

Company Number: 08043772
Charity Number: 1149717

THE CAPSTONE CARE LEAVERS' TRUST
(Limited by Guarantee)

FINANCIAL STATEMENTS

For the Year Ended 30 September 2018

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THE CAPSTONE CARE LEAVERS' TRUST
(Limited by Guarantee)
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2018

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THE CAPSTONE CARE LEAVERS' TRUST
(Limited by Guarantee)
OFFICERS AND ADVISORS
FOR THE YEAR ENDED 30 SEPTEMBER 2018

Trustees	Dr A D Boul Mr R J Compton-Burnett Mrs R Myddleton-Evans
Registered Office	Wootton Chase Wootton St. Lawrence Basingstoke Hampshire RG23 8PE
Administrative Office	28 The Green Kings Norton Birmingham B38 8SD
Independent Examiners	Hazlewoods LLP Windsor House Bayshill Road Cheltenham GL50 3AT
Solicitors	Coffin Mew LLP Kings Park House 22 Kings Park Road Southampton Hampshire SO15 2UF
Bankers	Allied Irish Bank (GB) 9 Waterloo Road Wolverhampton WV1 4NB
Company Number	08043772 (England and Wales)
Charity Number	1149717

**THE CAPSTONE CARE LEAVERS' TRUST
(Limited by Guarantee)
REPORT OF THE TRUSTEES
FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2018**

The Trustees submit their annual report and the financial statements of The Capstone Care Leavers' Trust ('CCLT') for the year ended 30 September 2018.

The Trustees have adopted the provisions of the Statement of Recommended Practice "Accounting and Report by Charities" (SORP 2005) in preparing the annual report and financial statements of the Charity.

Structure, Governance and Management

CCLT is a company limited by guarantee, not having share capital, and is governed by its Memorandum and Articles of Association adopted on incorporation on 24 April 2012.

The trustees who held office during the year were as follows:

Dr A D Boul
Mr R J Compton-Burnett
Mrs R Myddleton-Evans (resigned 30/10/18)
Mrs L Lomax (appointed 30/10/18 , resigned 27/11/18)

When appointing newly elected Trustees, CCLT has a policy of induction, which includes ensuring that they are fully aware of their responsibilities in relation to both Companies House and Charities Commission guidance and the company's objectives. Following Mrs Lomax's departure for family reasons, the trustees have started a recruitment process with a view to appointing at least one new trustee.

Objectives and Activities

CCLT aims to help care leavers in England and Wales who receive inadequate publicly funded support, and who are experiencing disadvantage as a result of having been brought up in care.

That help can include: financial support through grants towards the cost of education and training and other appropriate resources or facilities, including household goods; advice, information and guidance. Funding so far has been provided by Capstone Foster Care Ltd. It is envisaged that the work of CCLT will be complementary to the existing obligations of local authorities in accordance with relevant legislation. Some of the funds that have been provided by Capstone Foster Care Ltd are restricted for use in relation to care leavers that have at some point been looked after by foster carers registered with Capstone Foster Care group companies.

Achievements and Performance

In line with its aims and objectives the Trustees have achieved the following during the period. In reporting this, the Trustees wish to record their thanks to the directors of Capstone Foster Care Ltd for their generosity in continuing to support the Trust.

The CCLT part-time manager has considered around 141 applications requesting £158,000 to £163,000 support during the financial year, in addition to dealing with telephone enquiries. The Trustees have been able to provide swift responses to applications once sufficient information and, where necessary, statements of support from professionals, have been received. The Manager has been given discretion to make decisions in relation to straightforward grants of small amounts, which has further speeded up the process. The trustees made 73 grants totalling £55,190.16 in the report year. More details are available in the Financial Statements.

Successful applications have mainly been for expenses related to continuing education (particularly provision of IT hardware, but also assistance with fees and transport where Local Authorities are unable to provide it) or access to employment, including driving lessons and related tests for applicants without adequate access to public transport, and for household goods and basic furnishings required to make a home habitable or suitable for the needs of applicants' young children. A subsidiary function has been to hold Local Authorities to account where, with funding restrictions, they are finding it difficult to discharge their statutory duties.

Many applications remained incomplete despite considerable follow-up efforts, reflecting the high mobility and day-to-day uncertainty of many care-leavers who cannot establish or maintain a settled home or lifestyle. On other occasions grants were agreed but remained unpaid because the beneficiary could not be contacted after the decision was made.

THE CAPSTONE CARE LEAVERS' TRUST
(Limited by Guarantee)
REPORT OF THE TRUSTEES
FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2018

The majority of applicants continue to be in the age range of 21 – 25 years, reflecting the on-going issues faced by young adults after initial help with independence from local authorities has been exhausted, and the extent to which the reduction in State welfare provision has affected this age-group.

The majority of applications received by CCLT have originated mainly in the London area and the West Midlands. However, there has been a steady growth in the proportion of applications from elsewhere in the country as the Trust's existence has become known to individual workers and agencies and prospective applicants. Care will continue to be exercised around balancing levels of publicity against the time available to the Trust's only employee to process and follow up applications and to ensure that grants made are used as intended by the Trustees.

The Trustees will continue to monitor the use being made of the Trust by Local Authorities to ensure that grant assistance is not unduly concentrated in a single geographical location. The policy of capping the total amount of grant aid available to applicants formerly in the care of an individual Local Authority will continue to be implemented.

The Trust's website has now been developed to the point where it effectively both publicises the Trust and is the basis for management information. It also signposts visitors to other useful sources of information & support.

Financial Review

During the year, the Charity received a total income of £71,746 (2017 - £80,306) and incurred expenditure of £73,488 (2017 - £64,898) which has resulted in a deficit for the year of £1,742 (2017 – surplus of £15,408).

As at 30 September, total funds stood at £163,347 (2017 - £165,088), of which £144,942 (2017 - £146,683) were unrestricted funds retained in order to achieve the objects of the Charity and £18,405 (2017 - £18,405) were restricted funds.

Plans for Future Periods

The Trust's manager will continue to develop her considerable expertise and practice in liaising with support workers and others who can provide helpful contextualised information about the needs and circumstances of applicants, and to advise applicants about other sources of support which may be available to them in their area.

Whilst further follow-up of beneficiaries of CCLT grants would clearly be of benefit, this has to be balanced against the time and human resources available within the Trust to carry it out. However, we continue to explore other ways of achieving this, given the realisation at national level that young people brought up in care face extra and profound challenges. A pilot mentoring scheme is being considered.

At present the Trust is not meeting the needs of all its potential grantees. However, the current level of operation is well balanced in terms of financial and staff resources. Accordingly, any expansion would be dependent on maintaining quality of outcome and efficiency of operation, as well as securing funding.

Reserves policy

Capstone Foster Care Ltd has indicated to the Trustees that it intends, subject to its own financial performance, to make substantial grants for the foreseeable future. CCLT may receive donations from other parties over time but these are not expected to be material in the short term. The operating costs of CCLT are relatively fixed and the Trustees will monitor levels of grant making to make sure that adequate cash reserves are maintained at all times. The Trustees currently intend to maintain cash reserves to cover normal operating costs for at least six months.

Risk Assessment

The board have from time to time discussed and assessed the major risks to which the company is exposed and considered the safeguards that have been and can be implemented to mitigate those risks. In accordance with the Statement of Recommended Practice for charities the Trustees annually review and update the formal risk assessment.

THE CAPSTONE CARE LEAVERS' TRUST
(Limited by Guarantee)
REPORT OF THE TRUSTEES
FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2018

Statement of Trustees' Responsibilities

The Trustees are responsible for preparing the Report of the Board of Trustees and the financial statements in accordance with applicable law and regulations.

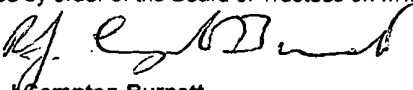
Company law requires the Trustees to prepare financial statements for each financial year. Under that law the Trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the group and the charity and of the profit and loss of the group for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and apply them consistently;
- 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; and
- prepare the financial statements on a 'going concern' basis unless it is inappropriate to presume the charity will continue in business.
- The Trustees are responsible for keeping proper accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

Signed by order of the Board of Trustees on

5 June 2019



Mr R J Compton-Burnett
Trustee

THE CAPSTONE CARE LEAVERS' TRUST
(Limited by Guarantee)
INDEPENDENT EXAMINERS' REPORT TO THE TRUSTEES
FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2018

I report on the financial statements of the charity for the year ended 30 September 2018, which are set out on pages 6 to 12.

Respective responsibilities of trustees and examiner

The trustees, who are also the directors of the company for the purposes of company law, are responsible for the preparation of the financial statements. The trustees consider that an audit is not required for this year under Section 145 of the Charities Act 2011 and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under Section 145 of the Act;
- follow the procedures laid down in the General Directions given by the Charity Commission under Section 145(5)(b) of the Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the directions given by the charity commission. An examination includes a review of the accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and explanations sought from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the financial statements present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

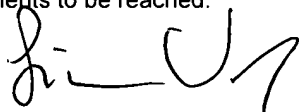
In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with Section 130 of the Charities Act 2011; and
- to prepare financial statements which accord with the accounting records, comply with the accounting requirements of Section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.



Simon Worsley (Chartered Accountant)
For and on behalf of Hazlewoods LLP, Independent Examiners

Windsor House
Bayshill Road
Cheltenham
GL50 3AT

Date: 14/6/19

THE CAPSTONE CARE LEAVERS' TRUST
(Limited by Guarantee)
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 30 SEPTEMBER 2018

	Note	Unrestricted fund 2018 £	Restricted fund 2018 £	Total Funds 2018 £	Total Funds 2017 £
INCOMING RESOURCES					
Incoming resources from generated funds					
Voluntary income					
Donations and gifts		71,746	-	71,746	80,306
Total incoming resources		71,746	-	71,746	80,306
RESOURCES EXPENDED					
Charitable activities	2	(73,488)	-	(73,488)	(64,898)
Total resources expended		(73,488)	-	(73,488)	(64,898)
Net incoming resources before other recognised gains and losses	8	(1,742)	-	(1,742)	15,408
Net movement in funds		(1,742)	-	(1,742)	15,408
Reconciliation of funds					
Funds brought forward at 1 October 2017		146,684	18,405	165,089	149,681
Net movement in funds		(1,742)	-	(1,742)	15,408
Transfer of restricted funds		-	-	-	-
Funds carried forward at 30 September 2018		144,942	18,405	163,347	165,089

The notes on pages 9 to 12 form part of these financial statements.

The Statement of Financial Activities has been prepared on the basis that all operations are continuing operations.

THE CAPSTONE CARE LEAVERS' TRUST
(Limited by Guarantee)
BALANCE SHEET
AS AT 30 SEPTEMBER 2018

Company Number: 08043772

	Note	2018 £	2017 £
Fixed assets			
Tangible assets	5	1,665	-
Current assets			
Cash at bank and in hand		172,175	166,759
Creditors: amounts falling due within one year	6	(10,493)	(1,670)
Net current assets		161,682	165,089
Total assets less current liabilities		163,347	165,089
Funds			
Restricted income funds	7, 8	18,405	18,405
Unrestricted income funds:			
Operational general fund	7, 8	144,942	146,684
		163,347	165,089

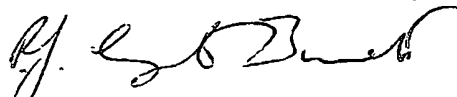
These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

For the year ended 30 September 2018 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

The financial statements were approved by the Board of Trustees on 5/6/19 and signed on its behalf by:



Mr R J Compton-Burnett
Trustee

THE CAPSTONE CARE LEAVERS' TRUST
(Limited by Guarantee)
CASH FLOW STATEMENT
FOR THE YEAR ENDED 30 SEPTEMBER 2018

Company Number: 08043772

	2018 £	2017 £
Cash flows from operating activities:		
Surplus/(Deficit) for the period	(1,742)	15,408
Adjustments to cash flows for non-cash items:		
Depreciation	207	375
	<u>(1,535)</u>	<u>15,783</u>
Working capital adjustments:		
(Decrease)/increase in creditors	8,823	(9,834)
	<u>7,288</u>	<u>5,949</u>
Net cash generated from operating activities	<u>7,288</u>	<u>5,949</u>
Cash flows from investing activities:		
Acquisition of tangible assets	(1,872)	-
	<u>(1,872)</u>	<u>-</u>
Net cash generated from investing activities	<u>(1,872)</u>	<u>-</u>
Net increase in cash and cash equivalents	5,416	5,949
Cash and cash equivalents at beginning of year	166,759	160,810
	<u>172,175</u>	<u>166,759</u>
Cash and cash equivalents at end of year	<u>172,175</u>	<u>166,759</u>

1 ACCOUNTING POLICIES

Basis of Preparation

The financial statements have been prepared under the historical cost convention, adopting the following principal accounting policies all of which are in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice – Accounting and Reporting by Charities (SORP 2005) issued in March 2005 and The Companies Act 2006.

Company status

The company is limited by guarantee and has no share capital. The liability of each member in the event of winding up is limited to £1. The company is subject to the requirements of the Companies Act 2006 with regards to the form and content of the financial statements.

Tangible fixed assets and depreciation

Tangible fixed assets are stated in the accounts at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life. The annual rates applied in this period were:

Website development costs	33% of cost
Computer equipment	33% of cost

Incoming Resources

Incoming resources are allocated between:

Voluntary income (analysed between donations/gifts and grants receivable)

Donations/gifts and grants are accounted for on a receivable basis. Funds collected, to which the charity is entitled, but not received before the end of the financial year are included in incoming resources and in debtors.

Resources Expended

Resources expended are included in the Statement of Financial Activities on an accruals basis, inclusive of any Value Added Tax which cannot be recovered. Where expenditure is directly attributable to more than one activity, it is apportioned across cost categories on the basis of an estimate of the proportion of time spent by staff on those activities.

Funds

Funds held by the charity are either:

- Unrestricted general funds, which can be used in accordance with the charitable objects at the discretion of the Trustees, and;
- Restricted funds, which can only be used for particular restricted purposes within the objects of the charity. Restrictions are specified by the donor or when funds are raised for particular restricted purposes. The restricted funds received to date are to be given to care leavers who were looked after at some point by foster carers registered with Capstone Foster Care Limited group companies.

Taxation

The Company is an Exempt Charity within the meaning of Schedule 2 of the Charities Act 1993 and as such is a charity within the meaning of Section 519 of the Income Tax Act 2007 (formerly Section 506(1) of the Taxes Act 1988). Accordingly, the company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Section 524 of the Income Tax Act 2007 (formerly Section 505 of the Taxes Act 1988) or Section 256 of the Taxation of Chargeable Gains Tax 1992 to the extent that such income or gains are applied to exclusively charitable purposes.

The company is exempt for VAT purposes.

THE CAPSTONE CARE LEAVERS' TRUST
(Limited by Guarantee)
NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 30 SEPTEMBER 2018

2 RESOURCES EXPENDED ON CHARITABLE ACTIVITIES

	Note	2018 £	2017 £
Provision of care and education:			
Grants paid		55,190	42,408
Donations		1,000	5,000
Depreciation	5	207	375
		<hr/>	<hr/>
		56,397	47,783
		<hr/>	<hr/>
Support costs:			
Staff costs	4	16,044	16,094
Sundry		187	186
Bank charges		118	114
Website costs		742	721
		<hr/>	<hr/>
		17,091	17,115
		<hr/>	<hr/>
Total resources expended on charitable activities		73,488	64,898
		<hr/>	<hr/>

3 NET INCOMING RESOURCES FOR THE YEAR

	2018 £	2017 £
This is stated after charging depreciation	207	375
	<hr/>	<hr/>

4 STAFF COSTS AND NUMBERS

	2018 £	2017 £
Staff costs:		
Gross wages	15,062	14,954
Social security costs	961	954
Travel costs	21	186
	<hr/>	<hr/>
	16,044	16,094
	<hr/>	<hr/>
Analysed:		
Staff costs included in support costs	2	16,094
	<hr/>	<hr/>

THE CAPSTONE CARE LEAVERS' TRUST
(Limited by Guarantee)
NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 30 SEPTEMBER 2018

5 TANGIBLE FIXED ASSETS

	Computer Equipment £	Website Development Costs £	Total £
Cost			
At 1 October 2017	750	5,119	5,869
Additions	-	1,872	1,872
At 30 September 2018	750	6,991	7,741
Depreciation			
At 1 October 2017	750	5,119	5,869
Charge for the year	-	207	207
At 30 September 2018	750	5,326	6,076
Net book value			
At 30 September 2018	-	1,665	1,665
At 30 September 2017	-	-	-

6 CREDITORS: Amounts falling due within one year

	2018 £	2017 £
Accruals and deferred income	8,004	-
Other creditors	750	750
Credit card account	1,739	920
	10,493	1,670

7 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds £	Restricted Funds £	Total £
Fixed assets	1,665	-	1,665
Current assets	153,770	18,405	172,175
Current liabilities	(10,493)	-	(10,493)
	144,942	18,405	163,347

THE CAPSTONE CARE LEAVERS' TRUST
(Limited by Guarantee)
NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 30 SEPTEMBER 2018

8 MOVEMENT ON RESERVES

Whilst the Statement of Financial Activities shows the movement on all funds, the position is also illustrated in this note for clarity:

	Operational general fund £	Restricted fund £	Total funds £
Funds brought forward at 1 October 2017	146,684	18,405	165,089
Net incoming resources	(1,742)	-	(1,742)
Funds carried forward At 30 September 2018	144,942	18,405	163,347