

REGISTERED COMPANY NUMBER: 03325055
REGISTERED CHARITY NUMBER: 1062149

**Report of the Trustees and
Financial Statements
for the Year Ended 31 March 2020
for
Harrow Carers**

Parker Cavendish
Chartered Accountants
Registered Auditor
28 Church Road
Stanmore
Middlesex
HA7 4XR

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for the Year Ended 31 March 2020**

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Harrow Carers

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).

OBJECTIVES AND ACTIVITIES

Objectives of The Charity, Principal Activities and Organisation of Work

Harrow Carers is a registered charity and a company limited by guarantee. The Charity is affiliated to the Carers Trust. The liability of each of the directors is limited to an amount not exceeding £1. The governing document is the Articles of Association.

The aims and objectives of the organisation, which exists for people who live and work in the London Borough of Harrow and surrounding areas, and who provide unpaid care whether practical, advice, assistance or support, are as follows:

"For the relief of persons with a disability arising from age, sickness or physical or mental disability in the London Borough of Harrow and the surrounding areas, and who are dependent on others for their care by the provision of practical help, advice, assistance, service, support, advocacy and information to spouses, partners, relatives, friends and others who have the unpaid responsibility for their care and treatment (the "Carers")

"The relief of poverty and mental or physical sickness or suffering amongst the carers defined in the above."

Principal Activities

The principal activities of the charity are to provide information, advice, support, training, mental and physical wellbeing, counselling, employment advice, respite care to adult and young carers. In addition, the charity runs a Homecare service and Homeshare matching services to those with support needs.

The charity is organised so that the trustees meet regularly to manage its affairs. There is a Chief Executive Officer who manages the day-to-day running of the charity and has overall responsibility for the various projects for the carers. A centre manager oversees the delivery of the operational aspects of the services and projects. Projects and services are delivered by a range of experienced and dedicated full and part-time staff and volunteers. Volunteers make up a significant resource to enable the delivery of a wider range of service than would be possible with limited funding available to pay staff. We are extremely grateful to them.

Development, activities and achievements

The development of the charity follows the strategic business plan agreed with the trustees. The objectives of this are

1. Provide great services for carers
2. Grow reaching more carers
3. Cherish our people
4. Create a financially stable organisation

Harrow Carers

Report of the Trustees for the Year Ended 31 March 2020

OBJECTIVES AND ACTIVITIES

Principal Activities (continued)

1. Provide great services for carers:

The services are organised into departments, each of which is led by an experienced professional manager. Details of development, activities and achievements are outlined below.

The Home care department provides respite care for carers and others. It has delivered 22,375 hours of care in the year with a mixture of private clients, clients contracted by the council and the clinical commission group.

Care support workers visit clients in their own homes to provide a variety of regulated and non-regulated care, both respite care and ongoing care. The department is managed by a registered manager of 15 years' experience. The team prides itself in the delivery of quality home care services to the cared-for persons suffering from disabilities, the elderly frail, persons with serious or terminal illness and people living in social isolation, thereby giving the carer a break from his or her caring role and promoting total peace of mind. The CQC report (Feb 19) has assessed the services as good in all areas; safe, effective, caring, responsive, and well led.

The Adult Services department provides a range of services to unpaid carers living within the Borough of Harrow. A total of 1,854 carers accessed our information and advice support service for information on subjects such as carers rights, benefits and adaptations. We supported 636 carers with more in-depth casework either with office or home visits to help complete benefit applications forms, grant forms or to provide advocacy support for carers who needed extra support.

During this time, we delivered a range of wellbeing psychotherapy sessions which included 43 single session psycho-therapy sessions delivered to 293 carers. These have included sessions such as Understanding OCD, Sleep Management, Understanding Bereavement, Colour therapy and more. We provided a counselling service supported by eleven volunteer counsellors delivering 358 sessions and supporting 146 carers. We actively encouraged wellbeing, promoting independence and reducing isolation, and facilitated 263 drop in groups over the year attended by 378 carers, which included coffee mornings, mental health carers group, caring for my partner, quizzes and a range of specialist carer support groups such as MS, dementia and cancer. We arranged trips each month and in the last year have visited venues such as Windsor Castle, Kew Gardens, Hastings and St Albans Christmas markets. Physical health is important to our carers and we have provided 204 classes in tai chi, yoga and Pilates which have been attended by 371 carers. Building confidence for carer in their caring role is very important and we provided 46 sessions of training to 192 carers in a package of training, which included first aid, carers rights and care skills training.

The Young Carers department supports young people aged 5-18 in their caring role. In 2019-2020 we had 106 new registrations, and only 26 terminations (which were due to young carers turning 18). We therefore had registered 256 young carers during the year which is our highest registration year to date. 188 young carers accessed support from Harrow Carers resulting in a 73.4% engagement rate. We continued to work across 9 senior schools and 3 junior schools along with delivering education support via our shared program at Harrow School. We delivered a range of programs included Create Arts, Schools Get together, Archery and other trips out. Harrow Carers was privileged to have 4 of our young carers take on the role of NHS ambassadors and take part in trips to promote better understanding and support for young carers by NHS professionals.

Working for Carers is a programme designed to help carers get back to work or closer to employment, training or education. Following the agreement in September 2019 to award another three years funding, the project has continued. We ran workshops on such topics as CV writing, Interview Techniques, Confidence building and Mindfulness. In addition, we have run workshops on nutrition to beat stress and carer's rights in the workplace. We also offered one to one sessions and provided information factsheets on a number of themes such as beating scammers, how to become confident using IT and preparing for an interview. We maintained good relationships with the Duchess of Sussex's chosen charity, SmartWorks, and Suited and Booted for men. These charities provide clothes for people to wear in order to make a good impression on employers. During the year 57 carers registered with us, 21 gained employment, 7 undertook training and 14 continued job searching.

Harrow Carers

Report of the Trustees for the Year Ended 31 March 2020

OBJECTIVES AND ACTIVITIES

Homeshare matches people who want help or support around the house with people who need accommodation and are willing to help. Our service helped people from all walks of life in need of an extra helping hand at home in London (and surrounding areas), for a reasonable fee. This programme is suitable for anyone with a house and needs help with daily tasks or companionship to reduce isolation. During the year there were successful matches resulting in 19 householders being matched with homesharers.

2. Grow reaching more carers

The charity supports over 3900 carers each year. This year 290 new carers registered with us, and 116 de-registered, as their caring roles came to an end.

Our partnership working with Harrow Patient Participation Network has resulted in the launch during carer's week of our very successful new information booklet, "A guide for carers in Harrow", which gives practical and useful information to carers about the services available to them in Harrow. Following the launch, the guides were distributed to all GP surgeries and hospitals within Harrow, and this has been widely embraced and supported by the voluntary sector, Harrow Council, the Clinical Commissioning Group and the NHS, enabling us to develop stronger and closer links with these organisations. As a result, carer referrals from GP surgeries are now on the increase.

During the early part of the year 12 training sessions with Social Care and adult services staff at Harrow Council and triangle of care training with staff at Bentley House also improved referral rates from these organisations.

3. Cherish our people

Underpinning all successful charities are the staff who make the services and support happen. The staff have been a constant source of caring for the carers. In order to enable staff to fulfil their potential, the charity has continued with a step up programme to help them grow not only in their work but also as individuals. This has been augmented by individual training and development plans for staff. Care support workers have an extensive on line training programme on induction and refresher courses.

Volunteers have provided a huge amount of support to both the charity and carers and we are immensely grateful for the 3,000+ hours that volunteers have given this year. Simply, without them, much of the charitable work could not take place and we would like to let them know how much they are appreciated.

During this year the staff and volunteers have been led by Mike Coker - our CEO who retired in March 2020. Mike has worked ceaselessly for 15 years to enable this charity to provide such great services. He has also been influential in many pan-London initiatives with the Carers Trust and he will be much missed for his steady and caring approach to everyone. We wish him well in his well-deserved retirement and with many thanks for the great impact he has made in supporting carers in Harrow and surrounding boroughs. We welcome our new CEO Charmian Boyd who has taken over in this time of a pandemic.

4. Create a financially stable organisation

During this year the charity's income was £986,351 with an expenditure of £979,794 delivering a surplus of £6,557. Whilst the funding climate has been challenging with limited access to funds from local statutory sources, the charity has been successful in broadening its range of income streams with our Home Care department, our membership scheme and others, providing unrestricted income to support the charity's overheads. This acknowledges that statutory funding is not likely to be increased and that to provide services we need to remain as independent as possible. Our current council contracts of £124,782 have an end date of March 2021 with a 1+1 year possible extension. As we write this report the future of this funding remains uncertain, although we have an excellent working partnership with Harrow Council, providing them and carers in Harrow with significant benefits.

The charity is extremely grateful for the grants and donations from a wide body of organisations and individuals which enabled the charity to reach more carers and provide a significant level of varied support to many different carers. The main grants which were awarded from organisations are listed in the notes to the financial statements and these and all other donations are so much valued. Many thanks to all for the many donations and grants.

Harrow Carers

Report of the Trustees for the Year Ended 31 March 2020

OBJECTIVES AND ACTIVITIES

The current reserves policy is to work towards holding 6 months of operating expenditure. This is an operational reserve held to cover any temporary shortfall in income, unforeseen rise in spending requirements or other financial contingency so that the operations of the Charity can be maintained at all times. It is unlikely that all of the charity's funding would cease at one time but the largest threat would be cessation of the local authority's main grant. The Trustees have set a target level of 6 months of operational expenditure for this reserve to protect the charity against such events and to cover redundancy and other restructuring costs should this be required. Currently the operating income reserves are for three months of operating expenditure.

As a Carers Trust member we receive professional support, guidance and resources.

The Trustees are recruited to the board following a skills analysis of current trustees and future requirements, taking into account succession planning. There are no constitutional provisions for appointment.

Public benefit

The trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

STRATEGIC REPORT

Achievement and performance

Transactions and Financial Position

The statement of financial activities below shows incoming resources for the year of £986,351. (2019:£891,776). Total funds carried forward at the year end are £439,671 of which £348,432 result from restricted funding. This balance represents the net book value of the freehold property less the outstanding loan secured against it. Unrestricted funds carried forward total £91,239. A detailed analysis of the fund balances are shown in Note 18.

Financial review

Going concern

The trustees have no concerns regarding the charity's ability to continue as a going concern. The trustees have considered the possible threat to the company caused by the current COVID-19 pandemic and are confident that due to the financial strength of the charity, its diversification and the ongoing commitment and support of its major funders that it will be able to continue operating for a period exceeding twelve months from the date of signing these financial statements.

Principal risks and uncertainties

The charity maintains a risk register which is reviewed on a regular basis by the trustees. The trustees have established appropriate systems and controls to mitigate the risks that the charity faces. In addition the trustees identify the major risks to which the Charity is exposed to each financial year when preparing and updating a strategic plan, in particular, those areas related to the operations and finances of the Charity. The trustees then review any major risks which have been identified and establish systems to mitigate those risk, and they continue to put in place appropriate internal controls and monitoring procedures to minimise financial risks.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

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

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

03325055 (Not specified/Other)

Registered Charity number

1062149

Harrow Carers

Report of the Trustees for the Year Ended 31 March 2020

Registered office

376-378 Pinner Road
Harrow
Middlesex
HA2 6DZ

Trustees

P J Beynon
P W Keeble
H Mehta (resigned 8.6.19)
C Saha (resigned 17.10.19)
M R Varsani
P M C Jones
Dr J K Howkins
V P Ghuman (appointed 20.10.19)
Dr E Worthington (appointed 20.2.20)

Company Secretary

Ms C J Boyd

Auditors

Parker Cavendish
Chartered Accountants
Registered Auditor
28 Church Road
Stanmore
Middlesex
HA7 4XR

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of Harrow Carers for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland"

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

Harrow Carers

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

AUDITORS

The auditors, Parker Cavendish, will be proposed for re-appointment at the forthcoming Annual General Meeting.

Report of the trustees, incorporating a strategic report, approved by order of the board of trustees, as the company directors, on 19 November 2020 and signed on the board's behalf by:

A handwritten signature in black ink, appearing to read 'M R Varsani', written over a horizontal line.

M R Varsani - Trustee

Report of the Independent Auditors to the Members of Harrow Carers

Opinion

We have audited the financial statements of Harrow Carers (the 'charitable company') for the year ended 31 March 2020 which comprise the Statement of Financial Activities, the Statement of Financial Position, the Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2020 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

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

Conclusions relating to going concern

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

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

Other information

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

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

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

Opinions on other matters prescribed by the Companies Act 2006

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

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

Report of the Independent Auditors to the Members of Harrow Carers

Matters on which we are required to report by exception

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

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

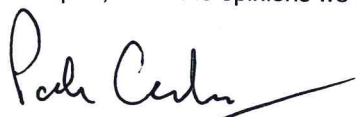
Our responsibilities for the audit of the financial statements

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

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

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



Marco Gazza (Senior Statutory Auditor)
for and on behalf of Parker Cavendish
Chartered Accountants
Registered Auditor
28 Church Road
Stanmore
Middlesex
HA7 4XR

19 November 2020

Harrow Carers

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

	Notes	Unrestricted funds £	Restricted funds £	2020 Total funds £	2019 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	76,894	-	76,894	29,050
Charitable activities					
Grants receivable	4	507,460	400,934	908,394	861,645
Investment income	3	1,063	-	1,063	1,081
Total		585,417	400,934	986,351	891,776
EXPENDITURE ON					
Charitable activities					
Other direct costs	5	43,485	21,467	64,952	86,154
Salaries and wages		449,830	379,467	829,297	718,998
Establishment cost		11,956	-	11,956	14,930
Administration costs		22,414	25,794	48,208	54,826
Governance cost		25,381	-	25,381	26,723
Total		553,066	426,728	979,794	901,631
NET INCOME/(EXPENDITURE)		32,351	(25,794)	6,557	(9,855)
Transfers between funds	17	(33,998)	33,998	-	-
Net movement in funds		(1,647)	8,204	6,557	(9,855)
RECONCILIATION OF FUNDS					
Total funds brought forward		92,886	340,228	433,114	442,969
TOTAL FUNDS CARRIED FORWARD		91,239	348,432	439,671	433,114

CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.

The notes form part of these financial statements

Harrow Carers

Statement of Financial Position
31 March 2020

	Notes	Unrestricted funds £	Restricted funds £	2020 Total funds £	2019 Total funds £
FIXED ASSETS					
Tangible assets	11	6,712	727,640	734,352	751,190
CURRENT ASSETS					
Debtors	12	56,471	83,505	139,976	56,032
Cash at bank and in hand		68,000	63,854	131,854	213,746
		<u>124,471</u>	<u>147,359</u>	<u>271,830</u>	<u>269,778</u>
CREDITORS					
Amounts falling due within one year	13	(39,944)	(165,545)	(205,489)	(206,583)
		<u>84,527</u>	<u>(18,186)</u>	<u>66,341</u>	<u>63,195</u>
NET CURRENT ASSETS					
		<u>84,527</u>	<u>(18,186)</u>	<u>66,341</u>	<u>63,195</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>91,239</u>	<u>709,454</u>	<u>800,693</u>	<u>814,385</u>
CREDITORS					
Amounts falling due after more than one year	14	-	(361,022)	(361,022)	(381,271)
		<u>91,239</u>	<u>348,432</u>	<u>439,671</u>	<u>433,114</u>
NET ASSETS					
		<u>91,239</u>	<u>348,432</u>	<u>439,671</u>	<u>433,114</u>
FUNDS					
Unrestricted funds:	17				
General fund				91,239	92,886
Restricted funds:					
Restricted funds					
				<u>348,432</u>	<u>340,228</u>
TOTAL FUNDS					
				<u>439,671</u>	<u>433,114</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 19 November 2020 and were signed on its behalf by:



P J Beynon - Trustee

The notes form part of these financial statements

Harrow Carers

Statement of Cash Flows for the Year Ended 31 March 2020

	Notes	2020 £	2019 £
Cash flows from operating activities			
Cash generated from operations	1	(48,957)	131,662
Interest paid		(14,270)	(14,707)
Net cash (used in)/provided by operating activities		<u>(63,227)</u>	<u>116,955</u>
Cash flows from investing activities			
Purchase of tangible fixed assets		-	(12,420)
Interest received		1,063	1,081
Net cash provided by/(used in) investing activities		<u>1,063</u>	<u>(11,339)</u>
Cash flows from financing activities			
Loan repayments in year		(19,728)	(16,123)
Net cash used in financing activities		<u>(19,728)</u>	<u>(16,123)</u>
Change in cash and cash equivalents in the reporting period			
Cash and cash equivalents at the beginning of the reporting period		<u>213,746</u>	<u>124,253</u>
Cash and cash equivalents at the end of the reporting period		<u>131,854</u>	<u>213,746</u>

The notes form part of these financial statements

Harrow Carers

Notes to the Statement of Cash Flows
for the Year Ended 31 March 2020

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

	2020 £	2019 £
Net income/(expenditure) for the reporting period (as per the Statement of Financial Activities)	6,557	(9,855)
Adjustments for:		
Depreciation charges	16,838	16,173
Interest received	(1,063)	(1,081)
Interest paid	14,270	14,707
Increase in debtors	(83,944)	(6,377)
(Decrease)/increase in creditors	(1,615)	118,095
Net cash (used in)/provided by operations	(48,957)	131,662

2. ANALYSIS OF CHANGES IN NET DEBT

	At 1.4.19 £	Cash flow £	At 31.3.20 £
Net cash			
Cash at bank and in hand	213,746	(81,892)	131,854
	<u>213,746</u>	<u>(81,892)</u>	<u>131,854</u>
Debt			
Debts falling due within 1 year	(17,665)	(521)	(18,186)
Debts falling due after 1 year	(381,271)	20,249	(361,022)
	<u>(398,936)</u>	<u>19,728</u>	<u>(379,208)</u>
Total	(185,190)	(62,164)	(247,354)

The notes form part of these financial statements

**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.

Income

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

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

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

Freehold property	- 50 years on cost of building
Fixtures and fittings	- 25% Straight line

Taxation

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

Fund accounting

The charity maintains the following funds and the relevant reserve policies are given in the Trustees Report.

Unrestricted - These are funds which can be used in accordance with the charitable objects at the discretion of the Trustees.

Designated - These are funds set aside by the Trustees out of unrestricted funds for specific future purposes.

Restricted - These are funds that can only be used for particular restricted purposes. Restrictions arise when specified by the donor.

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

Current assets and creditors

Debtors are recognised when the Charity is legally entitled to the income after any performance conditions have been met, the amount can be reliably measured and it is probable that the income will be received.

Cash at bank and in hand includes cash and short term deposits.

Creditors are recognised when the Charity has a present legal or constructive obligation arising from a past event to make payment to a third party, it is probable that settlement will be required and the amount due to settle the obligation can be measured or estimated reliably.

Harrow Carers

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

1. ACCOUNTING POLICIES - continued

Going concern

The trustees have no concerns regarding the charity's ability to continue as a going concern. The trustees have considered the possible threat to the company caused by the current COVID-19 pandemic and are confident that due to the financial strength of the charity, its diversification and the ongoing commitment and support of its major funders that it will be able to continue operating for a period exceeding twelve months from the date of signing these financial statements.

Judgements and accounting estimates

There are no judgements or accounting estimates made in applying the above accounting policies that have a significant effect on amounts recognised in the financial statements.

2. DONATIONS AND LEGACIES

	2020	2019
	£	£
Donations	75,880	28,593
Gift aid	1,014	457
	<u>76,894</u>	<u>29,050</u>

3. INVESTMENT INCOME

	2020	2019
	£	£
Deposit account interest	1,063	1,081
	<u>1,063</u>	<u>1,081</u>

4. INCOME FROM CHARITABLE ACTIVITIES

	2020	2019
	Grants receivable £	Total activities £
London Borough of Harrow Adult Services	124,782	124,782
Working for Carers	160,979	152,505
City of London - Respite Funding	-	3,625
The Big Give.Org.UK	11,869	-
Garefield Trust	1,250	15,000
Toirie Foundation	-	5,000
Awards for All	5,000	10,000
Other grants received less than £3,000	-	1,990
Volunteering for Change	1,152	26,848
Morrison Foundation	-	11,184
Young Carers E Learning	-	1,311
Goldsmith's Company	-	5,000
John Lyon's Charity	34,000	31,400
The Henry Smith Charity	27,267	43,083
Macmillan Cancer UK	-	22,776
BBC Children in Need	9,999	9,497
Age UK	-	2,500
Triangle Trust	7,425	-
Sobell Foundation	-	27,083
Respite Care Services	371,182	282,403
Harrow Community Action	39,251	20,715
	<u>794,156</u>	<u>796,702</u>
Carried forward	794,156	796,702

Harrow Carers

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

4. INCOME FROM CHARITABLE ACTIVITIES - continued

	2020 Grants receivable £	2019 Total activities £
Brought forward	794,156	796,702
NHS CCG - IAPT work	42,167	42,167
Childwick Trust	-	8,000
Other income	72,071	14,776
	<u>908,394</u>	<u>861,645</u>

	Adult Carers £	Young Carers £	Working for Carers £	Homecare £	Other £	Total £
LB Harrow	124,782	-	-	-	-	124,782
Homecare	-	-	-	371,182	-	371,182
Other grants	114,165	56,350	161,459	4,192	76,264	412,430
	<u>238,947</u>	<u>56,350</u>	<u>161,459</u>	<u>375,374</u>	<u>76,264</u>	<u>908,394</u>
Unrestricted funds	64,207	-	-	371,182	72,071	507,460
Restricted funds	174,740	56,350	161,459	4,192	4,193	400,934
	<u>238,947</u>	<u>56,350</u>	<u>161,459</u>	<u>375,374</u>	<u>76,264</u>	<u>908,394</u>

5. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 6) £	Totals £
Other direct costs	64,952	-	64,952
Salaries and wages	829,297	-	829,297
Establishment cost	11,956	-	11,956
Administration costs	27,260	20,948	48,208
Governance cost	-	25,381	25,381
	<u>933,465</u>	<u>46,329</u>	<u>979,794</u>

Harrow Carers

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

5. CHARITABLE ACTIVITIES COSTS - continued

	Adult Carers £	Young Carers £	Working for carers £	Homecare £	Other grants £	Property fund £	Total £
Staff costs	240,621	48,615	139,294	303,800	96,967	-	829,297
Other costs	24,369	5,747	16,467	38,283	7,778	11,524	104,168
	<u>264,990</u>	<u>54,362</u>	<u>155,761</u>	<u>342,083</u>	<u>104,745</u>	<u>11,524</u>	<u>933,465</u>
Support costs	1,757	413	1,187	2,760	561	14,270	20,948
Governance costs	6,676	1,575	4,511	10,488	2,131	-	25,381
	<u>273,423</u>	<u>56,350</u>	<u>161,459</u>	<u>355,331</u>	<u>107,437</u>	<u>25,794</u>	<u>979,794</u>
Unrestricted fund	98,683	-	-	351,139	103,247	-	553,066
Restricted fund	174,740	56,350	161,459	4,192	4,193	25,794	426,728
	<u>273,423</u>	<u>56,350</u>	<u>161,459</u>	<u>355,331</u>	<u>107,437</u>	<u>25,794</u>	<u>979,794</u>

6. SUPPORT COSTS

	Finance £	Information technology £	Human resources £	Governance costs £	Totals £
Administration costs	15,496	4,899	553	-	20,948
Governance cost	-	-	-	25,381	25,381
	<u>15,496</u>	<u>4,899</u>	<u>553</u>	<u>25,381</u>	<u>46,329</u>

Support costs, included in the above, are as follows:

Finance

	2020 Administration costs £	2019 Total activities £
Bank charges	1,226	987
Interest payable and similar charges	14,270	14,707
	<u>15,496</u>	<u>15,694</u>

Harrow Carers

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

6. SUPPORT COSTS - continued Information technology

	2020	2019
	Administration costs	Total activities
	£	£
Computer costs	<u>4,899</u>	<u>3,602</u>
Human resources		
	2020	2019
	Administration costs	Total activities
	£	£
Staff agency and recruitment	<u>553</u>	<u>7,972</u>
Governance costs		
	2020	2019
	Governance cost	Total activities
	£	£
Auditors' remuneration	4,000	4,000
Accountancy and legal fees	4,658	2,244
Legal fees	12,724	15,897
Subscriptions	<u>3,999</u>	<u>4,582</u>
	<u>25,381</u>	<u>26,723</u>

7. NET INCOME/(EXPENDITURE)

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

	2020	2019
	£	£
Auditors' remuneration	4,000	4,000
Depreciation - owned assets	<u>16,838</u>	<u>16,173</u>

8. 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.

Harrow Carers

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

9. STAFF COSTS

	2020	2019
	£	£
Wages and salaries	764,632	661,415
Social security costs	44,096	43,656
Other pension costs	20,569	13,927
	<u>829,297</u>	<u>718,998</u>

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

	2020	2019
Management	2	1
Finance & Administration	1	1
Projects & Services	45	44
Fundraising	2	1
	<u>50</u>	<u>47</u>

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

10. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	29,050	-	29,050
Charitable activities			
Grants receivable	359,661	501,984	861,645
Investment income	1,081	-	1,081
Total	<u>389,792</u>	<u>501,984</u>	<u>891,776</u>
EXPENDITURE ON			
Charitable activities			
Other direct costs	86,154	-	86,154
Salaries and wages	218,187	500,811	718,998
Establishment cost	14,930	-	14,930
Administration costs	28,597	26,229	54,826
Governance cost	26,723	-	26,723
Total	<u>374,591</u>	<u>527,040</u>	<u>901,631</u>
NET INCOME/(EXPENDITURE)	<u>15,201</u>	<u>(25,056)</u>	<u>(9,855)</u>
Transfers between funds	<u>(29,657)</u>	<u>29,657</u>	<u>-</u>
Net movement in funds	<u>(14,456)</u>	<u>4,601</u>	<u>(9,855)</u>
RECONCILIATION OF FUNDS			
Total funds brought forward	107,342	335,627	442,969

Harrow Carers

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

10. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted funds £	Restricted funds £	Total funds £
TOTAL FUNDS CARRIED FORWARD	<u>92,886</u>	<u>340,228</u>	<u>433,114</u>

11. TANGIBLE FIXED ASSETS

	Freehold property £	Fixtures and fittings £	Totals £
COST			
At 1 April 2019 and 31 March 2020	<u>842,778</u>	<u>50,932</u>	<u>893,710</u>
DEPRECIATION			
At 1 April 2019	<u>103,615</u>	<u>38,905</u>	<u>142,520</u>
Charge for year	<u>11,523</u>	<u>5,315</u>	<u>16,838</u>
At 31 March 2020	<u>115,138</u>	<u>44,220</u>	<u>159,358</u>
NET BOOK VALUE			
At 31 March 2020	<u>727,640</u>	<u>6,712</u>	<u>734,352</u>
At 31 March 2019	<u>739,163</u>	<u>12,027</u>	<u>751,190</u>

12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020 £	2019 £
Trade debtors	95,697	54,187
Other debtors	1,369	-
Prepayments and accrued income	<u>42,910</u>	<u>1,845</u>
	<u>139,976</u>	<u>56,032</u>

13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020 £	2019 £
Bank loans and overdrafts (see note 15)	18,186	17,665
Trade creditors	10,960	8,782
Social security and other taxes	22,274	16,628
Other creditors	800	-
Accruals and deferred income	<u>153,269</u>	<u>163,508</u>
	<u>205,489</u>	<u>206,583</u>

Harrow Carers

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

14. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	2020	2019
	£	£
Bank loans (see note 15)	361,022	381,271
	<u> </u>	<u> </u>

15. LOANS

An analysis of the maturity of loans is given below:

	2020	2019
	£	£
Amounts falling due within one year on demand:		
Bank loans	18,186	17,665
	<u> </u>	<u> </u>
Amounts falling due between two and five years:		
Bank loans - 2-5 years	72,746	70,661
	<u> </u>	<u> </u>
Amounts falling due in more than five years:		
Repayable by instalments:		
Bank loans over 5 years	288,276	310,610

16. SECURED DEBTS

The following secured debts are included within creditors:

	2020	2019
	£	£
Bank loans	379,208	398,936
	<u> </u>	<u> </u>

17. MOVEMENT IN FUNDS

RESTRICTED FUNDS

	At 1.4.19	Income	Expenditure	Transfer	At 31.3.20
	£	£	£	£	£
Property Fund	340,228	-	25,794	33,998	348,432
London Borough Harrow Care					
Act Funding	-	99,826	99,826	-	-
BBC Children in need	-	9,999	9,999	-	-
Awards for All	-	5,000	5,000	-	-
Big Give	-	11,869	11,869	-	-
NHS CCG - IAPT work	-	42,167	42,167	-	-
The Henry Smith Charity	-	27,267	27,267	-	-
Working for Carers	-	160,979	160,979	-	-
John Lyons Charity	-	34,000	34,000	-	-
Garefield Weston	-	1,250	1,250	-	-
Triangle Trust	-	7,425	7,425	-	-
Volunteering for Change	-	1,152	1,152	-	-
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Total	340,228	400,934	426,728	33,998	348,432
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>

Harrow Carers

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

17. MOVEMENT IN FUNDS - continued

Transfers between funds

The sum of £33,998 (2019: £29,657) has been transferred from unrestricted fund to the restricted property fund to cover the gross bank loan repayments.

UNRESTRICTED FUND

Designated unrestricted funds are where the Trustees have set aside monies from unrestricted funding for specific purposes. At 31st March 2020, these include an operational reserve of approximately three months of operating expenditure.

18. SECURED DEBTS

The bank loan is secured by a fixed charge over the company's freehold property, and a floating charge over the other assets of the company. Interest is payable on the loan at 2.95% over the Bank base rate.

19. RELATED PARTY DISCLOSURES

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

20. ULTIMATE CONTROLLING PARTY

The company is controlled by the Board of Directors and Trustees.

21. THE LIABILITY OF THE GUARANTORS

The company is limited by guarantee. The number of members registered is 6, each of whose liability in the event of the company being wound up may not exceed £1.

Harrow Carers

Detailed Statement of Financial Activities for the Year Ended 31 March 2020

	2020 £	2019 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	75,880	28,593
Gift aid	1,014	457
	76,894	29,050
Investment income		
Deposit account interest	1,063	1,081
Charitable activities		
London Borough of Harrow Adult Services	124,782	124,782
Working for Carers	160,979	152,505
City of London - Respite Funding	-	3,625
The Big Give.Org.UK	11,869	-
Garefield Trust	1,250	15,000
Toiurie Foundation	-	5,000
Awards for All	5,000	10,000
Other grants received less than £3,000	-	1,990
Volunteering for Change	1,152	26,848
Morrison Foundation	-	11,184
Young Carers E Learning	-	1,311
Goldsmith's Company	-	5,000
John Lyon's Charity	34,000	31,400
The Henry Smith Charity	27,267	43,083
Macmillan Cancer UK	-	22,776
BBC Children in Need	9,999	9,497
Age UK	-	2,500
Triangle Trust	7,425	-
Sobell Foundation	-	27,083
Respite Care Services	371,182	282,403
Harrow Community Action	39,251	20,715
NHS CCG - IAPT work	42,167	42,167
Childwick Trust	-	8,000
Other income	72,071	14,776
	908,394	861,645
Total incoming resources	986,351	891,776
EXPENDITURE		
Charitable activities		
Wages	764,632	661,415
Social security	44,096	43,656
Pensions	20,569	13,927
Rent, rates and hall hire	3,180	3,691
Carried forward	832,477	722,689

This page does not form part of the statutory financial statements