

**Report of the Trustees and  
Unaudited Financial Statements  
for the Year Ended 31 March 2020**  
for  
**Warwickshire Young Carers**

**Warwickshire Young Carers is supported by:**



# Warwickshire Young Carers

## Contents of the Financial Statements for the Year Ended 31 March 2020

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**Report of the Trustees  
for the Year Ended 31 March 2020**

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 2020. 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 2019).

**OBJECTS**

To advance, promote, encourage, and assist in the relief or alleviation of all kinds of mental and physical infirmity, sickness and disablement among Carers and those persons for whom they are caring.

**OBJECTS**

To advance education concerning caring among Carers and the public.

**VISION**

For all Carers in our area of operations to be recognised and valued such that all necessary services are put in place to assist them in their caring role.

**MISSION**

To deliver services that are valued by Carers, that assist Carers to carry out their caring role to the highest standard for as long as possible and that enable Carers to maintain a standard of life that is as close to that which they would have without that role.

**AIMS**

To support Carers in their caring role through the provision of a wide range of services including information, advice, training, emotional support and advocacy.

To empower Carers to continue caring for as long as they are able and wish to do so and support those whose caring role ceases or diminishes.

To empower Carers to participate in the development, management and evaluation of services available to them and to have a voice in shaping services that affect them and those for whom they care.

To reach out to Carers from marginalised or hard-to-reach groups and ensure their needs are recognised and met.

To develop awareness and enhance recognition of the role of Carers and their needs.

**OBJECTIVES AND ACTIVITIES**

**Public Benefit Statement**

The charitable purpose for Warwickshire Young Carers is enshrined in its objects:

- To advance, promote, encourage, and assist in the relief or alleviation of all kinds of mental and physical infirmity, sickness and disablement among Carers and those persons for whom they are caring.
- To advance education concerning caring among Carers and the public.
- The Trustee Directors ensure that this purpose is carried out for the public benefit by working to the following vision
- To deliver services that are valued by Carers, that assist Carers to carry out their caring role to the highest standard for as long as possible and that enable Carers to maintain a standard of life that is as close to that which they would have without that role.

The following sections of the report illustrate and explain how activities in the year and plans for next year confirm that the Trustee Directors have had regard to the Charity Commission's guidance on public benefit.

**Report of the Trustees  
for the Year Ended 31 March 2020**

**ACHIEVEMENT AND PERFORMANCE**

**Charitable activities**

**Warwickshire Young Carers - Core Service**

**April 2019 - March 2020**

Throughout the year there were 339 new referrals identified and assessed. By the year-end, there were 2,612 young people between the ages of 6 and 25 identified as Young Carers and registered with the service.

We continued to offer regular fortnightly, term time, groups and variety of activities throughout the year designed to promote a safe and supportive environment, through sports and regular exercise, peer interaction, healthy food options and creative arts. This key part of our service provides Young Carers with a break from caring which they so deserve together with peers who share similar home lives. There were 175 group sessions throughout the year with 4,025 attendances at the 11 fortnightly groups provided. This gave an average of 23 Young Carers at each session.

In addition to groups we were able to provide 68 activities throughout the year with 1,016 attendances at these. On average, each quarter, there were over 400 individual young carers participating in groups and activities across the county, with a total of 654 individual young carers attending at least one session in the year.

Thanks to the support and generosity of so many of our supporters, donors and partners, we have been able to offer young carers a wide range of activities throughout the year. Throughout the year this has included: Cinema, Mini Golf, Pottery, BBQs, First Aid Course, Anger Management Course, University taster residential, Laser Quest, Fishing trip, Bowling, National Fly Kids Day, Jump-In, Libraries Alive Workshop, Tamworth Castle, Wasps match, Mad Hatters Tea Party, Garden Organic, Canoeing, Christmas Parties, Cake making, Pizza Making, Go Ape, Drayton Manor (Kids Out), Twycross Zoo, Ice Skating, Compton Verney, West Midlands Safari Park, Tree Climbing, Panto.

During the year there were many significant contacts with Young Carers. This targeted work is delivered to the most vulnerable of our young carers. There were many instances of individual, targeted, support provided including to many young carers with significant additional needs. Of those we supported throughout the year, we had on average, at any point:

- 64 young carers participating in an Early Help Single Assessment; with on average 5 where we were the lead agency at any one time.
- 60 young carers who were supported on a Child in Need plan
- 23 young carers supported on a Child Protection plan

This represents an average total of 147 young carers, with significant needs, in receipt of targeted support from our service, and in partnership with other specialist professionals (social care, education, and health for example).

Towards the end of the period the challenges of Covid-19, as with everyone, began to affect our ability to deliver our service. We found we were unable to deliver groups and 121 support in the same way we have been used to supporting young carers. Our initial response was to ensure contact was maintained with families and we were able to help support the individual needs of families, especially where they had been negatively impacted by the Coronavirus pandemic. Prompted also by the need to implement social distancing we rapidly deployed new software and technology to enable a transition to connect and maintain communications with families virtually. These changes also set about a pathway to enable us to provide both group and targeted support online during the ongoing lockdown period that followed.

**Report of the Trustees  
for the Year Ended 31 March 2020**

**Education Development in Schools**

This has been the final year of our three-year funding from Henry Smith Charity, and due to a change of funding priorities the Education Development Project is no longer eligible for funding.

The achievements over the last three years have been:

- Each year the organisation has supported and celebrated Young Carers Awareness Day and has circulated resources, raised awareness via social media and supported schools in their celebrations. Young Carers Awareness Day 2020 initiative was particularly effective through the social media campaign #CountMeIn #YoungCarersAwarenessDay creating interest, engagement and contributions from all sectors, young carers and their families across Warwickshire and beyond.
- Assemblies, training and development are delivered to schools across the county to encourage schools to identify and refer young carers into the organisation.
- By year three we have exceeded our expectations with the organisation engaging with 184 schools (the target was 177)
- There are school leads in 157 schools across the County and work continues with schools to establish young carer leads in every school.
- Through proactive analysis and open conversation with schools we identified that schools are keen to complete the schools award. However, do not have the capacity to enable the completion, which explains the shortfall in meeting our target. We also understand from feedback that schools working towards a specific outline of support for young carers is something schools respond positively to.
- Having identified the barriers and to support schools a Schools Matrix tool was created. This tool provides a framework to capture and identify where schools are already meeting award criteria reducing the level of input required by the school. We then send them the appropriate Award Pack to complete the gaps in the Schools Matrix award criteria. This approach has made a positive impact and has increased interest in the Award from schools and alleviates an additional workload from the schools.
- We now understand that the current Awards Programme for Schools needs to be adapted to encourage and enable schools to sign up reducing the draw on capacity within the school because the current Award structure does not allow for the fact that many schools will lack the capacity to complete it. Our new suite of training and development packages means that professionals from a variety of organisations access classroom-based Awareness Raising course regarding young carers.

**Education Development - Future Developments**

Whilst transitions work has taken place between the service, schools, and young carers, we would like to see this being developed into a larger more effective system to support transitions. With transitions being given a specific focus.

A potential development for schools work, would be to build upon the links between the schools and create a robust structure of schools supporting each other. Whilst there has been some collaboration between schools and best practice sharing, this could certainly be developed further and strengthened.

Another important initiative building on the schools work, is our aim to create communities which are young carer aware enabling young carers to feel supported and understood. For everyone within Warwickshire to know what it means to be a young carer and have the knowledge to understand and the skills to support the young carers.

**Report of the Trustees  
for the Year Ended 31 March 2020**

Our ongoing ambition is to:

- Reduce the stigma of being a Young Carer
- Enable Young Carers to know they are surrounded by people who are willing, competent and have the tools to support them. " Create communities that are 'Young Carer Aware', reducing social isolation and enabling Young Carers to feel supported and understood.
- We will achieve this by:
- Providing training, development, information and guidance to create communities which are 'Young Carer Aware' so that anyone in contact with a Young Carer e.g. Social Worker, GP, Youth Worker, local businesses, Librarian is able to understand and respond to their needs and support them accordingly.
- Supporting professionals across Warwickshire so that they are aware of Young Carers, able to identify them and embed a system of support within their setting. This will improve the journey and outcomes for each Young Carer in a person-centred approach.
- Developing a suite of branded resources for local businesses, health professionals, school staff and community groups to use
- Create a kitemark and badge of recognition for individuals, businesses and organisations to display their support for young carers.
- Effective promotion of the project to communities across Warwickshire to enable maximum engagement.
- Establish a programme for ambassadors/community champions.

Due to the uncertain nature of the funding climate due to COVID-19 we are working to secure funding for this important work to continue.

**Young Carers Family Support Service**

Our Family Support Project is funded by a variety of Charitable Trusts including Anthony and Elaine Bethell, Openwork - Care 4 Kids, and the 29th May 1961 Charitable Trust, as well as a range of other smaller grant giving trusts.

Family support this year has been very busy with new referrals and activities for Young Carers. Family Support through advice, advocacy, signposting and one to one Family Support Meetings, Parenting Courses and support in multi-agency meetings have all contributed to us building on what we have developed to date and we continue to grow within our Family Support Service.

During this year we have had:

- 34 New referrals for young carers aged 6 and 7 this year.
- 75 young carers have been able to access and benefit from our Family Support Service through advice, advocacy, signposting, activities and 1:1's.
- Every term, young carers are turning 8 years old and are being carefully transitioned up to the 8+ group with projectworkers and family support.
- Family support have continued to play a part and support in Early Help, Child in Need (CIN), Child Protection (CP) and Multi agency meetings to meet the needs of Young Carers and families.
- We have supported families with a range of issues, from health needs, communications with school, housing issues, obtaining benefits, accessing support through local services, engaging with their local and wider community, developing skills and confidence.
- We have been able to offer food vouchers to families in need this year.
- We were able to run a Triple P group course this year in conjunction with Newdigate Primary School. The course was a great success, and we are looking at ways to run more courses, albeit virtually at first, very soon.
- We held four informal parent networking coffee morning meet ups with parents that have attended parenting courses previously to act as check in points for them to touch base with each other, share progress and frustrations, but to also get advice and touch up on any techniques that they didn't feel so confident in.

**Report of the Trustees  
for the Year Ended 31 March 2020**

- We have worked extensively with our young carers to develop their knowledge and understanding of the disability or illness that is in their household and how it affects them and are currently developing a programme that further supports this awareness and knowledge in order to lessen anxiety and build resilience - all in consultation with our young carers.
- Young Carers this year have been pleased to have attended trips that included Coombe Abbey, Pets 2, McDonalds, The Lion king, Mini golf, Sea Life Centre, Jump X-treme (trampolining), Hatton Farm, Bowling party, Frozen 2, The Adams Family, Pottery Painting Christmas baubles, Sonic the Hedgehog, and a Soft play party.
- We regularly consult with the young people about what sorts of activities they would like to do so that they can choose things that they would not have the opportunity to do, when with their families.
- We also try to combine some of the activities with some of the younger over 8's to get those that are soon to be moving up, ready for transition.
- Our Library system continues to be a huge success with Children and Adults alike. We have a wide range of books, lots of which from the 'Sorted' booklist and many others that we thought would be suitable. Families can borrow the books and read at their leisure. The books help to explain different types of illness and disabilities in a child friendly and simplistic way. Often the books help the wider family too and have been useful for parents who struggle to find the right words to explain differences.

**Family Support Service - Future Developments**

We are looking forward to developing the countywide model of Family Support Work, building both capacity and capability to support more infant young carers and their families

**Transitions**

The Time 4 Us project came to an end in December 2018 with a new bid being put forward to The National Lottery Community Fund to develop the project for a further three years. Whilst waiting for this funding decision to be made, the Transitions Coordinator was funded from reserves from April 2019.

We received a positive decision from the National Lottery in July 2019 and the Future Me, Future Proof project commenced in August 2019.

During the reporting period, April 2019 - March 2020 the Transitions Coordinator carried out 48 individual information, advice and guidance meetings with Young Carers and Young Adult Carers. There has been a significant need for advocacy with a variety of agencies and institutions ranging from colleges and Universities to Social Services and Mental Health support services. The Transitions Coordinator attended 20 meetings as an advocate during the reporting period.

The Transitions Coordinator supported the wider team between July 2019 and December 2019 by carrying out 16 assessment visits to newly referred Young Carers in the 14-19 age group whilst a new Project Worker was recruited

During the year, the Transitions Coordinator:

- Completed 48 individual IAG sessions
- Attended 20 meetings as an advocate
- Attended a 2-night residential taster event at Bangor University with 12 Young Carers in April 2019
- Ran 17 groups in North Warwickshire alongside the Project Worker which included opportunities to develop independence skills, talk about careers, apprenticeships, further education and develop soft skills.
- Ran an Exam De-stress and Relaxation evening beside the canal at Ruby's Yard which was supported by the Health Store and Health and Wellbeing Within.
- Held a BBQ for Young Adult Carers in August 2019
- Held a group social evening for Young Adult Carers in January 2020
- Developed a peer support group for Young Adult Carers using WhatsApp helping to reduce feelings of isolation
- Had a stand at Freshers fairs at WCG - Rugby and Leamington Spa Campuses, Stratford-upon-Avon college and NWSLC - Nuneaton and Hinckley Campuses
- Delivered Young Carer Awareness Training to the Youth Work Team at NWSLC group alongside the Education Development Worker

**Report of the Trustees  
for the Year Ended 31 March 2020**

- Delivered Young Carer Awareness Training to the Widening Participation and Admissions teams at the University of Warwick
- Had a stand at Stratford-upon-Avon College for Young Carers Awareness Day
- Had a stand in the Student Union at the University of Warwick for Young Carers Awareness Day
- Worked closely with the Widening Participation Team at the University of Warwick to begin the development of a support offer for Young Adult Carers attending the University, including brokering an introduction to the Learning and Work Institute who are now working with the University to achieve the Carers Federation Award.
- Met with the Widening Participation Team at Coventry University to develop a programme of targeted taster events for Young Carers. Unfortunately, the first event in March 2020 was cancelled due to the Covid-19 pandemic.
- 13 Young Carers were due to attend a 2-night residential taster event at Bangor University in March 2020 which was also cancelled due to the Covid-19 pandemic.
- Worked with the University of Warwick to develop a guide to post-16 choices for Young Carers which when published will go to all schools in Warwickshire.
- FIRST! programme was launched in conjunction with Worth-It! Positive Education with a cohort of 8 Young Carers in Stratford for the first six-week course. This was cancelled in week five due to the Covid-19 pandemic.

**Future Developments**

With the Covid-19 Pandemic halting activity on the Future Me, Future Proof project in March 2020 we approached the National Lottery Community Fund and secured a Grant Increase which allowed us to suspend the project for 6 months whilst retaining staff to work with our Young Adult Carers to support their emotional wellbeing at a time of increased stress and anxiety.

The Future Me, Future Proof project will recommence in October 2020 with the aim of further developing the project aims and outcomes to meet the changing needs of Young Carers and Young Adult Carers in a post Covid-19 context.

The Transitions Coordinator will use the break in project activity to further strengthen and develop partnerships with colleges, employers, the Local Authority and Universities so that Young Carers are able to access opportunities as easily as possible, maintaining a strong focus on aspirations and support to achieve goals. There will also be an increased focus on developing links that will support the housing needs of Young Adult Carers and help them to develop skills for independence. Partnerships with agencies and that can support with increased issues around mental health and emotional wellbeing will form a vital part of the work of the Transitions Coordinator.

**FINANCIAL REVIEW**

**Review of the Financial Position**

Income for 2019/20 was £455,171 which is higher than the previous year (£376,777) due to the reversal of the funding gaps including the Lottery Community Fund and Warwickshire County Council. This funding was due to be renewed in summer of 2019, however due to some delays both the grant and contract funding became available later than originally expected. There was the continuation of the Henry Smith Charity funding and significant donations continued to supplement the Family Support Service.

The organisation saw expenditure decrease from £462,338 in 2018/19 to £449,540 in 2019/20. For 2020/21 Warwickshire County Council and The Lottery Community Fund, will continue to fund specific projects within the service, with larger grant funding and significant donations being pursued to provide the majority of our income, increased sustainability and development opportunities for the charity.

The balance of Restricted Funds at the year-end of £177,909 is ring-fenced towards future projects. The Balance Sheet and liquidity remain strong with total funds at £209,554 (2018/19- £203,923) and is supported by cash and short-term deposits of £211,521 (2018/19 - £205,256).

**Report of the Trustees  
for the Year Ended 31 March 2020**

However, the accounts show a deficit on Unrestricted Funds of £34,485 and a balance at the year-end of £82,965.

Non-specific fundraising of around £1k per week continues to be required to meet costs of the current undertaking. In addition to internal initiatives, a professional fundraiser has been working with the team to address the funding gap. However, due to the change in funding approaches, we are in the process of building fundraising capacity within the team in support of this significant target with view to increasing our unrestricted funding and donations.

**Investment Policy**

The charity receives income on an annual basis through grants, donations and interest receivable. It budgets to expend all anticipated income except for retaining a prudent amount in reserves. Consequently, the Trustee Directors do not consider that it is prudent to invest income for the longer term. Their policy for investment is therefore to retain funds as cash and place them on short term deposit (Terms up to three months) with many financial institutions balancing the security of deposits with obtaining the best rates available and consistent with easy access to the funds. As a result, it considers that it is not appropriate for the charity to adopt an ethical investment policy.

**Reserves Policy**

The Board of Trustee Directors adopts a policy whereby the unrestricted funds, which are the free reserves of the charity, should be held at a level that would cover costs incurred in the event of closure, namely redundancy payments and contractual liabilities. The Trustee Directors can report the Charity currently holds two and half months of total running costs unrestricted reserves. Restricted reserves total £177,909 with unrestricted reserves at £31,645. However, the Trustee Directors aspire for the Charity to return to a position of holding at least six months running costs as unrestricted funds and the movement in the unrestricted figures was due to timing of new projects commencing.

These figures are reviewed on a regular basis and any changes will be approved by the Board of Trustee Directors.

**PLANS FOR THE FUTURE**

With the arrival of corona virus in the Spring of 2020, as we moved into the 2020/21 financial year, we had to adapt our plans quite quickly, as did many of the grant funders. Some of the grants are paused with others having a COVID-19/Emergency focus. This will be an ever-changing environment which will need regular and frequent attention, during this time of uncertainty and complexity.

Going forward there will be changes in our ways of working and delivering the service. We need to ensure as an organisation we continue to be agile and responsive, to meet the needs of the young carers, across all age groups, during these times of continuous change.

Our Groups and face to face activities stopped. The team was dispersed by the CEO on the 16th March 2020 and the offices closed on the 23rd March, with ways of working changing almost overnight. The change in the delivery of our activities is likely to have a significant and currently unpredictable impact on budgets. We are already aware that some of the smaller trusts and donors will be unable to support to the level they have previously.

One critical outcome of the situation is that responses to funding applications to support the Education Development Worker post have been delayed with potential opportunities limited. Identification of funding opportunities will become a priority, ensuring that the positive relationships, successful collaboration and achievements aren't lost. The delivery of the work will also prompt new and adaptive ways of working in the future not knowing how schools will operate in the short and longer term. Despite this, it is our ambition to widen our reach developing Young Carers Aware Communities.

**Report of the Trustees  
for the Year Ended 31 March 2020**

There are many interdependences across the team. One example of this is the work with schools provided by the Education Development role, which dovetails into the core service delivery contracted by Warwickshire County Council, up to September 2022. The schools work adds value by promoting the needs of young carers and enabling schools to meet objectives. The local council are supportive and interested in the organisation, as a whole, appreciating the benefits provided by Education Development Worker. We will continue to work in collaboration to identify ways (financial and in-kind) that additional support can be provided local authority. There is potential that this could offset some expenditure which could help to close the gap in our current funds.

We are unable to ascertain how grant funders will respond, if we are unable to meet the expected outcomes, with the restrictions placed on us and uncertainty as to the duration of this global pandemic. However, we are incredibly fortunate that the Lottery Community Fund, have already agreed an extension of six months to the Future Me Future Proof project which began in August 2019, then for the initial period of three years.

COVID-19 and the impact on funding has also highlighted the need to build capacity for fundraising and engagement within the team, developing the Fundraising Strategy, model and implementation. Building the capacity is also expected to mitigate against some of the financial risks as we continue to deliver to young carers, identified by the government as 'vulnerable', who are in turn caring for siblings parents and grandparent socially isolating and shielding, also deemed as vulnerable. We will be focussing capacity on closing the funding gap by around £1k per week and increasing our unrestricted funds

Our plan for Family Support Work Service is to develop and implement the new county wide model utilising current funding provided to support infant young carers and their families. Proactive fundraising to provide sustainability and longevity is also a high priority.

Donations in-kind continue to grow. Some examples are local groups providing resources such as craft materials for Group and activities, volunteers providing their time, business networks offering Warwickshire Young Carers representation at their forum and ActionCOACH Warwick providing coaching support. Thank you to everyone for providing gifted time, expertise, donations and resources to benefit the young carers.

There will be a refresh of the charity's Objects, Vision, Mission and Aims, to ensure the focus reflects Young Carers, which will be reflected in key documents in the future, including the Annual Financial Report 2020/21.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Structure, Governance and Management**

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

Carers Support Service was incorporated by guarantee on 6th December 2002 at the Registrar of Companies for England & Wales. Subsequently the name has been changed with Companies House to Warwickshire Young Carers at 21st March 2018. It has no share capital and is a registered charity ultimately controlled by its members. The guarantee of each member is limited to £10. The governing document is the Memorandum and Articles of Association of the Company and members of the Board of Trustees are the Directors of the Company.

### **Recruitment and Appointment of Trustee Directors**

At every Annual General Meeting, one third of the Trustee Directors who are subject to retirement by rotation shall retire from office. During the year, the Trustee Directors may appoint a person to be a Trustee Director. A Trustee Director so appointed may hold office only until the next following Annual General Meeting. A Trustee Director who retires at an Annual General Meeting may be reappointed.

John Cain, Kathy Wagstaff, Santosh Kundi all retire by rotation at the forthcoming AGM and, being eligible for re-election, offer themselves for re-election.

During the year Christine Boylan and Gillian Loader stepped down from their roles as Trustees and we thank them for their contributions made to the organisation.

**Report of the Trustees  
for the Year Ended 31 March 2020**

The Board currently comprises of ten Trustee Directors from a wide range of backgrounds, skills and experience. It is an aim that fifty per cent of Trustee Directors are current or former Carers. Currently there are seven Trustee Directors who are either current or former Carers.

**Organisational structure**

In 2019 there was a change in Chief Executive with the outgoing CEO, Deb Bignell leaving the organisation on 9 July 2019 and the incoming CEO Rachel Faulkner taking up post on the 7 October 2019. In the interim, the role of Chief Executive was held by Emma Carter and we thank Emma for her commitment and contribution to the organisation during this challenging time.

Warwickshire Young Carers has a Trustee Director Board which meets bi-monthly and is responsible for the strategic direction and policies of the organisation. The Finance Officer, Office Manager and CEO attend and participate in Board meetings but have no voting rights. The Chief Executive has responsibility for planning and developing services and strategies for Warwickshire Young Carers within the policies and protocols set down by the Trustee Directors. The Chief Executive ensures that the Staff Team is recruited and supported to provide the skills and expertise necessary to run a successful service for young carers and that the values of the service are observed.

**Trustee Directors Induction and Training**

Prospective new Trustee Directors are provided with copies of the Memorandum and Articles of Association and the current published Annual Report & Accounts. They are then invited to meet initially with the Chair.

This meeting covers: -

- o The obligations of Trustee Directors
- o Documentation that sets out the operational framework of the Charity including the Memorandum and Articles of Association
- o The current financial position of the Charity as set out in the current published Accounts

Finally, a prospective Trustee Director is invited to attend a Board Meeting as an observer.

Trustee Directors are encouraged to take responsibility for activities, or sit on working groups, commensurate with their particular skills or interests and undertake appropriate training opportunities.

**Risk management**

The Trustee Directors have reviewed, during the year, an assessment of the risks to which the organisation is exposed and identified actions to manage and reduce any risks identified in a written Risk Assessment document.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Company number**

04610367 (England and Wales)

**Registered Charity number**

1098357

**Registered office**

Holly Grange  
Holly Lane  
Balsall Common  
CV7 7EB

**Telephone**

024 7621 7740

**Report of the Trustees  
for the Year Ended 31 March 2020**

**Email**

info@warwickshireyoungcarers.org.uk

**Website**

www.warwickshireyoungcarers.org.uk

**Social media**



@WarksYC



Warwickshire Young Carers Project

**Trustees**

Mrs J E Bonser Chair  
Mrs M H Keddie Vice-Chair  
P C Blay Trustee Director  
Mrs C Boylan Trustee Director (resigned 26.11.19)  
J G D Cain Trustee Director  
H S Dhillon Trustee Director  
Mrs S Kundi Trustee Director  
Mrs G Loader Trustee Director (resigned 26.11.19)  
Mrs K Wagstaff Trustee Director  
Mrs H J Whiter Trustee Director

**Patron**

Mrs Anna Trye

**Company Secretary**

Mrs D Bignell (resigned 09.07.19)  
Miss E Carter (appointed 09.07.19) (resigned 26.11.2019)  
Ms R Faulkner (appointed 26.11.2019)

**Independent Examiner**

Locke Williams Associates LLP  
Chartered Accountants  
Blackthorn House  
St Pauls Square  
Birmingham  
West Midlands  
B3 1RL

**Senior Management**

The Chief Executive has been delegated responsibility for the day to day management of the charity.

**Principal Bankers**

CAF Bank Ltd, West Malling, ME19 4JQ.  
Virgin Money plc, Newcastle upon Tyne, NE3 45PL  
Cambridge and Counties Bank, Leicester LE1 6TE

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

Approved by order of the board of trustees on 12 October 2020 and signed on its behalf by:

Mrs J E Bonser  
Chair of Trustee Directors



**Independent Examiner's Report to the Trustees of  
Warwickshire Young Carers (Registered number: 04610367)**

**Independent examiner's report to the trustees of Warwickshire Young Carers ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2020.

**Responsibilities and basis of report**

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

**Independent examiner's statement**

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of ACA FCCA which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



David Williams FCA FCCA  
Locke Williams Associates LLP  
Chartered Accountants  
Blackthorn House  
St Pauls Square  
Birmingham  
West Midlands  
B3 1RL

12 October 2020



TRUSTED ACCOUNTING SOLUTIONS

**Warwickshire Young Carers**

**Statement of Financial Activities  
(Incorporating an Income and Expenditure Account)  
for the Year Ended 31 March 2020**

	Notes	Unrestricted funds £	Restricted funds £	<b>31.3.20 Total funds £</b>	31.3.19 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	2	52,085	400,040	452,125	373,296
Investment income	3	3,046	-	3,046	2,283
Other income		-	-	-	1,198
<b>Total</b>		<b>55,131</b>	<b>400,040</b>	<b>455,171</b>	<b>376,777</b>
 <b>EXPENDITURE ON</b>					
Raising funds		18,818	-	18,818	21,596
<b>Charitable activities</b>					
Charitable Activities		133,882	296,840	430,722	440,742
<b>Total</b>		<b>152,700</b>	<b>296,840</b>	<b>449,540</b>	<b>462,338</b>
 <b>NET INCOME/(EXPENDITURE)</b>		<b>(97,569)</b>	<b>103,200</b>	<b>5,631</b>	<b>(85,561)</b>
Transfers between funds	12	46,251	(46,251)	-	-
Net movement in funds		(51,318)	56,949	5,631	(85,561)
 <b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		82,962	120,961	203,923	289,484
 <b>TOTAL FUNDS CARRIED FORWARD</b>		<b><u>31,644</u></b>	<b><u>177,910</u></b>	<b><u>209,554</u></b>	<b><u>203,923</u></b>

The notes form part of these financial statements

Warwickshire Young Carers (Registered number: 04610367)

Balance Sheet  
31 March 2020

	Notes	Unrestricted funds £	Restricted funds £	31.3.20 Total funds £	31.3.19 Total funds £
<b>CURRENT ASSETS</b>					
Debtors	9	12,500	-	12,500	16,681
Cash at bank and in hand		<u>33,612</u>	<u>177,909</u>	<u>211,521</u>	<u>205,256</u>
		46,112	177,909	224,021	221,937
<b>CREDITORS</b>					
Amounts falling due within one year	10	(14,467)	-	(14,467)	(18,014)
<b>NET CURRENT ASSETS</b>		<u>31,645</u>	<u>177,909</u>	<u>209,554</u>	<u>203,923</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>					
		<u>31,645</u>	<u>177,909</u>	<u>209,554</u>	<u>203,923</u>
<b>NET ASSETS</b>		<u>31,645</u>	<u>177,909</u>	<u>209,554</u>	<u>203,923</u>
<b>FUNDS</b>					
Unrestricted funds	12			31,645	82,962
Restricted funds				<u>177,909</u>	<u>120,961</u>
<b>TOTAL FUNDS</b>				<u>209,554</u>	<u>203,923</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2020.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2020 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

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 and authorised for issue on 12 October 2020 and were signed on its behalf by:



Mrs J E Bonser:  
Chair of Trustee Directors

The notes form part of these financial statements

## Warwickshire Young Carers

### Notes to the Financial Statements for the Year Ended 31 March 2020

#### 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 2019)', 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.

##### **Financial reporting standard 102 - reduced disclosure exemptions**

The charitable company has taken advantage of the following disclosure exemptions in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows.

##### **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. The following specific policies are applied to specific categories of income:

- i. Voluntary income is received by way of donations and is included in full in the statement of financial activities when receivable.
- ii. Interest is included when receivable.
- iii. Incoming resources from grants and contracts which are related to performance and specific deliverables are accounted for as the charity earns the right to the consideration by its performance. Grant income received during the year that relates to a subsequent financial period is carried forward as a creditor in the balance sheet and shown as deferred grant income.
- iv. The value of services provided by volunteers has not been included.

##### **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.

Resources expended include attributable VAT which cannot be recovered.

Charitable expenditure comprises these costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature required to support them.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the independent examiner's fees and costs relating to the AGM and other meetings of the Trustee Directors.

All costs are allocated between the expenditure categories of the SoFA on a basis designed to reflect the use of the resource. Certain providers of funds restrict the nature of the expenditure which can be allocated to that restricted fund. Costs relating to a particular activity are allocated directly or are apportioned on the appropriate basis of usage or time spent.

##### **Taxation**

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

##### **Fund accounting**

Unrestricted funds are available for use at the discretion of the Trustee Directors in furtherance of the charitable objectives of Warwickshire Young Carers.

## Warwickshire Young Carers

### Notes to the Financial Statements - continued for the Year Ended 31 March 2020

#### 1. ACCOUNTING POLICIES - continued

##### Fund accounting

Restricted funds are funds subject to specific restrictions imposed by donors. The purpose and use of the restricted funds is set out in the notes to the financial statements.

Designated funds comprise funds which have been set aside at the discretion of the Trustee Directors for specific purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

##### 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.

##### Tangible fixed assets

Asset additions costing less than £1,500 are not capitalised. The charity has not purchased any assets costing in excess of £1,500.

##### Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

##### Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

##### Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the statement of financial activity on a straight-line basis over the period of the lease.

#### 2. DONATIONS AND LEGACIES

	31.3.20	31.3.19
	£	£
Donations	74,690	85,763
Grants	<u>377,435</u>	<u>287,533</u>
	<u>452,125</u>	<u>373,296</u>

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

	31.3.20	31.3.19
	£	£
Henry Smith	49,900	43,500
Big Lottery Fund - Time4Us	495	74,029
Warwickshire County Council - Young Carers	160,002	170,004
Big Lottery Fund - Future Me Future Proof	157,038	-
Cares 4 Kids	<u>10,000</u>	-
	<u>377,435</u>	<u>287,533</u>

## Warwickshire Young Carers

### Notes to the Financial Statements - continued for the Year Ended 31 March 2020

#### 3. INVESTMENT INCOME

	<b>31.3.20</b>	31.3.19
	£	£
Deposit account interest	<u><b>3,046</b></u>	<u>2,283</u>

#### 4. SUPPORT COSTS

	Office premises £	Insurance £	Consultancy £	Governance costs £	Totals £
Charitable Activities	<u><b>20,240</b></u>	<u><b>3,087</b></u>	<u><b>15,720</b></u>	<u><b>2,352</b></u>	<u><b>41,399</b></u>

In 2019/2020 most of the support costs can be directly allocated to the relevant projects. As a result, the support costs analysis does not include any costs relating to restricted funds.

Support costs are those costs that, whilst necessary to deliver an activity, do not themselves produce or constitute the output of the charitable activity. Support costs are the overheads of the charity.

Providers of restricted funds have specified the nature of the costs which can be charged to that fund and this prevents a full allocation of support costs to certain restricted funds.

Management salaries include administration salaries and are allocated on the basis of time spent. Premises and equipment, insurance, recruitment and training and other overheads are directly allocated. Communications are allocated on usage.

#### 5. NET INCOME/(EXPENDITURE)

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

	<b>31.3.20</b>	31.3.19
	£	£
Independent Examiners' fee	<u><b>1,200</b></u>	<u>1,200</u>

#### 6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2020 nor for the year ended 31 March 2019.

##### Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2020 nor for the year ended 31 March 2019.

#### 7. STAFF COSTS

	<b>31.3.20</b>	31.3.19
	£	£
Wages and salaries	<b>282,959</b>	287,751
Social security costs	<b>21,877</b>	22,009
Other pension costs	<u><b>16,447</b></u>	<u>15,929</u>
	<u><b>321,283</b></u>	<u>325,689</u>

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

	<u><b>31.3.20</b></u>	<u>31.3.19</u>
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## Warwickshire Young Carers

### Notes to the Financial Statements - continued for the Year Ended 31 March 2020

#### 7. STAFF COSTS - continued

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

Remuneration paid to key management personnel in the year was £35,479.

The average weekly number of employees during the year was 16 (2019 - 12)

The charity administers contributions to personal pension schemes for staff. The Charity makes contributions to these schemes.

From April 2016 the Charity has selected, for auto enrolment purposes, the Government's NEST Scheme for employees not in a pension scheme.

#### 8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	63,397	309,899	373,296
Investment income	2,283	-	2,283
Other income	<u>1,198</u>	<u>-</u>	<u>1,198</u>
<b>Total</b>	66,878	309,899	376,777
<b>EXPENDITURE ON</b>			
Raising funds	21,596	-	21,596
<b>Charitable activities</b>			
Charitable Activities	104,443	336,299	440,742
	<u>                    </u>	<u>                    </u>	<u>                    </u>
<b>Total</b>	126,039	336,299	462,338
	<u>                    </u>	<u>                    </u>	<u>                    </u>
<b>NET INCOME/(EXPENDITURE)</b>	(59,161)	(26,400)	(85,561)
<b>Transfers between funds</b>	<u>24,676</u>	<u>(24,676)</u>	<u>-</u>
<b>Net movement in funds</b>	(34,485)	(51,076)	(85,561)
<b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>	117,450	172,034	289,484
	<u>                    </u>	<u>                    </u>	<u>                    </u>
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u>82,965</u>	<u>120,958</u>	<u>203,923</u>

**Warwickshire Young Carers**

**Notes to the Financial Statements - continued  
for the Year Ended 31 March 2020**

<b>9.</b>	<b>DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>	<b>31.3.20</b>	31.3.19
		£	£
	Trade debtors	<b>12,500</b>	14,567
	Prepayments and accrued income	<u>-</u>	<u>2,114</u>
		<b><u>12,500</u></b>	<b><u>16,681</u></b>

<b>10.</b>	<b>CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>	<b>31.3.20</b>	31.3.19
		£	£
	Trade creditors	<b>3,966</b>	5,922
	Social security and other taxes	<b>7,024</b>	6,274
	Accruals and deferred income	<u>3,477</u>	<u>5,818</u>
		<b><u>14,467</u></b>	<b><u>18,014</u></b>

**11. LEASING AGREEMENTS**

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

	<b>31.3.20</b>	31.3.19
	£	£
Within one year	<b>695</b>	695
Between one and five years	<u>695</u>	<u>1,390</u>
	<b><u>1,390</u></b>	<b><u>2,085</u></b>

**12. MOVEMENT IN FUNDS**

	At 1.4.19	Net movement	Transfers between	At
	£	in funds	funds	31.3.20
		£	£	£
<b>Unrestricted funds</b>				
General fund	71,738	(99,140)	46,251	18,849
Donations	<u>11,224</u>	<u>1,572</u>	-	<u>12,796</u>
	<b>82,962</b>	<b>(97,568)</b>	<b>46,251</b>	<b>31,645</b>
<b>Restricted funds</b>				
Family Support	46,852	4,884	(5,587)	46,149
Henry Smith Charity	17,191	15,575	(8,230)	24,536
Warwickshire County Council - Young Carers Service	56,918	4,625	(21,399)	40,144
Big Lottery - Future Me Future Proof	<u>-</u>	<u>78,115</u>	<u>(11,035)</u>	<u>67,080</u>
	<b><u>120,961</u></b>	<b><u>103,199</u></b>	<b><u>(46,251)</u></b>	<b><u>177,909</u></b>
<b>TOTAL FUNDS</b>	<b><u>203,923</u></b>	<b><u>5,631</u></b>	<b><u>-</u></b>	<b><u>209,554</u></b>

## Warwickshire Young Carers

### Notes to the Financial Statements - continued for the Year Ended 31 March 2020

#### 12. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	44,808	(143,948)	(99,140)
Donations	<u>10,323</u>	<u>(8,751)</u>	<u>1,572</u>
	<b>55,131</b>	<b>(152,699)</b>	<b>(97,568)</b>
<b>Restricted funds</b>			
Family Support	33,100	(28,216)	4,884
Henry Smith Charity	49,900	(34,325)	15,575
Warwickshire County Council - Young Carers Service	160,002	(155,377)	4,625
Big Lottery - Future Me Future Proof	<u>157,038</u>	<u>(78,923)</u>	<u>78,115</u>
	<u><b>400,040</b></u>	<u><b>(296,841)</b></u>	<u><b>103,199</b></u>
<b>TOTAL FUNDS</b>	<u><b>455,171</b></u>	<u><b>(449,540)</b></u>	<u><b>5,631</b></u>

#### Comparatives for movement in funds

	At 1.4.18 £	Net movement in funds £	Transfers between funds £	At 31.3.19 £
<b>Unrestricted funds</b>				
General fund	102,240	(55,178)	24,676	71,738
Donations	<u>15,210</u>	<u>(3,986)</u>	-	<u>11,224</u>
	117,450	(59,164)	24,676	82,962
<b>Restricted funds</b>				
Family Support	45,599	3,246	(1,993)	46,852
Henry Smith Charity	13,802	11,619	(8,230)	17,191
Big Lottery - Time 4 Us	43,355	(48,849)	5,494	-
Warwickshire County Council - Young Carers Service	<u>69,278</u>	<u>7,587</u>	<u>(19,947)</u>	<u>56,918</u>
	<u>172,034</u>	<u>(26,397)</u>	<u>(24,676)</u>	<u>120,961</u>
<b>TOTAL FUNDS</b>	<u><b>289,484</b></u>	<u><b>(85,561)</b></u>	<u><b>-</b></u>	<u><b>203,923</b></u>

## Warwickshire Young Carers

### Notes to the Financial Statements - continued for the Year Ended 31 March 2020

#### 12. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	55,084	(110,262)	(55,178)
Donations	<u>11,794</u>	<u>(15,780)</u>	<u>(3,986)</u>
	66,878	(126,042)	(59,164)
<b>Restricted funds</b>			
Family Support	21,972	(18,726)	3,246
Henry Smith Charity	43,498	(31,879)	11,619
Big Lottery - Time 4 Us	74,027	(122,876)	(48,849)
Warwickshire County Council - Young Carers Service	<u>170,402</u>	<u>(162,815)</u>	<u>7,587</u>
	<u>309,899</u>	<u>(336,296)</u>	<u>(26,397)</u>
<b>TOTAL FUNDS</b>	<u><u>376,777</u></u>	<u><u>(462,338)</u></u>	<u><u>(85,561)</u></u>

#### Restricted funds:

- Warwickshire County Council      Funds the Young Carers Core Service
- Family Support      To provide Family Support Workers and associated costs and funded by the following Foundations:-- The Openwork Foundation- The Misses Barrie Charitable Trust- St James Place Charitable Trust- Cemex- Masonic Charitable Trust- Midcounties Coop
- Big Lottery - Time 4 Us      Funds the Time4Us Project
- Big Lottery - Future Me Future Proof      Funds the Future Me Future Proof project, which supports over 1,500 young adult carers living across Warwickshire, helping them transition from school into adulthood and further education.
- Henry Smith Charity      Funds for working with Primary and Secondary Schools in Warwickshire

#### Designated funds:

- Donations      These donations have been designated for use on Warwickshire Young Carers by the Trustees

#### Transfers between funds

The transfers between funds for the year represent:

£46,251 (2019: £42,234) for fees charged to restricted funds to cover administration and support workers' costs incurred on projects undertaken during the year.

£nil (2019: £17,658) to cover the shortfall in funding from the National Lottery - Time 4 Us project.

**Warwickshire Young Carers**

**Notes to the Financial Statements - continued  
for the Year Ended 31 March 2020**

**13. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 March 2020.