

# Caring for Carers since 2001



Trustees' Annual Report & Accounts

For the period  
January 25<sup>th</sup> 2021 to December 31<sup>st</sup> 2021





All of the banner quotes are genuine quotes received from clients during 2021

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# The work that TRA does is amazing

## Charity Information

<b>Patron</b>	Miss Joanna Lumley DBE, FRGS
<b>Trustees</b> (at 31 <sup>st</sup> December 2021)	Hon. Alderman Alex Bentley - Honorary Chair Miss Valerie England - Honorary Co-Treasurer Miss Rosemary England - Honorary Co-Treasurer Mr Ashley Free Ms Kemi Adenubi
<b>Charity Number</b>	1193232
<b>Address</b>	Highfield Barn Lewdown Okehampton Devon EX20 4DS  <a href="mailto:help@respiteassociation.org">help@respiteassociation.org</a>
<b>Independent Examiner</b>	Mr Martin Cronin MAAT FCIE MICB Bowhill Bookkeeping Services 172 Newman Road Exeter Devon EX4 1PQ
<b>Bankers (Main)</b>	CAF Bank Ltd 25 Kings Hill West Malling Kent ME19 4JQ
<b>Bankers (Reserve Account)</b>	CAF Bank Ltd 25 Kings Hill West Malling Kent ME19 4JQ
<b>Investments</b>	M&G Charities PO Box 9038 Chelmsford CM99 2XF

Thank you so much! You don't know how much this means to us all!

## Trustees' report for the period ended December 31<sup>st</sup> 2021

### **Trustees**

The Trustees who served during the period 25<sup>th</sup> January to 31<sup>st</sup> December 2021 and up to the date the report was approved were as follows:

Hon. Alderman Alex Bentley - Honorary Chair  
Miss Valerie England - Honorary Co-Treasurer  
Miss Rosemary England - Honorary Co-Treasurer  
Mr Ashley Free (resigned 26<sup>th</sup> February 2022)  
Ms Kemi Adenubi (joined 26<sup>th</sup> November 2021)  
Mrs Joanne Clark (joined 20<sup>th</sup> May 2022)

The charity is governed by an executive committee of no less than 3 members. The power of appointing new trustees is vested in the surviving or continuing trustees.

### **Investment Powers**

The constitution authorises the trustees to make and hold investments using the general funds of the charity.

### **Structure, governance and management**

The charity was originally established as an unincorporated association by written constitution dated 22<sup>nd</sup> January 2000 (registration number 1086598). As part of the charity's planned purchase of a bricks and mortar respite facility, a new Charitable Incorporated Organisation (CIO) was formed (under this new registration number of 1193232) on 25<sup>th</sup> January 2021. All assets, staff and trustees transferred to the new charity at the end of February 2021 as reflected in the published accounts of charity number 1086598 for the period ended 28<sup>th</sup> February 2021. The old unincorporated charity number 1086598 will remain open for the time being to allow for the continued collection of anonymous and/or recurrent donations and any legacies. A legal transfer document to periodically transfer any funds collected in this way from charity number 1086498 to charity number 1193232 is in place. The objects of the new CIO are:

The relief of sickness and poverty of people with disabilities, long-term physical or mental health conditions or terminal illnesses, and their carers, within the United Kingdom, by (a) offering assistance to enable those in need to secure respite care and (b) providing respite breaks and other support for carers.

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. Throughout the year the trustees delegate the day to day responsibility for managing the charity to the administrator/chief executive Mr John Turner MBE.

### **Objectives and Summary of activities in their support**

In support of these 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-needed break to recharge their batteries. We continue to work closely with a number of other charities, and with statutory authorities, whilst ensuring that our help is in addition to their funding not a replacement.

I am not sure if you are aware what an amazingly special impact this respite has had on myself and my family.

### **Recruitment and training of Trustees**

Trustees are encouraged to take part in and attend appropriate external training courses as are staff. Recruitment of Trustees is open to any suitable individual regardless of race, religion or gender. New Trustees will be required to take part in an induction course organised by the administrator/chief executive and will be issued with the latest version of the Charity Commission's 'The essential trustee' guidance.

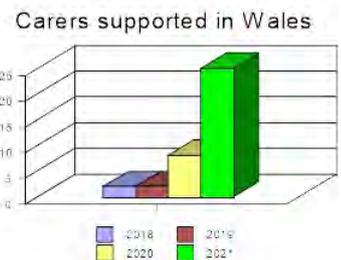
### **Achievements and performance**

During its first (partial) financial year of operation, the charity achieved its objectives in several ways, key amongst which were:

- ✓ In order to continue to provide our very popular 'Carers Breaks' service we have purchased a new caravan in north Wales and a holiday bungalow in Cornwall. Both were fully booked from their opening in June through to the end of the season in October. In order to facilitate the purchase of our first bricks and mortar holiday facility in Cornwall we were advised to convert to a CIO. We were incredibly grateful to Big Issue Invest for providing a donation to cover the legal costs of the conversion and for providing both a grant and a loan to facilitate the purchase of the bungalow.
- ✓ We formed a strategic partnership with Revitalise, a charity providing specialist integrated care respite breaks for carers at their facilities in Merseyside, Hampshire and Essex, in which Revitalise match funded our support up to £500 per carer. Two of their three facilities were closed during 2021 due to the ongoing challenges with the pandemic, however we were still able to support 20 carers through this route and added value to our support totalling nearly £10,000.
- ✓ We have continued to work to provide support throughout the Covid 19 pandemic for the many unpaid Carers who come to us, often at breaking point, from around the Country desperately seeking a much-needed break from their daily caring role. The breaks enabled many of the Carers to maintain some level of normality in their lives, as it is all too easy for them to become socially isolated. In the main, cases involved three distinct groups of unpaid Carers:
  - a) Elderly wives or husbands caring for a spouse with some form of Dementia or other debilitating condition. While social isolation affects most types of carers, it is particularly common amongst this group as their visitors generally become rarer due to embarrassment.
  - b) Adult children caring for an elderly parent who has, in many cases, moved into their home to be cared for.
  - c) Parents of a long-term sick or disabled child. In these instances it is often the case that other children in the family miss out and the parents want to spend a little quality time with them.
- ✓ The challenges of Covid-19, and the loss of many services for carers, meant that 2021 was our busiest year since we were formed in 2001, with an increase in applications of 81% over 2020. This is in addition to the increase seen in 2020 when we saw applications rise a staggering 73% over 2019.
- ✓ For many years we have supported families to send their disabled children and young adults to summer camps, thus giving the family a break as well as giving the youngsters themselves a significant life experience. In 2020 these camps had to be delivered differently, as day camps, but in 2021 they returned to their normal format and the amazing feedback continued to show the importance of the camps in the changing and challenging times of Covid.

# I was able to spend quality time with my family rather than being over stretched with my caring role

- ✓ We have continued our working partnership with a charity supporting families in the Jewish community in London. They work with those suffering significant deprivation and who often have literacy issues, which makes accessing services like ours difficult. Whilst our core activities remain unchanged, and the bulk of our applications are directly from individuals, the trustees are excited to be able to be proactive and to add value to our services whilst not totally over stretching our resources both in staff time and cost.
- ✓ We continue to aim to support carers across England, Wales and Scotland. Thanks to a large location specific grant we have been able to support significantly more carers in Wales than in any previous period. While thanks to some significant donations to support carers in Scotland, we hope to see a significant increase in our activities north of the border.
- ✓ We have formed a partnership with a charity in London who provide services to those suffering long term illness, they will match fund our support which we hope will add significant value to the help we can provide.



- ✓ We remain incredibly grateful to our Patron, Dame Joanna Lumley, for her amazing support and generosity of spirit. We named our new holiday facility in Cornwall Joanna's Cottage because without her amazing generosity we would not have been in a position to be able to secure such a perfect property that will allow us to give stressed carers an amazing break for years to come.

## Planned actions for 2022

We have received a generous gift which will allow us to upgrade the existing facilities at both Joanna's Cottage and our caravan. As a result of this, during 2022 we plan to provide outside seating, improved kitchen facilities and additional games, books and DVD's for our carers.

We also plan to launch a weekly lottery to provide an additional income source to allow us to continue to grow our services for carers.

We are developing our online access, with the addition of a new 'phone friendly' application form, whilst recognising that many of our carers do not have access to the internet and therefore retaining other more traditional methods of communicating and applying.

As noted, we have seen significant increases in applications in the past 2 years, and do not anticipate any change in this upward trend for the foreseeable future. We are therefore endeavouring to maintain the same level of personal support that we always have whilst increasing our fundraising activities to provide the funds to continue our vital work in a wholly sustainable way.

To continue to provide respite support to Carers throughout England, Wales and Scotland and to identify areas not fully represented with a view to raising our profile in order to reach those most in need.

It was so good to get away on holiday and have a complete break from my caring role.  
So relaxing, thank you so much.

### **Statement of Public Benefit**

The Trustees of the Respite Association have complied with their duty to have due regard for the Charity Commission's public benefit guidance. The work of the Respite Association benefits significant numbers of unpaid Carers, these being persons who are caring for someone who has a disability, a long term physical or mental health condition or who is terminally ill. The Charity helps unpaid Carers without any bias regarding gender, age, religion or ethnicity.

The support provided benefits not only the Carer but frequently their whole family. Many Carers of young disabled/sick children have other children who are unintentionally given less attention than these parents would themselves prefer due to the needs of 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 may be experiencing.

Beneficiary quotes have been utilised throughout this report and a feedback (kind words) page is also provided on page 10 by way of demonstration of the public benefit and individual impact of our work.

### **Acknowledgements**



## **Joanna's Cottage & Lan y Mor Hafan**

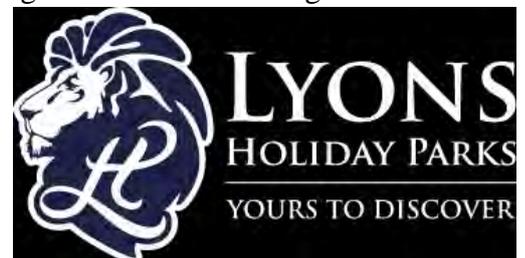


We would like to extend our enormous thanks to Big Issue Invest for their advice, help, support, grant and loan which allowed us to purchase Joanna's Cottage.



We would also like to thank the management and staff at Kenegie Manor in Penzance for welcoming us, and our visiting carers, to their family so warmly and for providing key holding and cleaning services free of charge.

Diolch yn fawr also to the management and staff at Lyons holiday parks in north Wales for going the extra mile when we first approached you and for giving our carers such a great time in Wales.



#### **PLEASE NOTE:**

It is not the policy of the Charity to publish the names of any private individuals who may have donated during the year, however we do wish to express our sincerest thanks to them for their support.

It's very hard to put into words how grateful and thankful me and my wife are

**DONATIONS RECEIVED DURING THE PERIOD ENDING DECEMBER 31<sup>ST</sup> 2021**

Our sincere thanks go to the following organisations for their much appreciated financial support during 2021. We also send our thanks to those organisations that asked not to be named publicly.

Alan Boswell Group Charitable Trust	The Curriers Company Charitable Fund
Andor Charitable Trust	The David Dutton Foundation
Barleycorn Trust	The Alecto Trust
Big Issue Invest	The Dorcas Trust
Brigadier D V & Mrs H R Phelps Charitable Trust	The Kelton Trust
Carriejo Charitable Trust	The Hugh Fraser Foundation
Charlotte Marshall Charitable Trust	The Florence Turner Trust
Christadelphian Samaritan Fund	The Haramead Trust
Closehelm Limited	The Heathside Charitable Trust
D.R. Fine Charitable Trust	The Horners' Charity Fund
Dennis Alan Yardy Charitable Trust	The John Cowan Foundation
DM Charitable Trust	The Maud Elkington Charitable Trust
E Slater Charitable Settlement	The Munro Charitable Trust
Edgar Lee Foundation	The Paget Trust
Eleanor Hamilton Educational Trust	The Pat Newman Memorial Trust
Harford Charitable Trust	The Forest Hill Charitable Trust
Marsh Charitable Trust	The Roger and Jean Jefcoate Trust
Melton Mowbray Building Society Charitable Foundation	The Rothley Trust
R Longstaff & Co	The Eveson Charitable Trust
Rotary Club of South Holland	The Eleanor Grace Foundation
S C & M E Morland's Charitable Trust	The Sir James Roll Charitable Trust
S C K Charitable Trust	The Theodore Maxxy Charitable Trust
Santa Barbara Heights Charitable Trust	The Charles Lewis Foundation
Sir John and Lady Amory's Charitable Trust	The Thrift Shop, RAF College Cranwell
St Jude's Trust	The Vandervell Foundation
Stanley Smith Charitable Memorial Fund	The W E D. Trust
The Augustine Courtauld Trust	Westfield Health Foundation
The Culra Charitable Trust	

# Kind Words

Extracts from genuine letters and emails received.

I thank you and your team for always caring, and backing it up with actions of loving kindness.

Unless you have been in the dementia life you have no idea how much this break has meant. To get a sleep, no shouting, no repeating yourself, to eat a meal in peace! It was heaven!

I really really didn't want to come back. Again I cannot thank you all enough.

*I just want to thank you so much and the members of the Respite Association for your generosity and kindness in providing me with the support! I feel re-energized for the first time in such a long period!*

How absolutely wonderful!!!!

Thank you so much!!!

You are an amazing charity and you have given me respite and I am so happy that you, as a charity, exist.

It's amazing what a few days away can do to morale and energy levels!

Thank you so much to The Respite Association.

*As you are aware [name] has been coming here some evenings now to offer respite so that my partner and I can have an evening to ourselves. I just wanted to let you know that this is making a big difference to me. We relax on Wednesday evenings and enjoy a film and a takeaway. On Thursday mornings I wake up refreshed and ready to go.*

Thanks ever so much again for all your help - this is such a lifeline for us and is so appreciated.

Thank you ever so much - this is fantastic news and such a boost for myself and my husband too! We are extremely grateful for your help and the quick decision on this. Many thanks once again - this has absolutely made our day & more!

You can't imagine how happy it made us all and really looking forward to getting a break as soon as possible.

*You're fantastic!! I've literally choked with tears. I think it isn't only the fact that we will get the help we need it's also you people go out of your way to deal with it so quickly and this shows you care - we are feeling that message so strongly.*

I would like to thank you for the respite you have allocated, it has offered a lifeline and improved their emotional wellbeing knowing they have something to look forward to.

Diolch yn fawr!

*We had the most amazing time on holiday - gutted to be home in fact. The caravan was absolutely beautiful with everything we could possibly need and really clean and well kept. And the site was equally lovely. My children absolutely loved the park which was literally on our doorstep. We all enjoyed going [to] the swimming baths every day and my children were thrilled with the fair and beach.*

*Whilst I was there i couldn't help thinking of you and what an amazing opportunity you gave us. Me and my family are extremely grateful and always will be. The caravan was filled with lots of board games and books for both adults and children and we loved it. I usually don't have time to read with my children or sit and do a jigsaw with them but on holiday I did - everyday. And instead of dishing out medication of an evening I spent that time in the park with my family. It was so good to just be out in the fresh air and actually taking in the sky! You allowed me to have uninterrupted quality time with my children and for that I'm truly thankful.*

All our stress was relieved and we felt refreshed and ready to get back to providing care

### **Risk Assessment**

The Board receives a report from the Administrator/Chief Executive each year. The current report does not identify any serious risks to the charity either financial or physical, save for the ongoing challenges of Covid-19.

### **Investments**

At the end of the year, the Charity held £120,000 in two investment accounts with M&G Charities (£50,000 in their Charibond account and £70,000 in their Charifund account). This action was taken due to the very poor interest rate on offer through any mainstream banking facility (this is demonstrated by us receiving a paltry £10 in bank interest for the entire financial period of these accounts).

During the year we received a very generous donation of £10,000 from The Roger and Jean Jefcoate Trust, with the suggestion that we might like to use it to build an investment portfolio with M&G as that Trust had successfully done over many years. We would like to thank The Roger and Jean Jefcoate Trust for their generosity in giving us this donation and Mr Roger Jefcoate personally for his kind advice and support to us in terms of our investments this year. We can confirm that the £10,000 gifted to us by The Roger and Jean Jefcoate Trust has been classified as 'reserve' (see reserves policy below) and now forms part of the investment with M&G. We received our first dividend for the investment in early 2022 in the sum of £800, demonstrating just how valuable Mr Jefcoate's suggestion was for us to increase our investment income in this way.

### **Financial Review & Reserves Policy**

As has been noted, this is the first year of operation for The Respite Association in its new incarnation as a Charitable Incorporated Organisation. Whilst the Charity was officially registered on January 25<sup>th</sup> 2021, the figures shown are for the 10 month period from 1<sup>st</sup> March 2021 to 31<sup>st</sup> December 2021. At the beginning of this financial period, the Charity received £319,833 of cash funds by way of a transfer from our old Charity number (1086598) and these transfers are clearly shown within the statement of financial activities on page 13.

During the period under review, the charity made an unrestricted cash deficit of £39,940. As noted elsewhere in this report, this was largely due to the unrestricted fund contribution towards the purchase of two new respite facilities. These purchases are also reflected in the spending of £82,615 from restricted funds, which largely contributes to the overall deficit of restricted funds of £41,499 for the period.

Whilst these payments were carefully planned, the Trustees remain mindful of the precarious nature of income generation as a result of the Covid-19 pandemic and have created a new reserves policy to reflect this. The Trustees have always been mindful of the Charity Commission's recommendation that at least six months' running costs for the Charity should be held in reserve should a sudden drop in income occur. This has been previously calculated at £50,000. However, at a meeting of the Trustees held in December 2021 it was agreed that this figure should be revisited. Accordingly, a new reserve figure of £106,447 has been set. This includes £60,000 for 6 months running costs, £5,000 for a 'sinking fund' in order to carry out any structural repairs to Joanna's Cottage, the £10,000 which was kindly donated by The Roger and Jean Jefcoate Trust to enable us to build our investment holding (see the investments section above) and £31,447 being the balance of the social investment loan due to Big Issue Invest at the financial year end in order that this loan may be repaid in its entirety should it be 'called in' for any reason. Once the reserves are taken into account, the Charity held an unrestricted balance of £44,071 at the year end. However, this unrestricted balance is further reduced by the grants outstanding but not yet paid and other known short term liabilities at year end of £26,348. This leaves a small unallocated surplus of unrestricted funding totalling £17,723 at the year end. The Trustees consider that holding this further unallocated sum of unrestricted funding is sensible, particularly given the increased uncertainty of the financial year ahead as a result of both a volatile stock market due to the cost of living crisis and the war in Ukraine (see post balance sheet events/going concern section for further details).

I was able to spend quality time with my other two boys who were also going through their own issues, the sessions also afforded me time to spend to myself and just be still

### **Fundraising Policy**

During the financial year covered by this report the Charity did not engage in any fundraising that involved mailing, telephoning or directly approaching individual members of the public for monies in any way. The Charity's formal Fundraising Policies, along with all other policies, were reviewed by the Trustee Board in December 2021 and will be further reviewed in May 2022.

- ◆ Disciplinary Code
- ◆ Conflict of Interest Policy
- ◆ Grievance Procedure/Policy
- ◆ General complaints
- ◆ Fundraising Complaints
- ◆ Grant making & respite break policy
- ◆ Volunteer policy
- ◆ Safeguarding policy
- ◆ Fundraising Charter
- ◆ Data Protection Policy
- ◆ Trustee and Staff Expenses Policy
- ◆ Financial Controls

### **Serious Incidents**

There were no serious incidents to report during the period covered by this Trustees' Report.

### **Approval**

The Trustees approved this report on 22nd August 2022 and it is signed on their behalf by:



**Hon. Alderman Alex Bentley**  
**Trustee & Hon. Chairman**

**The Respite Association**  
**Statement of Financial Activities (Receipts & Payments)**  
**for the financial period January 25<sup>th</sup> 2021 to December 31<sup>st</sup> 2021**

	Notes	2021 Unrestricted Funds (£)	2021 Restricted Funds (£)	2021* Total Funds (£)
<b><u>RECEIPTS</u></b>				
Trusts and Corporate Donors		46,060	41,414	87,474
Donations from individuals		1,782	545	2,327
Bank interest		10	-	10
HM Government Employment Allowance back claim		2,818	-	2,818
Social investment loan (Joanna's Cottage purchase)	1	-	35,000	35,000
<b>TOTAL RECEIPTS</b>		<b>50,670</b>	<b>76,959</b>	<b>127,629</b>
<b><u>PAYMENTS</u></b>				
<b>Direct charitable expenditure</b>				
Purchase of respite break facilities in Cornwall and Wales	1	21,381	82,615	103,996
Charitable support costs	2	55,152	35,723	90,875
<b>Other expenditure</b>				
Training and travel costs		-	120	120
Equipment		1,836	-	1,836
Fundraising		6,712	-	6,712
Utilities and rent	3	1,680	-	1,680
Governance	4	3,849	-	3,849
<b>Sub total Payments</b>		<b>90,610</b>	<b>118,458</b>	<b>209,068</b>
<b>Asset and investment purchases (M&amp;G)</b>		<b>120,000</b>	<b>-</b>	<b>120,000</b>
<b>Net receipts/ (Payments)</b>		<b>(159,940)</b>	<b>(41,499)</b>	<b>(201,439)</b>
Transfers between funds at year end	5	5,869	(5,869)	-
<b>Cash funds transferred in from The Respite Association Unincorporated Assn. (Charity No. 1086598)</b>		<b>183,358</b>	<b>136,475</b>	<b>319,833</b>
<b>Cash funds carried forward (31/12/2021)</b>		<b>29,287</b>	<b>89,107</b>	<b>118,394</b>
		=====	=====	=====

\* Note: As the CIO was only formed in 2021 no prior year information is available for this Charity number. For previous accounts for The Respite Association for 2001 to 2020 please see the Charity Commission entry for Charity Number 1086598.

**The Respite Association**  
**Statement of assets and liabilities as at December 31<sup>st</sup> 2021**

31<sup>st</sup> December  
2021 (£)\*

**CASH FUNDS**

CAF Current Account	32,879
CAF Gold account	85,515

**Total Cash Funds**

**118,394**

**INVESTMENT ASSETS**

M&G Investment Fund holdings (Charifund)	71,521
M&G Investment Fund holdings (Charibond)	49,709

**Total Investment Assets**

**121,230**

**TOTAL CASH AND INVESTMENT ASSETS**

**239,624**

**Represented by funds:**

Unrestricted funds (The general fund)	44,071
Designated funds (reserves including social investment loan o/s)	106,447
Restricted funds (specified location and item grants)	89,106

**TOTAL FUNDS**

**239,624**

**FIXED ASSETS FOR CHARITY USE**

Holiday bungalow (Joanna's Cottage, Cornwall)	75,000
Holiday caravan (Lan-Y-Mor Hafan, North Wales)	26,095
Office Equipment	1,447

**TOTAL FIXED ASSETS FOR CHARITY USE**

**102,542**

**OTHER MONETARY ASSETS**

Overpayment to HMRC	284
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**SHORT TERM LIABILITIES**

Grant commitments to Carers (unrestricted)	25,648
Grant commitments to Carers (restricted)	30,648
Independent examiner's fee	550
Refundable holiday deposits unclaimed at season end	150

**TOTAL SHORT TERM LIABILITIES**

**56,996**

**LONG TERM LIABILITIES**

Balance of Social Investment Loan (Big Issue Invest)	31,447
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The Trustees approved these accounts on 22<sup>nd</sup> August 2022 and they are signed on their behalf by:



**Hon. Alderman Alex Bentley**  
**Trustee & Hon. Chairman**

\*Note: As the CIO was only formed in 2021 no prior year information is available for this Charity number. For previous accounts for The Respite Association for 2001 to 2020 please see the Charity Commission entry for Charity Number 1086598.

This will enable myself and our 12-year-old son to relax fully and just be able to do normal things without having to worry or feel guilty

## The Respite Association

### Notes to the accounts for the financial period ending December 31<sup>st</sup> 2021

#### Note 1:

During the year we purchased two new holiday facilities to enable us to continue to provide week long respite breaks to carers free of any charge. The two facilities were a leasehold bungalow on Kenegie Manor Holiday Park in Cornwall (the lease for which still has c950 years to run) known as Joanna's Cottage and a used caravan (a 2013 Delta Resort model) on the Lyons Oakfield site in North Wales (which we estimate has a remaining lifespan of c10 years) known as Lan-Y-Mor Hafan. The planned purchase of these two respite facilities at a combined cost of £103,996 needs to be borne in mind when reading and interpreting these accounts. Particularly as some of the restricted monies spent on the purchase of Joanna's Cottage formed part of the transfer of funds from our previous Charity number. Further restricted funds for Joanna's Cottage were received and spent during the period in the form of a Social Impact Loan from Big Issue Invest. This loan was for £35,000, which is repayable over 6 years (72 months) at a fixed interest rate of 7.5% per annum. Big Issue Invest also provided a £5,000 grant alongside the Social Impact Loan, effectively offsetting the bulk of the interest of this loan.

#### Note 2:

Charitable support costs are again up on previous years, however this trend is not immediately apparent in these accounts due to this being the first financial reporting year for the Charity's new legal designation as a CIO. To enable readers to gain an understanding of this year on year trend charitable support costs have been taken from our two previous sets of accounts reported under Charity number 1085598 and are shown (in blue) below by way of comparison. The 2021 grants carried forward figure of £56,296 continues to reflect the challenges of Covid-19 whereby the need for support remains high but obtaining alternative care provision is difficult to obtain for some carers. However, we are pleased to report that we have seen a positive increase in grant spending during 2022 in conjunction with the easing of Covid-19 restrictions. It should also be noted that repayments of £5,446 to Big Issue against the social impact loan are included in charitable support costs as these form part of the direct cost of providing respite breaks to carers during the period.

	Charitable Support Costs	Grants carried forward	Total
2019	£77,221	£28,656	£105,577
2020	£81,544	£34,708	£116,252
2021	£90,875	£56,296	£147,171

We hope that the inclusion of these figures allows the reader to have a fuller and more accurate picture of our charitable support cost activity both during the period under review and historically.

#### Note 3:

Rent relates to the cost of a small storage unit as The Respite Association does not (by choice) have a formal office space, with the two part time staff members working from home. Our staff will continue to work from home for the foreseeable future.

#### Note 4:

Governance costs are those costs that enable the proper legal running and oversight of the Charity. These include a proportion of staff and administrative costs allocated to Trustee meetings, the cost of holding a bank account with the Charities Aid Foundation, insurance costs and the cost of the independent examination of the accounts. The cost shown also includes conveyancing and other legal fees associated with the purchase of Joanna's Cottage.

#### Note 5:

The respite break costs are paid for from the general unrestricted funds. Transfers between funds at year end related to the cost of caravan breaks for Carers residing in areas supported by trusts who wished to restrict their grant making to beneficiaries from specific geographical locations. Transfers were done at year end to ensure that we had an accurate figure for the cost of each respite break week provided.

I met friends for coffee and went with two of my Aunties and Mum went for a meal and watched a show at the theatre thank you so much

### **Accounting Policies and Basis of preparation of accounts**

The Charity's Trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (The Charities Act) and that an independent examination is needed. The accounts are prepared on a Receipts and Payments Basis and comply with the Charities Act 2011.

### **Income**

Income and donations are accounted for as received. 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 Accounts.

### **Non-Monetary Assets**

The Charity owns a purpose built holiday cottage in Cornwall (Joanna's Cottage), a caravan in North Wales (Lan-Y-Mor Hafan), a desktop computer, two printers and two laptops together with some additional office equipment. All non-monetary assets and liabilities were calculated as estimates at the period end.

### **Trustees' Remuneration and Expenses**

During the period no Trustee received any remuneration for the time they gave to the Charity. No Trustee claimed nor was paid any expenses in relation to their duties during the period under review. The Trustees' insurance included Trustee indemnity insurance. There were no related party transactions.

### **Restricted Income**

Restricted Income is income that is to be strictly used (at the donor's request) for the benefit of Carers who reside within specific geographical locations or sometimes in cases involving people within certain age categories e.g. elderly persons or children. Occasionally donors may sponsor a piece of equipment, part of the cost of our carers break facilities and their running costs or perhaps the printing of one of our information leaflets. In all such cases the monies are used solely for the purpose(s) the donor has specified

### **Charitable Support costs breakdown**

	<b>2021</b>	<b>2021</b>
	<b>U/R</b>	<b>R</b>
Employee costs	26,423	-
Direct respite care provision	27,322	35,723
Utilities	293	-
Postage & stationery	1,114	-
	<b>55,152</b>	<b>35,723</b>
<b>Employee Costs</b>		
Total staff costs	<b>29,743</b>	-
Staff in 2020/21 (1 x 24 hours per week and 1 x 14 hours per week).	2 p/t	-

Your support enabled the rest of the family to spend quality time together and utilise the time for relaxation and calm quality family activities.  
May you continue helping others in good health

### **Outstanding Guarantees**

The Trustees confirm, in accordance with the Charitable Incorporated Organisation (General) Regulations 2012, that at the year end the CIO did not have any outstanding guarantees to third parties nor any debts secured on assets of the CIO. For clarity, the Charity does have an outstanding loan to Big Issue Invest of £31,447 as previously noted, but this is provided on an unsecured basis.

### **Post Balance Sheet Events/Going Concern**

As has been noted above, the trend of an increased number of carers requesting our support has continued both during and after the financial period under review. The grants shown as outstanding as at the year end are now starting to be taken as the Covid-19 restrictions have eased. We are therefore confident that the majority of the grants promised during 2021 (but not yet paid at the time of the preparation of these accounts) will be claimed and that the grant liability figures should be taken into account to show a true and fair view of our complete financial position at the year end.

As these accounts were being written, two further concerns emerged: firstly, the cost of living crisis and, secondly, the war in Ukraine. The cost of living crisis is likely to affect our financial position twofold: firstly through the cost of items that the Charity directly needs to purchase to maintain its charitable objects and, secondly, through an increased call for support from carers' whose own financial positions are likely to become even more precarious. This is likely to manifest in an increase in applications for both our alternative care grant programme and our carers' free holiday scheme. The latter has already become evident with some carers telling us that they would not be able to afford to go anywhere this year if we were unable to offer them a week's respite break in either one of our facilities. Indeed, some carers report that they have been unable to take a break for many years due to poor finances, with the cost of living crisis causing some carers to experience extreme anxiety about what lies ahead and how they might cope.

The second concern is the war in Ukraine and the effect this has had on the stock market. As has been noted in the Investment section of this report, the Charity invested £120,000 during the 2021 financial year with M&G Charities. The Trustees are aware that such investments can go down in value as well as up and, while the investment values are holding well at the moment, the Trustees have requested that the Accounts Administrator provides (at least) quarterly reports on the investment holdings to enable them to take any action deemed necessary at relatively short notice as a means of safeguarding the sums held on deposit. However, it should be stressed that this action is purely to mitigate potential risk and there are no concerns in relation to the investments at the moment.

### **Final Word:**

The last words in this year's Trustees' annual report and accounts go to one of our clients...

*It is so nice to know that TRA is there for carers who desperately need respite in order to maintain their own health and wellbeing.*

*The relaxing week away has helped me and my partner reconnect with the "real world" enabling us to enjoy time for ourselves.*

*We feel totally refreshed and are so grateful to TRA and the tireless work that they do to raise awareness about the wellbeing of carers.*

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
THE RESPITE ASSOCIATION**

I report to the Trustees on my examination of the accounts of The Respite Association for the period 25<sup>th</sup> January to 31<sup>st</sup> December 2021 which are set out on pages 13 to 17.

**Responsibilities and basis of report**

As the Charity Trustees of the Charitable Incorporated Organisation (CIO), you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

Having satisfied myself that the accounts of the CIO are not required to be audited and are eligible for independent examination, I report in respect of my examination of the CIO's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

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

1. accounting records were not kept in respect of the CIO as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.

**Mr M Cronin MAAT FCIE MICB**  
**Bowhill Bookkeeping Services**  
**172 Newman Road**  
**Exeter**  
**EX4 1PQ**

*Mark Cronin*

Date *30th August 2022*