(140,185)	(1,143)
TOTAL FUNDS	<u>656,325</u>	<u>(677,727)</u>	<u>(21,402)</u>

GLOUCESTERSHIRE YOUNG CARERS PROJECT

Notes to the Financial Statements - continued for the year ended 31 March 2019

16. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.17 £	Net movement in funds £	Transfers between funds £	At 31.3.18 £
Unrestricted Funds				
General fund	328,809	(19,189)	(1,000)	308,620
Restricted Funds				
Youth Opportunity Fund	718	(42)	-	676
The Helen Foundation	5,103	(1,560)	1,000	4,543
Lloyds Bank Foundation	1,288	(1,288)	-	-
St James Place Foundation	16,292	(16,292)	-	-
Gloucestershire Community Foundation				
Youth Social Action Fund	-	3,333	-	3,333
Police & Crime Commissioner	-	1,500	-	1,500
	23,401	(14,349)	1,000	10,052
TOTAL FUNDS	<u>352,210</u>	<u>(33,538)</u>	<u>-</u>	<u>318,672</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	578,003	(597,192)	(19,189)
Restricted funds			
BBC Children in Need	32,566	(32,566)	-
Youth Opportunity Fund	-	(42)	(42)
The Helen Foundation	150	(1,710)	(1,560)
Lloyds Bank Foundation	-	(1,288)	(1,288)
St James Place Foundation	16,292	(32,584)	(16,292)
Forest of Dean DC	3,089	(3,089)	-
Gloucestershire Community Foundation Youth Social Action Fund	5,000	(1,667)	3,333
Police & Crime Commissioner	5,500	(4,000)	1,500
	62,597	(76,946)	(14,349)
TOTAL FUNDS	<u>640,600</u>	<u>(674,138)</u>	<u>(33,538)</u>

GLOUCESTERSHIRE YOUNG CARERS PROJECT

Notes to the Financial Statements - continued for the year ended 31 March 2019

16. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.17 £	Net movement in funds £	Transfers between funds £	At 31.3.19 £
Unrestricted funds				
General fund	328,809	(39,448)	(2,000)	287,361
Restricted funds				
Youth Opportunity Fund	718	(73)	-	645
The Helen Foundation	5,103	(2,672)	2,000	4,431
Lloyds Bank Foundation	1,288	(1,288)	-	-
St James Place Foundation	16,292	(16,292)	-	-
Gloucestershire Community Foundation				
Youth Social Action Fund	-	3,333	-	3,333
Police & Crime Commissioner	-	1,500	-	1,500
	<u>23,401</u>	<u>(15,492)</u>	<u>2,000</u>	<u>9,909</u>
TOTAL FUNDS	<u>352,210</u>	<u>(54,940)</u>	<u>-</u>	<u>297,270</u>

GLOUCESTERSHIRE YOUNG CARERS PROJECT

Notes to the Financial Statements - continued for the year ended 31 March 2019

16. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	1,095,286	(1,134,734)	(39,448)
Restricted funds			
BBC Children in Need	65,445	(65,445)	-
The Helen Foundation	578	(3,250)	(2,672)
Lloyds Bank Foundation	5,335	(6,623)	(1,288)
St James Place Foundation	16,292	(32,584)	(16,292)
Forest of Dean DC	4,089	(4,089)	-
Gloucestershire Community Foundation Youth Social Action Fund	10,111	(6,778)	3,333
Police & Crime Commissioner	9,000	(7,500)	1,500
Mid-Counties Co-operative	2,577	(2,577)	-
Paul Hamlyn foundation	27,901	(27,901)	-
Idemia	5,000	(5,000)	-
Gloucester Rotary	1,415	(1,415)	-
SJP Quayside Twilight sponsorship	500	(500)	-
Global Make Some Noise	37,783	(37,783)	-
GE Aviation Residential	2,999	(2,999)	-
Tesco Bags of Help	2,588	(2,588)	-
Zurich Community Trust	6,964	(6,964)	-
The Primrose Trust	3,062	(3,062)	-
Youth Opportunity Fund	-	(73)	(73)
	<u>201,639</u>	<u>(217,131)</u>	<u>(15,492)</u>
TOTAL FUNDS	<u>1,296,925</u>	<u>(1,351,865)</u>	<u>(54,940)</u>

On an annual basis a transfer is made to The Helen Foundation from the general fund at the discretion of the trustees.

17. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2019.

18. APB ETHICAL STANDARD - PROVISIONS AVAILABLE FOR SMALL ENTITIES

In common with many other businesses of our size and nature we use our auditors to prepare and submit returns to the tax authorities and assist with the preparation of the financial statements.

GLOUCESTERSHIRE YOUNG CARERS PROJECT

Detailed Statement of Financial Activities for the year ended 31 March 2019

	2019 £	2018 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	95,072	105,296
Other income	2,271	5,317
Grants	<u>12,518</u>	<u>50,934</u>
	109,861	161,547
Other trading activities		
Book sales	233	1,041
Room hire	<u>4,803</u>	<u>2,778</u>
	5,036	3,819
Investment income		
Deposit account interest	1,223	753
Charitable activities		
Grants	<u>540,205</u>	<u>474,481</u>
Total incoming resources	656,325	640,600
EXPENDITURE		
Charitable activities		
Wages	382,903	366,907
Social security	27,651	29,819
Pensions	9,841	8,594
Rent	4,200	5,100
Activities for young carers	21,062	26,284
Activity transport costs	47,557	52,317
Loss on sale of tangible fixed assets	<u>531</u>	<u>-</u>
	493,745	489,021
Support costs		
Management		
Wages	76,737	74,330
Social security	7,450	7,394
Pensions	1,938	997
Rent	31,250	32,688
Insurance	2,842	2,128
Light and heat	1,015	1,431
Carried forward	121,232	118,968

This page does not form part of the statutory financial statements

GLOUCESTERSHIRE YOUNG CARERS PROJECT

Detailed Statement of Financial Activities for the year ended 31 March 2019

	2019 £	2018 £
Management		
Brought forward	121,232	118,968
Telephone	4,557	4,720
Postage and stationery	13,299	16,830
Advertising	549	-
Sundries	17,795	12,697
Recruitment and training	1,603	4,868
Travel expenses	7,084	7,088
Repairs and renewals	979	979
Cleaning	2,563	2,163
Computer costs	5,146	5,891
Fixtures and fittings	389	518
Computer equipment	<u>1,232</u>	<u>1,834</u>
	176,428	176,556
Finance		
Bank charges	232	312
Bad debts	<u>(78)</u>	<u>-</u>
	154	312
Governance costs		
Auditors' remuneration	6,145	5,850
Legal fees	-	1,109
Payroll charges	<u>1,255</u>	<u>1,290</u>
	<u>7,400</u>	<u>8,249</u>
Total resources expended	677,727	674,138
	<u> </u>	<u> </u>
Net expenditure	<u>(21,402)</u>	<u>(33,538)</u>

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