

Charity No. 1086598

THE RESPITE ASSOCIATION
TRUSTEES' REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2010

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CHARITY INFORMATION

Trustees: Mr John Turner MInstF (Cert) - Chair
Ms Gabrielle Wellesley (resigned March 31st 2010)
Mrs Katherine Turner MInstF (Cert) - Hon. Treasurer
Dr Alastair I Bell MBBS, DFFP - Hon. Secretary
Mrs Catherine Scaife (appointed December 5th 2010)

Charity Number 1086598

Charity Offices 102 High Road
Moulton
Nr Spalding
Lincs, PE12 6PD

Independent Examiner Mrs A King
Spinney Farm House
Clay Dyke Bank, Amber Hill
Boston, Lincs
PE20 3RN

Bankers (Main Acct) NatWest Bank Plc
10 Market Place
Boston
Lincs
PE21 6EJ

Bankers (Reserve Acct) Santander UK Plc
BBAM Bridle Road
Bootle
GIR 0AA

TRUSTEES' REPORT FOR THE YEAR ENDED 31ST DECEMBER 2010

The Trustees present their report and accounts for the year ended 31st December 2010.

Trustees

Trustees who served during the year were as follows:

Ms Gabrielle Wellesley (resigned 31st March 2010)
Mr John Turner MInstF (Cert) who holds the office of Chairman.
Mrs Katherine Turner MInstF (Cert) who holds the office of Hon. Treasurer.
Dr Alastair I Bell MBBS, DFFP who holds the office of Hon. Secretary
Mrs Catherine Scaife (appointed December 5th 2010)

Appointment of Trustees is governed by the Constitution of the Charity. Trustees are appointed at the Annual General Meeting each year and are authorised to fill vacancies arising through resignation or death of an existing Trustee.

Investment Powers

The Constitution authorises the Trustees to make and hold investments using the general funds of the Charity, but no such investments are presently held.

Structure, governance and management

The Charity is established by written constitution and its objects are:

The relief of sickness and poverty of elderly, disabled, sick or infirm persons, and their carers, within the United Kingdom, by offering assistance to enable those in need to secure Respite Care.

The policy of the Charity continues to be to seek additional finance and support to run the Charity for the benefit of current and future beneficiaries.

The Trustees delegate the day-to-day responsibility for managing the Charity to the Chief Executive/Administrator Mr Preston Keeling FInstF.

The Charity was registered with the Charity Commission on May 16th 2001.

Reserves

The policy of the Trustees as adopted on December 19th 2004 is to work toward the building of Reserves which it is anticipated would be equal to the likely expenditure of the Charity for a period of six months, this sum is currently estimated to be £35,000 (reviewed annually). Actual Reserves at the commencement of the year covered by this Report stood at £25,106. During the year a further sum of £7,500 was approved by the Trustees to be transferred into the Reserve Account and at the end of the 2010 Financial Year the amount held in that account, including interest, stood at £32,632. Given the low levels of Bank interest currently being offered to savers/Investors the Trustees intend to keep the placement of the Reserves under constant review during the 2011 Financial Year in order to secure the best possible return whilst maintaining the security of the funds.

Objectives and Summary of Activities in their Support

As described in our Governing document, the objectives of the Charity remain as follows:

The relief of sickness and poverty of elderly, disabled, sick or infirm persons, and their carers, within the United Kingdom, by offering assistance to enable those in need to secure Respite Care.

In support of the above objectives our main activities during this reporting/accounting period have continued to involve us enabling Carers to obtain alternative care, either in the home or via residential provision, for the person or persons (almost always a close family member) for whom they normally provide assistance so that they may take a much need break to recharge their batteries. We continue to work closely with a number of other charities. We also work with an increasing number of Statutory Authorities, whilst ensuring that our help is in addition to their funding not a replacement.

Achievements and performance

The year to 31st December 2010 was the ninth full year of operation for The Respite Association.

As reported in our Annual Report for 2009, the number of people coming to us for the actual provision of Respite Care and advice on how to access any statutory provision continues to increase year on year.

During 2010 we saw an increase in the number of clients brought to us via harassed social workers who were either seeking part-funding for clients respite breaks due to cutbacks or support for clients they were completely unable to assist through funding difficulties but knew to be in genuine need of help. In particular we observed a very sharp increase during the December 2010, in the number of phone calls and applications coming into us via Social Service Departments around the country and especially from the North East of England

As previously reported our income dropped quite sharply in 2009 due largely to the prevailing economic climate, whilst 2010 saw us recover a little from this, the Trustees fully expect 2011 to prove to be our most challenging year since our formation. The certainty of further limitations on expenditure by Statutory Bodies and by other Charitable Organisations will no doubt see us suffer from the dual effect of increased demand being made upon our resources during a period where generating income will prove increasingly difficult.

During 2010 the number of cases we have been able to assist during the period covered by this report rose to 176, an increase of 15 (9%) over the previous year. We continue to be proud of the 'Value for Money' our work offers given the degree of assistance we are able to offer to some very stressed individuals and families many of whom are unable to obtain such assistance elsewhere. We are often the point of 'last resort' for Carers who find it impossible to gain help with Respite Care from any other source.

We were disappointed to note that Central Government funding for Respite Care provision by Local Authorities was not ring fenced, which throws into doubt exactly how this money will be used.

Finally, we should like to thank those many organisations and individuals who so kindly supported our work during 2010, and without whose help we would not be able to operate.

Planned actions for 2011

The Trustees are mindful of how very difficult it will be for everyone involved in the provision of respite breaks to maintain an acceptable level of service during the coming twelve months, accordingly it is their intention to concentrate significantly on the charity's core activity of maintaining and further developing the provision of direct assistance to Carers. However, they will not be losing sight of the fact that they would still like to further assist financially disadvantaged carers by providing a holiday facility either free of charge or at a greatly discounted price, accordingly, this project remains one of our objectives.

Statement of Public Benefit

The work of the Respite Association benefits significant numbers of Carers, these being persons who are caring for someone who is terminally ill, long-term sick, physically or mentally disabled. The Charity helps Carers without any bias regarding sex, age or ethnicity. The help provided benefits not only the Carer but frequently the whole of their family. Many Carers of young disabled or sick children have other children who are unintentionally neglected due to the degree of attention required for the other child, our Respite Care breaks allow the parents to spend quality time with such children. The provision of a Respite Break for a Carer also has a beneficial effect for the person who they usually care for who may otherwise become distressed at the degree of stress (physical and mental) the Carer maybe be suffering.

Approval

The Trustees approved this report on Sunday April 3rd 2011 and is signed on their behalf by:



John Turner MInstF (Cert)
Trustee & Chairman

DONATIONS RECEIVED DURING 2010 FINANCIAL YEAR

Our sincere thanks go to the following organisations for their much appreciated financial support during 2010. We also send our thanks to those organisations that asked not to be named publicly.

Harford Charitable Trust
The Rest-Harrow Trust
The Barbour Trust
The Robert McAlpine Foundation
Cumberland Building Society Charitable Foundation
Lionel Wigram Memorial Trust
The John Avins Trust
Blakemore Foundation
Gordon Napier Charitable Trust
White Oak Charitable Trust
Waynflete Charitable Trust
The Paget Trust
The Archer Trust
Jill Franklin Trust
The Milbourn Charitable Trust
The Vivienne & Sam Cohen Charitable Trust
The Sir James Roll Charitable Trust
The Souter Charitable
Wilmcote Chariturst
WLS Charitable Fund
The David Solomons Charitable Trust
SC & ME Morland's Charitable Trust
The Kate Wilson Oliver Trust
Henhurst Charitable Trust
The Wychwood Charitable Trust
The R S Brownless Charitable Trust
The Patricia & Donald Shepherd Charitable Trust
The Bergne-Coupland Charity
CD Horton Charitable Trust
JC Seccombe Charitable Trust
The Green & Lillian F M Ainsworth & Family Benevolent Fund
The Oak Trust
Sheila Whitley Trust
The Alchemy Foundation
The Hospital Saturday Fund
The Clan Trust Ltd
The George Ernest Ellis Foundation
The Stanley Smith Charitable Memorial Fund
PZ Cussons (Int) Ltd
The Bank of England Charitable Trust
The Michael & Anna Wix Charitable Trust
The Original Factory Shop
WPP 2005 Limited
Albert Hunt Charitable Trust
The Jane Hodge Foundation
The Vandervell Foundation
Yorkshire Building Society Charitable Foundation
Marsh Christian Trust
The Weinstein Foundation
Jardine Lloyd Thompson Group Charities Committee
Sir John Eastwood Foundation
Eleanor Rathbone Charitable Trust
Howard Charitable Trust
The Sir Jules Thorn Charitable Trust

The R & J Garner Charitable Trust
Truemark Trust
The Coutts Charitable Trust
The N Smith Charitable Settlement
The Walter Guinness Charitable Trust
The Jarman Trust
Duchy of Lancaster Benevolent Fund
The Forest Hill Charitable Trust
Preston Parish Council
StorAid Ltd
The Bisgood Charitable Trust
James Wise Charitable Trust
Henry James Sayer Charity
Baron Davenport's Charity

Risk Assessment

The Board receives a report (most recent dated November 17th 2010) from the CEO/Administrator on any perceived risks both physical and financial on a half yearly basis. At present no significant risks have been identified other than the need to monitor our financial situation ever more carefully in the current economic climate.

Investment Policy

The Charity currently needs to continue building its small reserves in order to meet the targeted sum (see Reserves Policy above, page 4). Currently the Reserves are held in an account with Messrs Santander (formerly Alliance & Leicester). However it is the intention of The Trustee Board to keep this under constant review in order to establish whether this is the best place for the money to be safely deposited whilst achieving a reasonable rate of return. Currently the Charity holds no formal Investments (Shares, Bonds etc). The Trustees feel that the small Reserves held should be in an easily accessible account rather than held as Investments at this time.

Independent examiner's report on the accounts

**Report to the trustees/
members of** The Respite Association

**On accounts for the year
ended** December 31st 2010 **Charity no (if any)** 1086598

Set out on pages 10 to 13 Inclusive

Respective responsibilities of trustees and examiner The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act)) and that an independent examination is needed.

It is my responsibility to

- examine the accounts (under section 43 of the Act),
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the Act), and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement My examination was carried out in accordance with General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

Independent examiner's statement In the course of my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in, any material respect, the trustees have not met the requirements to ensure that:
 - proper accounting records are kept (in accordance with section 41 of the Act); and
 - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

A King

Date:

1/4/2011

Name:

ANNE KING

Relevant professional qualification(s) or body (if any):

M. M Inspector of Taxes (retired)

Address:

Spinney Farm House

Claydon Bank

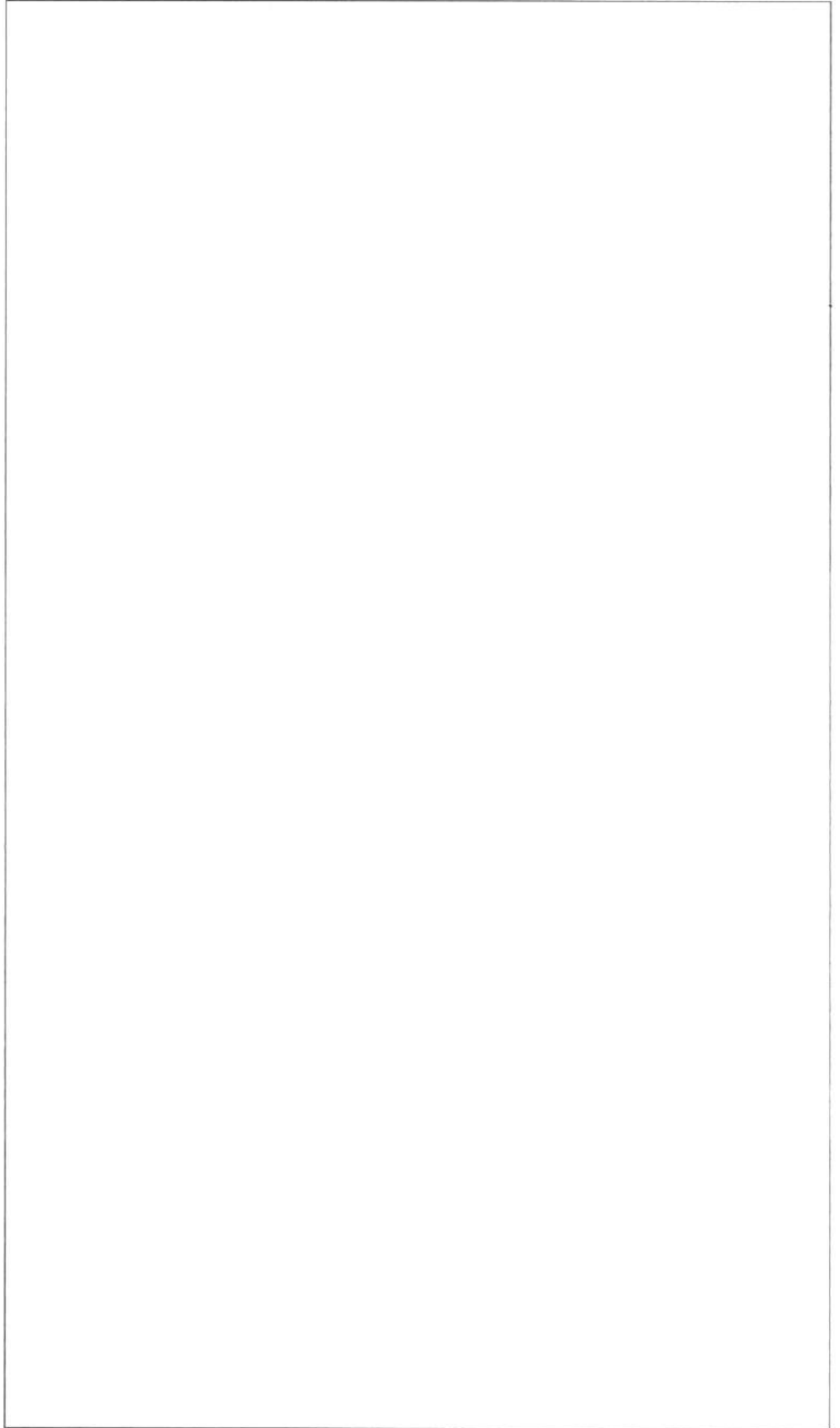
Amble Hill

Boston PE20 3LW

Disclosure section

Only complete if the examiner needs to highlight material problems.

Give here brief details of any items that the examiner wishes to disclose.



RECEIPTS AND PAYMENTS ACCOUNTS
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR COMMENCING 1ST JANUARY 2010 and ENDING 31ST DECEMBER 2010

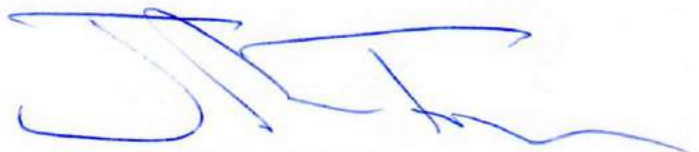
		<u>2010</u>			<u>2009</u>
	<u>Notes</u>	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>	<u>Total</u>
<u>Incoming Resources</u>					
Trust and Corporate Donations		57,699	14,040	71,739	67,973
Donations from Individuals		370	-	370	832
Bank Interest		25	-	25	50
Marathon sponsorship		-	-	-	-
		<hr/>	<hr/>	<hr/>	<hr/>
Total incoming resources		58,094	14,040	72,134	68,855
 <u>Resources Expended</u>					
<u>Direct charitable expenditure</u>					
Charitable support costs		48,439	10,375	58,814	57,712
 <u>Other expenditure</u>					
Independent examiner's fees		-	-	-	-
Fundraising		2,966	102	3,068	2,412
Administration		437	-	437	420
Subscriptions		528	-	528	538
Insurance		221	-	221	227
Publicity		563	192	755	481
Training		-	-	-	-
Office Rent		1,000	-	1,000	1,040
Misc		-	-	-	480
Asset purchase - Equipment		205	-	205	1,394
		<hr/>	<hr/>	<hr/>	<hr/>
Total expenditure	2	54,359	10,669	65,028	64,704
		<hr/>	<hr/>	<hr/>	<hr/>
Net movement in fund for the year		3,735	3,371	7,106	4,151
Total funds brought forward		48,193	9,505	57,698	53,547
		<hr/>	<hr/>	<hr/>	<hr/>
Total funds carried forward		51,928	12,876	64,804	57,698
		<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

The notes on pages 12 and 13 form part of these accounts.

STATEMENT OF ASSETS AND LIABILITIES AS AT 31ST DECEMBER 2010

		<u>2010</u>			<u>2009</u>
	<u>Notes</u>	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>	<u>Total</u>
Fixed Assets					
4 Computers & two printers	1&4	638	417	1,055	948
Purchases during current year		-	-	-	1,161
Total Fixed Assets		638	417	1,055	2,109
Current Assets					
Cash at bank – Current account		19,297	12,876	32,173	32,592
Deposit account		32,632	-	32,632	25,106
Total Current Assets (in line with Receipts and payments account)		51,929	12,876	64,805	57,698
TOTAL ASSETS		52,567	13,293	65,860	59,807
Current liabilities					
Commitments to beneficiaries	3	10,831	890	11,721	14,229
Net current assets					
TOTAL ASSETS LESS CURRENT LIABILITIES		41,736	12,403	54,139	45,578
Capital		41,098	11,986	53,084	43,469

Approved by the Trustees on Sunday April 3rd 2011
And signed on their behalf.



John P Turner MInstF (Cert)
Chairman & Trustee

The notes on pages 12 & 13 form part of these accounts.

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2010

1 Accounting policies

Basis of preparation of accounts

The Charity's Trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (The Act) and that an independent examination is needed. The accounts are prepared on a Receipts and Payments Basis. The Trustees have included a brief Statement of Public Benefit within their Report.

Income

Voluntary income and donations are accounted for as received by the Charity. No permanent endowments have been received in the period.

Value added tax

Value added tax is not recoverable by the Charity, and as such is included in the relevant costs in the Statement of Financial Activities.

Fixed assets

The Charity owns four computers and two laser printers. The value of each item will be reduced each year in line with the estimated life of the equipment normally 33.3% per annum, of the original price. In the case of new purchases they will be depreciated by half the annual depreciation rate in the year of actual purchase.

Office Rent

Office accommodation is provided at a greatly subsidised cost by The Holbeach St Marks Community Association. For security and privacy reasons mail is still forwarded to the home address of our administrator. The rent also includes the cost of heating and lighting. The cost of a satellite internet connection is now also included within the rent.

2 Expenditure

	<u>2010</u>	<u>2009</u>
	£	£
Staff Costs	19,512	19,484
Direct Care Provision Funding	39,732	39,027
Administration	437	420
Telephone	690	563
Postage & Stationery	1,062	350
Subs	528	538
Accountancy	-	-
Fundraising	1,438	1,180
Publicity	203	481
Equipment Purchase	205	1,394
Trustee/Staff Training	-	-
Trustee Expenses	-	-
Office Rent	1,000	1,040
Insurance	221	227
	<u>65,028</u>	<u>64,704</u>

3 Current Liabilities

Commitments to beneficiaries (Respite Care Packages agreed but not yet paid)	<u>11,721</u>	<u>14,229</u>
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NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2010

4	<u>Fixed Assets</u>	2010			2009
		<u>UNRESTRICTED</u>	<u>RESTRICTED</u>	<u>TOTAL</u>	<u>TOTAL</u>
		£	£	£	£
	Balance b/f as at 1.1.10	1,276	833	2,109	1,421
	Additions in the year	-	-	-	1,394
	Less: Depreciation charge	638	416	1,054	706
	Net book value 31 st December 10	638	417	1,055	2,109

Note: Purchases only included if individual items cost over £150 which none did in 2010.

5	<u>Staff Costs</u>	2010	2009
	Total staff costs	19,762	19,484
	Average number of staff	2 (1 x ¾ Time & 1 x ½ Time)	1 (F/Time)

6 Restricted Income

Restricted Income is to be used (at the donor(s) request) for the benefit of Carers who reside within specific geographical locations and sometimes in cases involving people within certain age categories e.g. elderly persons or children. Occasionally Donors may sponsor a piece of equipment or the printing of one of our information leaflets.