

SURREY CARE TRUST

Nurturing skills | Changing lives



Trustee report and financial statements 2018/19

About Surrey Care Trust

Our Vision

For Surrey to be a place where vulnerable and excluded families are given the opportunity, skills and support to achieve their potential and make a positive contribution.

Our Mission

To tackle disadvantage, social exclusion and hardship in local communities. To reach out to families to equip them with the skills to improve their economic situation, to reduce social isolation and break the cycle of deprivation.

We work mainly in Surrey, with a particular focus on areas of relative deprivation and disadvantaged or socially marginalised groups, including low-income families, vulnerable young people and low-skilled adults.

The work we do

We help people to create better chances in life and brighter futures for themselves through training, mentoring, counselling and volunteering through a comprehensive programme of inter related services:

- **Mentoring** – Long term mentoring (1 to 1 or group) from trained volunteers to help young people and families to raise their skills and achieve their aspirations
- **STEPS to 16** – An alternative learning provision specialising in supporting and re-engaging 14 to 16 year olds unable to access mainstream education due to a range of challenges such as social disadvantage, and poor mental and emotional ill health
- **Youth counselling** - Free and independent counselling for 16 to 25 year olds unable to access support elsewhere
- **Adult Learning courses** - Helping adults to build their confidence and improve their life and parenting skills
- **Nurture through Nature** – Unique outdoor opportunities supporting people to improve their skills, mental health, and their wellbeing through activities on our Swingbridge Boats and at our Gateway Allotment
- **Stanwell's Family Centre** - Supporting families to give their children the best start in life
- Bringing the community in Stanwell together and helping them to take action on local issues by supporting the **Local Conversation** project

Why our work is needed

Think of Surrey and you are likely to picture leafy lanes and well-to-do suburbs, but there is another side to the county. Alongside areas of wealth and privilege are hidden pockets of real deprivation, with a huge disparity in opportunities, achievement and life expectancy.

There is a minority of people in every town and village throughout the county - accounting for tens of thousands of individuals - who are disadvantaged by low skills, lack of opportunity, setbacks in life and precarious economic circumstances. They often feel left out of society and that they have no contribution to make.

How Surrey Care Trust is making a difference - A review of our work in 2018/19

We are helping people:

- Improve their skills for life, learning and work
- Feel more respected and valued
- Feel more motivated and able to contribute to the good of society

We know our work is being effective when the people we work with:

- Choose to participate in learning or mentoring
- Gain awards and qualifications or demonstrate improved skill levels in other ways
- Engage in volunteering and community activities
- Progress into further learning
- Look for and find work
- Tell us they feel more self-confident and positive
- Become more skilled for life, learning and work
- Feel more respected and valued

Setting challenging targets when we are planning and evaluating our activities keeps us focused on the problems we want to address and the changes we want to see.

Some changes are easier to measure than others. It is straightforward for instance, to measure and report on the time that people participate in our activities and the tangible results of that, such as qualifications. It is more complex to measure the growth of an individual's self-confidence or self-esteem.

This sort of difference is captured by evaluation and feedback from our beneficiaries and the staff and volunteers working with them. While it is subjective, the more systematically and comprehensively we gain verbal and written feedback, the more meaningful it becomes.

During the 12 months to July 2019, over 2700 individuals benefited from the services that we provided free at the point of delivery, with a further 853 groups and 190 individuals taking part in the activities for which we implement a modest charge.

Adult Learning

Encouraging people to take up learning again

Our ‘first steps’ courses enable hundreds of adults to try learning again and discover how it is enjoyable, sociable and a boost to confidence and motivation. In 2018/19, around 590 adults participated in our adult learning programme.

We have continued in 2018-19 to work with Surrey Adult Learning and until the end of the financial year with NESCOL College, running non-accredited courses of up to 10 hours, in popular subjects including Confidence Building, First Aid, Family Food, Food Hygiene, Personal Development, getting ‘Back to Work’ and Environmental Skills.

These ‘first steps’ courses are free, thus removing one of the barriers that come between adult education and those who could most benefit and are aimed primarily at people with low skills. Courses are tailored to meet the needs of specific groups, including those with mental health difficulties, Children’s Centre users, carers, vulnerable homeless people, victims of domestic abuse, young people with criminal or substance misuse backgrounds, and offenders.

We aim to address the psychological hurdle that “learning isn’t for me” and solve transport problems by holding courses in community venues, such as church halls, youth centres and children’s centres. Training in basic land maintenance skills is delivered on our Swingbridge Community Boats as part of environmental volunteering.

Making a difference through adult learning

	Actual 2017/18	Target 2018/19	Actual 2018/19	Target 2019/20 SAL only
People participating in ‘first steps’ learning	529	530	530	230

As well as our key performance target for the number of people we recruit into ‘first steps’ learning, we ask learners to tell us what they feel they have gained from the experience and use their evaluations to aid in shaping further courses.

"This course gives me a reason to get up and get out. It's not classic therapy but for me the results are the same." Shelley, adult learner living with depression.

Mentoring

Listening and supporting young people and adults when life is difficult

Our mentoring programmes work with young people and adults from 11 years of age, allowing us to offer a 'whole family' approach where needed. We harness the time, goodwill and skills of over 180 volunteers, with more than 75 in the East of Surrey and 100 in the West. Services for both adults and young people are run by the same experienced team of mentor co-ordinators, with some mentors choosing to work with both groups.

Our volunteer mentors range in age from 20 to 80 and come from a wide variety of backgrounds. Key to our success is the quality of training and ongoing support provided by our highly skilled mentor managers and co-ordinators. There is weekly communication by email or phone and regular group meetings to share experiences/expertise, as well as benefiting from outside speakers.

Our mentor co-ordinators take great care in matching individual mentees with a mentor whose life experience, skills and interests closely meet their needs.

Adult mentoring

Meeting with a mentor once a week gives a person a chance to talk and be listened to and encourages and supports them in practical ways to bring stability back to their lives. Our adult beneficiaries include those who are socially isolated, long-term unemployed, those with mental health issues or mild learning disabilities, and those living on their own or in temporary accommodation and in need of additional support.

We finished our work with Surrey County Council's Family Support teams in the west of the county in March 2019. 45 families with complex long-term needs participated in a 12-week intensive intervention by the statutory services, during which time individuals were also matched with a volunteer mentor. This mentoring will continue for as long as is needed, gradually reducing over time as mentees progress on their agreed plans, developing their independent skills and resilience.

The long-term support of a volunteer mentor is key to both our projects; The ESF and Lottery-funded Aspire programme in the Gatwick Diamond area and the smaller Alliance programme in the west of the county, working with adults who need long-term training and support in order to re-engage with employment, education and volunteering.

November 2018 saw the establishment of The Gateway Community Allotment based in Reigate. The allotment and committed team of staff and volunteers, provide unique skills training and outdoor opportunities for both individuals and families, improving the lives of people affected by social isolation, long term unemployment, conflict within the family, mental ill health, and/or physical health issues. The Allotment provides a 'safe space' for people to talk and interact and a central place to deliver our local mentoring programme, with the wealth of work enabling individuals to develop and progress into training, education or employment. Gateway was officially 'opened' by the High Sheriff, Bridget Bidell on 24.9.19.

"The Gateway is my safe place where I can be myself. I never feel judged by anyone and I have made positive friendships. It has changed my relationship with my family for the better"

Quote from service user

Making a difference through adult mentoring

	Actual 2017/18	Target 2018/19	Actual 2018/19	Target 2019/20
Adults mentored	103	148	180	180
Percentage of people matched with a mentor within four weeks of referral	100%	100%	100%	100%

As well as key performance targets for the number of people we support through mentoring, we track a range of outcomes linked to goals that our mentees set for themselves and the changes that result from the fact that they have had someone to support them. Short-term aims might include clearing a backlog of bills and letters, registering with a GP, looking for jobs on a website or even just coming to the mentoring sessions on time, however these can be the first steps towards making more substantial changes that bring stability and new opportunities. In 2018 we began using the Outcomes Star model to help evaluate the success of the mentoring on the mentee in terms of ‘softer’ outcomes, enabling staff, mentors and mentees to track these ‘softer’ outcomes and demonstrate the effectiveness of mentoring over time.

“Before, I was too stressed! But Heather came to talk to me every week and made me confident and made me happy. When she comes and we talk, I feel nice inside. I feel good about everything.”
Kauser, mentee*

*Name has been changed

Mentoring young people

We continued our expansion of mentoring work with vulnerable young people, helping them to navigate through difficulties that hold people back in life and education and support them to make positive choices in their lives.

Contracts we delivered for Surrey County Council accounted for a major part of our mentoring with young people aged 11 – 18. We were able to provide services for those with acute needs in the boroughs of Elmbridge and Woking as part of the Council’s Early Help Strategy. The most important areas of concern for the young people we work with are family and home life, confidence, self-esteem and emotional wellbeing. Where needed, families are able to access additional support to help meet the needs of their children.

While one of our key contract performance targets is the number of hours young people are mentored, our approach is not determined by a given length of time the mentor may work with a mentee, or indeed the frequency of meetings; rather by the needs of the individual young person.

Most important in terms of demonstrating effectiveness is the progress towards the individual goals that each young person sets for themselves. These are about taking small positive steps in life that can add up to making a substantial change.

They can be as simple as talking to their mum or dad about what happened at school that day or coming to their next mentoring session on time! Goals may relate to education and broadening horizons, trying a new sport or activity, engaging with a particular subject they find challenging or making that daunting college application.

During the year, with the support of charitable funding, we have continued to work with the often neglected 18-25 year-old age group, in the west of the county. In some ways, their needs are higher than their younger peers in that they no longer have access to free education and learning and have often had significant periods not in school. Typically, those we work with are unemployed or have mental health issues such as anxiety, self-harm or depression. They also often have parents who are disengaged. Many believe they have no-one to 'fight their corner' now they are over 18, and really value a volunteer 'just for them' to provide long-term support, whatever their needs. Referrals come from Family Services, housing associations, other charities and word of mouth.

Making a difference to young people through mentoring

	Actual 2017/18	Target 2018/19	Actual 2018/19	Target 2019/20
Numbers of young people being mentored	177	145	160	tbc
Average mentor hours per month	447	463	470	tbc
Percentage matched with a mentor within 4 weeks	100%	90%	100%	100%

"I felt...that I could really open up and let out everything with Aimee. I began to doubt myself less and believe in myself more as I realised that Aimee was there for me. I feel more positive about the future now" Daisy*, 17 year old mentee

*Name has been changed

STEPS

Alternative Education and support for young people

Our STEPS Education and Counselling programmes provide learning and support for some of Surrey's most vulnerable and disengaged young people and we continue to work closely with schools, colleges, Surrey County Council and other agencies to share our expertise. These young people are often dealing with a range of problems affecting their lives both at home and in education.

The wider impact of STEPS is to help young people who start adult life with limited prospects, to go to college, access skills training and find or sustain meaningful employment.

Our STEPS alternative education programme is based in our Woking Learning Centre and draws students from local boroughs. STEPS is not itself a 'school' but an alternative learning provision for young people aged 14-16 referred through schools, Family Services and other agencies. Open every day during school term-time, we work with young people whose lives are troubled by problems and anxieties, resulting in serious underachievement and non-attendance at school. We work closely with parents/carers, schools and other professionals to provide individual learning packages which help prevent students from being permanently excluded and enable them to re-engage with learning.

The supportive, small-scale environment at STEPS is a less threatening place for a young person who is struggling in school or their referring provision. Our dedicated team ensures focus is placed on the young people understanding that STEPS is a safe place providing them with a learning opportunity tailored to their individual needs. The aim is to build students' confidence and self-esteem through a variety of activities and opportunities which at the same time enable them to develop their social skills. Alongside these activities, students follow courses, take exams and gain City and Guilds skills qualifications in Maths and English, and through the Open College Network Certificates in Skills for Life. In addition, STEPS helps young people clarify their future plans, develop a CV, complete college or job applications and prepare for interviews.

High staff to student ratios and a growing number of volunteers, are the key to providing one to one learning support. Students join at different times during the academic year, and whilst this provides a challenge in terms of managing curriculum delivery, it does enable STEPS to respond swiftly and flexibly to meet a young person's needs.

In 2018 we launched a shorter intervention programme with a view to continuing at points in the year if the centre is not at full capacity. A shorter intervention for younger Key Stage 3 students aged 12 – 13 years, who are struggling in mainstream school, was piloted. Designed to pre-empt further difficulties, the programme helps students to build their self-confidence and self-esteem. They can then be more reflective in terms of their behaviours and develop strategies to enable them to succeed in mainstream schooling. Working in partnership with their local school, these young people will be tracked and supported throughout the next academic year to assess the effectiveness of this new initiative.

Making a difference at STEPS

	Actual 2017/18	Target 2018/19	Actual 2018/19	Target 2019/20
Percentage of year 11 students progressing to further learning or employment on leaving the programme (by November)	72%	80%	85%	80%
Percentage of summer 2018 leavers gaining external accreditation	100%	80%	100%	80%

“I liked it at STEPS straight away. I’m able to listen more because there are fewer distractions so I’m learning more. I’ve changed my mood and my behaviour – since I came here I’ve been really calm and I haven’t had one flip out. I wasn’t reaching my full potential but now I’m going above and beyond.”
Aiden, STEPS student

STEPS Counselling Service

A free service for young people

A steady and growing flow of young people aged 16-25 have accessed our free Woking-based service for various reasons over the past year. The length of waiting times for other services often means young people from anywhere in Surrey are directed to STEPS Counselling by various sources including GPs and mental health agencies.

STEPS counselling as a non-statutory service is approachable, carries less stigma, and is free to our service users who may be unable to afford private counselling. A dedicated helpline is available.

Counselling is tailor made to meet everyone’s needs and we assess progress made after 12 sessions to ensure that counselling is still the right way forward. It could be that a mentor may be more suitable to provide the right level of support and is sometimes an alternative offer to enable the young person to continue their development.

Typically, the young people who come to us are facing challenges including depression, anxiety, anger management, bullying, panic attacks, self-harm and bereavement. In many cases, this also comes within a wider context of economic and social disadvantage, family dysfunction or struggles in education.

Our counselling is currently provided by five volunteers who are qualified. Three more are in the final stages of their professional training and need to achieve over 100 hours of sessions to obtain their qualification. The trainees are supported by an experienced BACP accredited supervisor. We deliver in a new community facility owned by Woking Borough Council, as well as in the premises of a local charity working with those with mental health issues.

Making a difference to young people through counselling

	Actual 2017/18	Target 2018/19	Actual 2018/19	Target 2019/20
Numbers of young people accessing counselling	41	40	62	50
Percentage matched with a counsellor within four weeks	100%	100%	100%	100%

“My daughter recently received several counselling sessions at your centre in Woking. I just wanted to pass on my thanks - she only needed a few sessions and is back on track. I'm so grateful that your service exists and consider myself lucky that I was able to access it for my daughter - the early intervention was important. Thank you!”

Parent of a young person receiving counselling

Stanwell Children’s Centre

Supporting parents in giving children the best start in life

At the heart of our Stanwell Family Centre, run in partnership with Surrey County Council, is the desire to make a positive difference to the life chances of the very youngest in our society and their families, living in Stanwell and the Spelthorne community, one of the most disadvantaged communities in not only Surrey, but the UK. There were changes this year to Surrey Children’s Centres and how Surrey County Council supports families. The new approach will involve Surrey County Council focusing its resources on helping the families most in need of support, which means some of the existing Children’s Centres being closed and others becoming Family Centres.

Stanwell Family Centre offers a range of services and support to enable children aged 0-11 years and their families to overcome difficulties and become more resilient. We work with a range of partners who support children and families to ensure that children can thrive. We work with families who request additional support to help find solutions and improve outcomes when a problem emerges. The services and activities at Stanwell Family Centre are designed to aid childhood development and provide adults with skills for parenting, life and work.

How do we help?

Being a parent or carer of a young child is one of the most challenging, rewarding and important roles anyone can have. All parents/carers and children should be supported from their earliest years in learning and developing life skills so they can grow up healthy, happy and achieving their goals. Family Centres offer early intervention family support that aims to help before problems get too big. In our work with families, we use a range of approaches and resources to improve emotional well-being, social skills and opportunities for children to enjoy and achieve.

The Centre’s garden is a great asset for many families living in local flats and saw further improvement this year. Thanks to a generous donation we were even able to establish a new climbing frame much to the excitement and enjoyment of all the children.

The success of the Family Centre reflects its effective partnerships with local schools, nurseries, day care providers and other voluntary groups, as well as a wide range of professionals, including midwives, health visitors, social workers and the police. Service delivery for 2019/2020 includes collaboration with partners. These include Speech and Language and Occupational Therapy Teams; the National Autistic Society and Surrey Borders NHS Foundation Trust all of whom work with us to support adult mental health, therapies for children with speech and language needs and space for social clubs for children with autism. The Family Centre is also a key player in the Stanwell Local Conversation, formed of local residents and professionals to improve health and life outcomes and opportunities for local people.

	Actual 2017/18	Target 2018/19	Actual 2018/19	Target 2019/20
Percentage of families with children aged 0-4 in reach area registered at Stanwell Children's Centre	92%	95%	92%	89%
Percentage of families with children aged 0-4 living in the most deprived target area accessing Stanwell Children's Centre	87%	90%	83%	95%

The Children's Centre performance is judged against a complex range of detailed targets which are regularly reviewed in depth by both the Local Advisory Board and the trustees' Task Group. Despite running with two staff vacancies for a number of months in 2018, the flexibility and commitment of other staff and a growing number of volunteers, enabled key services to be maintained and overall performance against targets to be good.

"The sensory room really helps Calvin to calm down when he is agitated. When we get home after a session in the sensory room he is always completely chilled out. He has really enjoyed playing with the illuminated blocks and Tiago loves the fibre optic lights too. I could never afford to have amazing equipment like this in my home so it's great to know that it's on my doorstep."

Sabrina, mum to Calvin who has ADHD and sensory issues

Swingbridge Community Boats

Volunteer-led resource, helping people in need, aiding recovery, supporting personal development and acquiring skills

In July 2018, the Swingbridge programme celebrated the recognition given to our volunteers by the achievement of the Queen's Award for Volunteering. This prestigious award demonstrates the value and work of volunteers on our two boats who are making a difference to people's lives and in the process supporting local communities and their environment.

To enable us to offer our service we have developed various programmes. Our two boats provide a range of experiences and access to a calming outdoor environment, enabling us to support people with a wide range of needs. We work with people with mental health issues, disadvantaged young people, youth organisations and offenders on community pay back schemes.

Swingbridge 1 is a twelve-seat passenger boat, equipped with a lift for ease of access to wheelchair users. A significant number of trips are for paid for enabling us to assist in supporting the cost of running Swingbridge. We hope to make trip hire more accessible by way of introducing an automatic system in the near future.

Much of our work is completed from late spring through to early autumn and to extend the season we have formed a link with Ford Open Prison who pay us to take out groups of prisoners for light environmental work over other times extending into winter. We plan to expand this service to other prisons in the future.

Swingbridge 2 works on the River Wey between Shalford and Weybridge and on the River Thames between Weybridge and Teddington and our partners include Guildford Borough Council, the National Trust and Thames Landscape Strategy. Work carried out includes managing and restoring wetlands, painting bridges and cutting back invasive plants. The crews consist of a mix of volunteers and supported volunteers, all overcoming personal issues such as alcoholism, life changing injuries and mental health problems. The ratio between crew and clients average four to six in favour of those in need. We have also expanded our provision to five days a week largely because of a growing demand for support.

We provide a rehabilitation service to community pay back clients and those involved gain practical skills and a sense of pride in making a contribution to the local community.

In more recent times we are delivering light environmental days with both boats working collaboratively combining the comfort of Swingbridge 1 with the equipment and resources of Swingbridge 2. Each year hundreds of people benefit from Swingbridge. For some it could be that their lives change for the better.

Making a difference with Swingbridge

	Actual 2017/18	Target 2018/19	Actual 2018/19	Target 2019/20
Individuals undertaking skills training (this includes our volunteers)	170	180	166	170
Individuals gaining nationally accredited awards (this includes our volunteers)	32	50	13	30
Individuals and groups on paid-for/charitably funded summer trips and training days, aiming to raise £10k of income (2017/18)	740/92	990/100	765/88	760/90

In addition to key performance targets where numbers of participants in activities on Swingbridge are tracked, we use individual and group evaluations to build a picture of how we are helping people to improve their personal and practical skills.

“When I helm the boat I feel a sense of freedom and control. I’m so busy focussing on what I’m doing that I’m not thinking about anything else. I have been in a really dark place but this has given me my life back.” Chloe, Swingbridge2 supported volunteer who is living with severe anxiety

“The crew were very informative and the elves could not have been nicer. The children and the adults all had a marvellous time!” Vicki Turton, Swingbridge Santa Cruise guest

The People’s Health Trust ‘Local Conversation’ in Stanwell

Empowering the community to maximise Stanwell opportunities

The Local Conversation is one of 20 across England, Scotland and Wales, led by the People’s Health Trust and funded through the Health Lottery. Based on the work of the WHO Marmot Review (2008) and of Professor Popay, the Local Conversations work around the principles of supporting action to improve where people live. This is in order to improve health at all stages of life at population and individual level. Local Conversation is a flexible, long term, funding model which is led by what local people want, recognising that local people know their local communities best. The programme is not about specific health conditions or traditional health services – instead is focused on things which affect health like green spaces, housing, getting together, transport, jobs, local shops, neighbourhood planning, etc.

The work complements our projects at the Sure Start Children’s Centre and helps the Stanwell community access opportunities.

Stanwell Local Conversation is led by a Steering Group formed of residents and professionals. 2017/18 saw a number of exciting projects begin that fit within the five key priority areas for Stanwell:

- Taking Pride in Stanwell
- Increasing social networks and connections
- Regular ongoing activities for children aged 7+ and young people
- Opportunities for an active and healthy community
- Transport Links

The Parenting Programme

Group mentoring support for parents

Surrey Care Trust is working in partnership with Family Links and Surrey County Council on the development of a charitably-funded national pilot project, linked to the launch of the National Parenting Organisation.

The project aims to support parents through trained Parenting Group Mentors (PGMs) taking part in existing parenting classes and continuing the group once the scheduled ten-week course ends. Having established relationships with the parents during the parenting course, the PGM will be working with parents to encourage ongoing face to face interaction and discussions to support the group, while working through ten parenting units. This will mean that there is continued professional input to the group and credible organisation, as well as having access to Early Help agencies and support if needed. Over time, we anticipate that in many cases, one or ideally two potential volunteer PGMs will 'self-select' from each group, with the encouragement and support of the PGM.

The project began in January with 10 PGMs being trained and 4 being placed onto Parenting courses in April 2018, with another in July 2018. Three of these groups are now meeting with the follow up sessions with parents to offer ongoing support and group mentoring. Whilst the initial start was more challenging and slower than anticipated, we believe a number of changes to the pilot will enable further growth in 2018/19.

"I am more aware of the importance of talking to my child"

"Be more responsive to my children when they tell me stuff and be in the moment. Take time to listen to them"

Comments by parents on the Parenting Programme

More information about Surrey Care Trust

Staff and volunteers

The average weekly number of employees (full-time equivalent) in 2018/19 was 27.5 compared to 25 in 2017/18. Volunteers, including paid staff supporting Surrey Care Trust in their own time, contributed 24,243 hours during 2018/19, a 22% increase over 2017/18.

Staff salaries are determined with reference to internal benchmarking and, where necessary and appropriate, to the external marketplace. The time and skills of volunteers make a huge

contribution to Surrey Care Trust's work and many of our services could not operate without them. In fundraising, volunteers are essential for us to run successful and cost effective events, especially our Surrey 5 Peaks sponsored walk.

Volunteers frequently tell us that they gain as much from volunteering as they put in. The best reward is the satisfaction of seeing the difference they are making to the lives of people who are struggling.

"I wanted to volunteer for a small charity where I felt I could really make a difference . In some ways I feel it's totally selfish as it's made me feel great about myself too and really proud that I have been able to help somebody." Aimee, volunteer mentor

Learning and training

Commitment to training and developing all staff, whether full-time, part-time, or volunteer, is a key part of our commitment to quality.

All new recruits, whether staff or volunteer, are encouraged to attend a Surrey Care Trust 'Welcome Lunch' induction to the Trust soon after they join.

Paid staff have regular reviews and an annual appraisal with their line manager, at which personal performance and training objectives, linked to programme targets, are agreed and progress reviewed.

Learning and development is discussed and evaluated in the context of its benefit to the individual's work, programme delivery and the organisation as a whole.

All permanent staff undertook some training during the year, much of it provided in-house or through partner organisations. Furthermore, staff are encouraged to shadow different programmes and this year we held two 'Working Together Days', for all the staff and a cross section of our volunteers. The first held in January, at 'Gildings Barn', reflected on our achievements of the past year and allowed the team to consider where we want to be in the future, building on the strengths of our different programmes and the links between them. The second, held at the PaperCourt Sailing Club in Ripley in July, included building on the strategy determined by the Board of Trustees with various team building activities incorporated.

Providing quality training is the foundation for our effective use of volunteers, ensuring they have the skills we need, whilst also increasing the value for them of volunteering in terms of personal development.

Quality accreditation

We invest in nationally-recognised external accreditation to demonstrate the quality of our work and ensure we seek to continually improve the way we run our services. Our accreditations are:

- ISO 9001
- National Community Boats Association (NCBA) Accredited Training Centre Status
- Open College Network Accredited Centre with direct claims status
- City & Guilds Accredited Centre

Fundraising

Income from fundraising is essential for Surrey Care Trust to maintain the range of services we offer and to support the development of new initiatives. Our sources of funding include grants from charitable trusts and foundations, donations from individuals and companies and our own fundraising events such as those held at the Watts Gallery and the House of Lords. Events also provide an invaluable way of maintaining contact with our current corporate and individual supporters and reaching potential new donors.

In addition to our Surrey 5 Peaks walk in September 2018, supporters have raised funds for us through the London Marathon and other challenge events.

The work that is most reliant on charitable funds includes mentoring for young people aged 18-25, our counselling service and our Swingbridge Community Boats. Our STEPS alternative learning programme is significantly strengthened by charitable income. For example, while the core funding - including premises and central support - comes from the fees charged to referring schools, a quarter of the costs are covered by charitable donations. This provides additional staff, educational and sporting trips and activities, books and equipment and food for a daily breakfast and lunch.

Two of our newer projects, the Parenting programme and the Local Conversation in Stanwell, are both fully charitably funded until December 2019 and for the next two years, respectively.

Surrey Care Trust's fundraising strategy recognises the importance of consolidating our supporter base and avoiding over-reliance on any one funding stream. Financial targets are set and progress monitored on a regular basis for grant making trusts, companies, individuals, community group donations and fundraising events.

Surrey Care Trust is regulated with the Fundraising Regulator. No complaints about our fundraising activities were received during the year.

Financial review

Financially the Trust has performed well this year. There has been a 16% improvement in overall income achieved through a combination of increased donations and fundraising events and an increase in our provision at STEPS. We continued to closely monitor our expenditure which has enabled us to finish the year with a healthy contribution to reserves.

In summary:

- Income for the year to 31 July 2019 was £1,201,672 compared with £1,010,048 for the previous year.
- Expenditure for the year to 31 July 2019 was £1,130,965 compared with £987,350 for the previous year.
- Income for the year to 31 July 2019 exceeded expenditure leading to a surplus of £70,707 compared with a surplus of £22,698 for the previous year.
- At the close of this year our unrestricted reserves were £246,261 compared to £125,221 in 2018, this includes the revaluation of our Swingbridge boats to the tune of £60,000. Restricted reserves - funds to be used for the specific purposes as specified by the donors – increased by £8,791 to £9,667 (they were £875 in 2018).
- Our cash position has also improved by £52,977 to £263,321.

Full details of the results for the year are given in the audited financial statements included in this report.

For the year to 31 July 2020, having taken account of future plans and opportunities, the Trustees agreed to budget for a deficit.

Reserves

The Trustees have examined the Trust's need for unrestricted funds in the context of planned continuing activities during 2019/20, including consideration of quantifiable financial risks to the Trust, within the context of the current economic and political climate, and the challenges of fundraising.

Reserves need to be held to ensure the stability of the Trust in the event of unexpected demands on resources. The minimum level of unrestricted reserves needs to be set at a level sufficient to meet closure costs and other specific risks and opportunities identified by the Board, including:

- a) emergencies and/or unexpected calls on funds, potentially unable to take up new statutory funding or contracting opportunities. Risk ref OP01.
- b) unforeseen day-to-day operational costs, such as employing temporary staff to cover a long-term sick absence. Risk ref FIN04
- c) income stream(s) ceasing, particularly voluntary grant funding. Risk ref FIN02
- d) new desirable projects (funding/contracting opportunities that could require the charity to provide contribution such as 'matched funding'. Risk ref OP02
- e) short-term deficits in cash flows such as when money is needed to be spent before a funding grant is received. Risk ref FIN01

Based on these criteria, the Board has agreed a reserves target of between £136,000 and £215,000. The upper level is to be targeted incrementally in the coming years subject to the budgetary requirements over time.

Total unrestricted reserves at 31 July 2019 were £246,261 compared with £125,221 at 31 July 2018.

Risk management

We have continued to develop our risk management policy and procedure during the year, and implement an annual action plan to address significant risks. Mitigating factors are identified for each risk and are reflected in the scoring of both probability and impact.

An in-depth review of risk throughout Surrey Care Trust is undertaken on a regular basis by the operational managers and other senior staff.

The quantified assessment of risk, the risk management policy and action plans are agreed and monitored by the Board.

The most significant risks identified during the year included:

- Further significant overall reduction in Public Sector funding
- Inadequate level of reserves to meet unexpected shortfall in income or unexpected expense
- Failure to identify sufficient new funding opportunities to maintain, at a minimum, current turnover
- Significant shortfall on voluntary fundraising target
- Serious Health & Safety failure

Future plans

Our ambition as a charity is always to be able to develop our service to reach more people in need. We acknowledge that, like for most not for profit organisations, challenges lie ahead both in terms of finances and growing need. However, following on from the strategic review carried out by Strategic Fit we know our range of programmes we offer to families, including our Family Centre, Parenting, mentoring and adult learning, puts us in an ideal position to respond to this challenge, working in partnership to share information and provide effective whole family support.

We are therefore ready to make significant changes that will allow us to do the work we know will make *the* difference to the most vulnerable people.

To achieve this we have identified 5 priorities to focus on over the coming years:

- Implement clear outcome measurements and systems across the Trust to ensure we are making a difference
- Develop programmes to be more family focussed
- Better integrate our programmes
- Maximise our work with Volunteers
- Make our funding more sustainable

Work is now underway to plan our response to these priorities including the setting of a series of annual performance targets contributing towards the strategic plan objectives, and these have been agreed for 2019/20 and will be reviewed every quarter.

We expect to launch our new detailed strategic plan in early 2020 ready to meet our strategic objectives and continue to transform the life chances and aspirations of local people who are marginalised by disadvantage and lack of opportunity, or who just need someone to give them a second chance.

Approved by the Trustees on 25th November 2019 and signed on their behalf by

.....
Sir Denis O'Connor
Chairman and Trustee

Financial statements 2018/19

Statement of Trustees' Responsibilities

The trustees (who are also the directors for the purpose of company law) are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and regulations.

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

- a) select suitable accounting policies and then apply them consistently;
- b) observe the methods and principles in the Charities SORP;
- c) make judgments and accounting estimates that are reasonable and prudent;
- d) state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- e) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue to operate.

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

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The trustees confirm that so far as they are aware, there is no relevant audit information (as defined by section 418(3) of the Companies Act 2006) of which the charitable company's auditors are unaware. They have taken all the steps that they ought to have taken as trustees in order to make themselves aware of any relevant audit information and to establish that the charitable company's auditors are aware of that information.

These Financial Statements have been prepared in accordance with the special provision for small companies under Part 15 of the Companies Act 2006.

These Financial Statements were approved by the members of the Board on 25th November 2019 and are signed on their behalf by:

.....
Peter Clanchy, Trustee and Treasurer
Company number: 1658859

Independent auditors' report to the members of Surrey Care Trust

Opinion

We have audited the financial statements of Surrey Care Trust (the 'charitable company') for the year ended 31 July 2019 which comprise Balance Sheet, Statement of Financial Activities, 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, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 July 2019 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; 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 Auditor's 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 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 auditor's report 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 trustees' report, which includes the directors' report for company law purposes, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.

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 trustees' report.

We have nothing to report in respect of the following matters in relation to which 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 trustees' responsibilities statement 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.

Auditor's 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 an auditor's report 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: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

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 auditor's 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.

.....

Andrew Skilton ACA (Senior Statutory Auditor)

For and on behalf of Brewers Chartered Accountants, Statutory Auditor
Bourne House
Queen Street
Gomshall
Surrey GU5 9LY

25 November 2019

Reference and administrative details

Company number	658859	
Charity number	285543	
Registered office and operational address	The Crescent, Heathside Crescent, Woking, Surrey GU22 7AG	
Patrons	Mr Roger Black MBE Mr David Hypher, OBE DL Michael More Molyneux, Lord Lieutenant of Surrey Sir Richard Stilgoe OBE DL Mr Andrew Wates OBE DL	
President	Sir Adrian White CBE DL D.Univ	
Trustees	Trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows:	
Chairman	Sir Denis O'Connor	
Vice Chairman	Mr John Chaplin (from 3/12/18)	
Secretary	Mr Richard Whittington DL (from 3/12/18)	
Treasurer	Mr Peter Clanchy Mrs Tracey Corney Dr Esther Hayes (until 27/07/19) Mr Phil Osborne Mrs Kari Pridden Mr Ron Searle Dr Naomi Winstone Mrs Vivienne Winter Stuart Mrs Viv Ottaway (until 3/12/2018)	
Chief Executive	Mrs Elaine Tisdall (until 25/04/19) Ms Kate Shore Acting CEO (from 26/04/19 until 27/10/19) Mr John Downing CEO (from 28/10/19)	
Bankers	CAF Bank Ltd 24 Kings Hill Avenue Kings Hill, West Malling Kent ME19 4JQ	Barclays Bank PLC 6 Clarence Street Kingston Upon Thames Surrey KT1 1NY
Solicitors	Brown Rudnick LLP (to 30 April) 18 Clifford Street, London W1S 2QL Barlow Robbins LLP (from 1 May) The Oriel, Sydenham Road, Guildford, GU1 3SR	
Auditors	Brewers, Chartered Accountants Bourne House, Queen Street, Gomshall, Surrey, GU5 9LY	
Accountants	JS2 Limited One Crown Square, Church Street East, Woking, Surrey, GU21 6HR	

Balance sheet

Company no. 1658859

As at 31 July 2019

	Note	£	31 July 2019 £	31 July 2018 £
Fixed assets				
Tangible fixed assets	8		<u>71,500</u>	<u>2,982</u>
Current assets				
Debtors	9	123,178		122,257
Cash at bank and in hand		<u>263,321</u>		<u>210,344</u>
		386,499		332,601
Liabilities				
Creditors: amounts due within one year	10	<u>202,071</u>		<u>210,362</u>
Net current assets			<u>184,428</u>	<u>122,239</u>
Net assets	11		<u>255,928</u>	<u>125,221</u>
Funds				
Restricted funds	12		9,667	875
General funds			186,261	124,346
Revaluation Reserve			<u>60,000</u>	-
Total charity funds			<u>255,928</u>	<u>125,221</u>

These financial statements have been prepared in accordance with the special provision for small companies under Part 15 of the Companies Act 2006.

Approved by the Trustees on 25th November 2019 and signed on their behalf by:

Peter Clanchy, Trustee and Treasurer

Statement of financial activities (incorporating an income and expenditure account)
For the year ended 31 July 2019

	Note	Restricted £	Unrestricted £	Year ended 31 July 2019 Total £	Year ended 31 July 2018 Total £
Income from:					
Donations	2	248,702	155,801	404,503	303,554
Trading activities					
Fundraising events	3	-	61,100	61,100	45,493
Charitable activities					
Adult Learning		-	83,098	83,098	82,913
Mentoring		104,287	167,341	271,628	246,341
STEPS		-	143,528	143,528	88,688
Stanwell Sure Start Children's Centre		227,790	-	227,790	231,018
Swingbridge Community Boats		-	10,010	10,010	12,038
Investment income		-	15	15	3
Total income		580,779	620,893	1,201,672	1,010,048
Expenditure on:					
Raising funds					
Fundraising and marketing		-	132,549	132,549	136,106
Fundraising events		-	24,845	24,845	15,333
		-	157,394	157,394	151,439
Charitable activities					
Adult Learning		460	90,188	90,648	75,526
Mentoring		135,488	169,792	305,280	224,509
STEPS		58,833	131,053	189,886	194,684
Stanwell Sure Start Children's Centre		236,444	-	236,444	244,055
Swingbridge Community Boats		30,593	10,551	41,144	49,201
Stanwell Local Conversation		74,022	-	74,022	25,206
Parenting		36,147	-	36,147	22,730
Total expenditure	4	571,987	558,978	1,130,965	987,350
Other recognised gains / (losses)					
Gains and losses on revaluation of fixed assets			60,000	60,000	-
Net income/(expenditure) and net movement in funds	5	8,792	61,915	70,707	22,968
Reconciliation of funds					
Total funds brought forward		875	124,346	125,221	102,523
Total funds carried forward		9,667	246,261	255,928	125,221

All of the above results are derived from continuing activities. Movements in funds are disclosed in Note 12 to the financial statements.

**The Surrey Care Trust
Statement of Cashflows**

For the year ended 31 July 2019

	2019		2018	
	£	£	£	£
Cash flows from operating activities:				
Net expenditure for the year	70,707		22,698	
Adjustments for:				
Depreciation charges	(8,518)		5,681	
Interest	(15)		(3)	
Increase in debtors	(921)		(24,297)	
Increase in creditors	<u>(8,291)</u>		<u>47,127</u>	
Net cash provided by operating activities	52,962		51,206	
Cash flows from investing activities:				
Interest	<u>15</u>		<u>3</u>	
Net cash used in investing activities	15		3	
Change in cash and cash equivalents in the year	<u>52,977</u>		<u>51,209</u>	
Cash and cash equivalents at the beginning of the year	210,344		159,135	
Cash and cash equivalents at the end of the year	<u>263,321</u>		<u>210,344</u>	

Notes to the financial statements
For the year ended 31 July 2019

1. Accounting policies

a) Basis of Preparation

These financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). The charity is a public benefit group for the purposes of FRS 102 and therefore has also prepared the financial statements in accordance with the 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 (The FRS 102 Charities SORP) and the Charities Act 2011.

The principal estimates made in the preparation of these financial statements comprise:

- Useful economic lives of fixed assets and depreciation rates
- Aspects of income recognition

Going Concern

The trustees have assessed whether the use of the going concern basis is appropriate and have considered possible events or conditions that might cast significant doubt on the ability of the Charity to continue as a going concern. The trustees have made this assessment for a period of at least one year from the date of approval of the financial statements. In particular the trustees have considered the Charity's forecasts and projections. After making enquiries the trustees have concluded that there is a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. The Charity therefore continues to adopt the going concern basis in preparing its financial statements.

Functional Currency

The functional currency is considered to be in pounds sterling because that is the currency of the primary economic environment in which the charity operates. The financial statements are also presented in pounds sterling, rounded to the nearest £1.

b) Income received by way of donations is included when the charity is legally entitled to the income, it is probable that the income will be received and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Gifts in kind represent assets donated for use by the charity, predominantly premises and legal costs, and are recognised when receivable. Gifts in kind are valued at an estimate of the price the charity would otherwise have paid.
- Income from sponsorship, sale of goods or services is the amount derived from ordinary activities and has been included net of VAT where applicable.

c) Revenue grants are credited to the Statement of Financial Activities when received or receipt is probable, whichever is earlier. Where unconditional entitlement to grants receivable is dependent upon fulfilment of conditions within the charity's control, income is recognised when there is sufficient evidence that conditions will be met. Where there is uncertainty as to whether the charity can meet such conditions the income is deferred.

Contract income is recognised in the Statement of Financial Activities as it is earned.

Notes to the financial statements
For the year ended 31 July 2019

1. Accounting Policies (continued)

- d) Grants for the purchase of fixed assets are credited to restricted income when receivable. Depreciation of fixed assets purchased with such grants is charged against the restricted fund. Where a fixed asset is donated to the Trust for its own use, it is treated in a similar way to a restricted grant.
- e) Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund together with a fair allocation of support costs.
- f) Unrestricted funds are donations and other income received or generated for the charitable purposes.
- g) Expenditure on raising funds relate to the costs incurred by the charitable company in inducing third parties to make donations to it, as well as the cost of any activities with a fundraising purpose.
- h) Grants payable are charged to the Statement of Financial Activities in the year in which the offer is conveyed to the recipient except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.
- i) Expenditure is recognised in the period in which it is incurred on an accruals basis. Expenditure includes attributable VAT which cannot be recovered.

Expenditure is allocated to the particular activity where the cost relates directly to that activity, including directly attributable administrative costs. Other costs of overall direction and administration specific to each activity are apportioned, based on the proportion of staff costs incurred in each activity to the whole.

Support costs are re-allocated to each of the activities on the following basis which is an estimate, based on staff costs, of the amount attributable to each activity:

	2019	2018
Fundraising	14%	16%
Adult Learning	7%	6%
Mentoring	30%	26%
STEPS	16%	19%
Parenting	4%	3%
Stanwell Sure Start Children's Centre	26%	26%
Swingbridge Community Boats	3%	4%

Support costs comprise the costs incurred in supporting the activities of the charity and include insurance, IT support costs, central staffing costs and central office costs as well as governance costs. Governance costs are the costs associated with the governance arrangements of the charity. These costs are associated with constitutional and statutory requirements and include any costs associated with the strategic management of the charity's activities and are included within support costs.

Notes to the financial statements
For the year ended 31 July 2019

1. Accounting policies (continued)

- j) Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The expected useful lives are as follows:

Swingbridge Community Boats	10 years
Motor vehicles	5 years
Computer and other equipment	3 years

Items of equipment are capitalised where the purchase price exceeds £1,000. However, where specific programme funding is provided for the acquisition of fixed assets these costs are only capitalised if their individual cost is in excess of £2,000. Depreciation costs are allocated to activities on the basis of the use of the related assets in those activities. Assets are reviewed for impairment if circumstances indicate their carrying value may exceed their net realisable value and value in use.

- k) The charitable company has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments. Financial instruments are recognised in the Charity's balance sheet when the Charity becomes party to the contractual provisions of the instrument. Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously. With the exceptions of prepayments and deferred income all other debtor and creditor balances are considered to be basic financial instruments under FRS 102.
- l) Short term debtors are measured at transaction price, less any impairment. Loans receivable are measured initially at fair value, net of transaction costs, and are measured subsequently at amortised cost using the effective interest method, less any impairment.
- m) Cash and cash equivalents in the balance sheet comprise cash at banks and in hand and short term deposits with an original maturity date of three months or less. For the purpose of the statement of cash flows, cash and cash equivalents consist of cash and cash equivalents as defined above.
- n) Short term trade creditors are measured at the transaction price. Other financial liabilities, including bank loans, are measured initially at fair value, net of transaction costs, and are measured subsequently at amortised cost using the effective interest method. Deferred income represents grants, contract funding and training fees relating to future period.

**Notes to the financial statements
For the year ended 31 July 2019**

2. Donations

	Restricted	Unrestricted	Year ended 31 July 2019 Total	Year ended 31 July 2018 Total
	£	£	£	£
Corporate donations	9,571	16,050	25,621	36,513
Individual and community donations	11,822	49,085	60,907	35,605
Gifts in kind	13,000	-	13,000	13,000
Grants	214,309	90,666	304,975	218,436
Total	<u>248,702</u>	<u>155,801</u>	<u>404,503</u>	<u>303,554</u>

3. Fundraising events

	Restricted	Unrestricted	Year ended 31 July 2019 Total	Year ended 31 July 2018 Total
	£	£	£	£
Surrey 5 Peaks 26 mile walk	-	16,600	16,600	11,856
Virgin London Marathon	-	14,864	14,864	10,634
IPFA Quiz	-	13,933	13,933	-
House of Lords	-	7,909	7,909	-
Charity Challenges	-	-	-	1,798
Lingfield Race Day	-	-	-	11,879
Other Events	-	7,794	7,794	9,326
Total	<u>-</u>	<u>61,100</u>	<u>61,100</u>	<u>45,493</u>

**Notes to the financial statements
For the year ended 31 July 2019**

4. Expenditure	Raising funds									Charitable activities		Year ended	Year ended
											31 July 2019	31 July 2018	
	Fundraising		Adult Learning		Mentoring		Stanwell Local		Stanwell Children's Centre	Swingbridge	Support Costs	2019 Total	2018 Total
	Fundraising	Fundraising events	Learning	Mentoring	STEPS	Conversation	Parenting	Centre	Swingbridge	Costs	£	£	
	£	£	£	£	£	£	£	£	£	£	£	£	
Staff costs (Note 6)	97,259	-	46,880	213,327	114,423	39,846	24,841	159,782	18,904	100,077	815,338	697,582	
Programme education and training costs	1,280	445	29,613	23,491	16,420	11,550	1,175	13,409	9,179	4,595	111,157	88,445	
Other direct costs	8,697	24,400	1,953	12,931	10,112	6,261	3,587	14,101	3,486	-	85,528	81,631	
Premises costs	-	-	-	8	18,275	432	-	10,269	4,655	17,669	51,308	52,845	
Office costs	-	-	-	-	-	-	-	-	-	15,519	15,519	13,972	
IT costs	-	-	-	-	-	-	-	-	-	15,403	15,403	18,978	
Professional fees	-	-	-	-	-	-	-	-	-	24,630	24,630	22,097	
Depreciation	-	-	-	-	875	-	-	2,333	-	2,074	5,282	5,681	
Governance costs - Audit	-	-	-	-	-	-	-	-	-	6,800	6,800	6,300	
	<u>107,235</u>	<u>24,845</u>	<u>78,446</u>	<u>249,757</u>	<u>160,105</u>	<u>58,089</u>	<u>29,603</u>	<u>199,894</u>	<u>36,224</u>	<u>186,767</u>	<u>1,130,965</u>	<u>987,350</u>	
Re-allocated support costs*	<u>25,314</u>	<u>-</u>	<u>12,202</u>	<u>55,523</u>	<u>29,781</u>	<u>15,933</u>	<u>6,544</u>	<u>36,550</u>	<u>4,920</u>	<u>(186,767)</u>		-	
Total Expenditure	<u>132,549</u>	<u>24,845</u>	<u>90,648</u>	<u>305,280</u>	<u>189,886</u>	<u>74,022</u>	<u>36,147</u>	<u>236,444</u>	<u>41,144</u>	<u>-</u>	<u>1,130,965</u>	<u>987,350</u>	

* The re-allocation of support costs is based on the funding agreement or the proportion of staff costs incurred in each activity to the total.

**Notes to the financial statements
For the year ended 31 July 2019**

5. Net expenditure for the period

This is stated after charging:

	Year ended 31 July 2019 £	Year ended 31 July 2018 £
Depreciation	5,282	5,681
Auditors' remuneration: Audit	6,800	5,500
Trustees' remuneration	Nil	Nil
Trustees' expenses	Nil	Nil
	=====	=====

There were no Trustees' expenses (2018: none) relating to attendance at Board and other meetings of the trustees.

6. Staff costs and numbers

Staff costs were as follows:

	Year ended 31 July 2019 £	Year ended 31 July 2018 £
Salaries and wages	742,440	634,388
Social security costs	51,107	44,793
Pension contributions	21,790	18,401
	=====	=====
	815,338	697,582

No employee earned more than £60,000 during the period (2018: Nil).

The key management personnel of the charity comprise the trustees, the chief executive, deputy chief executive, development manager, programme managers and senior fundraisers.

The charity trustees do not receive remuneration. The total remuneration of the non-trustee key management personnel was £213,839 (2018: £200,959)

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

	Headcount 2019 No.	Headcount 2018 No.	FTE 2019 No.	FTE 2018 No.
Fundraising	4.7	4.5	2.3	2.4
Charitable activities	41.7	30.9	27.7	22.6
	=====	=====	=====	=====
	46.4	35.4	30.0	25.0

Notes to the financial statements
For the year ended 31 July 2019

7. Taxation

The charitable company is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

8. Tangible fixed assets

	Swingbridge community boats £	Motor vehicles £	Computer and other equipment £	Total £
Cost				
At the start of the period	54,517	10,500	19,513	84,530
Additions	-	-	13,800	13,800
Disposals	-	-	(3,542)	(3,542)
Revaluation	5,483	-	-	-
At the end of the period	<u>60,000</u>	<u>10,500</u>	<u>29,771</u>	<u>100,271</u>
Depreciation				
At the start of the period	54,517	9,625	17,405	81,547
Charge for the year	-	875	4,407	5,282
Disposals	-	-	(3,541)	(3,541)
Revaluation	(54,517)	-	-	(54,517)
At the end of the period	<u>-</u>	<u>10,500</u>	<u>18,271</u>	<u>28,771</u>
Net book value				
At the end of the period	<u>60,000</u>	<u>-</u>	<u>11,500</u>	<u>71,500</u>
At the start of the period	<u>-</u>	<u>875</u>	<u>2,108</u>	<u>2,983</u>

A professional valuation of The Swingbridge community boats was undertaken in 2018-19 which resulted in a £60,000 increase in the net book value of fixed assets.

9. Debtors

	Year ended 2019 £	Year ended 2018 £
Statutory organisations	6,075	13,500
Grants receivable	39,792	38,865
Other debtors	60,042	56,665
Prepayments	17,269	13,230
	<u>123,178</u>	<u>122,257</u>

Notes to the financial statements
For the year ended 31 July 2019

10. Creditors: amounts due within one year

	Year ended 31 July 2019 £	Year ended 31 July 2018 £
Taxation and social security	18,093	15,747
Other creditors	23,851	9,132
Accruals	45,536	17,574
Deferred income	114,591	167,909
	<u>202,071</u>	<u>210,362</u>
Movement in deferred income:	Year ended 2019 £	Year ended 2018 £
Balance at the beginning of the year	167,909	113,323
Amount released to income in the year	(167,909)	(113,323)
Amount deferred in the year	114,591	167,909
Balance at the end of the year	<u>114,591</u>	<u>167,909</u>

11. Analysis of net assets between funds

	Restricted funds £	General funds £	Total funds at 31 July 2019 £
Tangible fixed assets	9,667	-	9,667
Net current assets	-	186,261	186,261
Revaluation Reserve	-	60,000	60,000
Net assets at 31 July 2019	<u>9,667</u>	<u>246,261</u>	<u>255,928</u>

Prior year analysis of net assets between funds

	Restricted funds £	General funds £	Total funds at 31 July 2018 £
Tangible fixed assets	875	-	875
Net current assets	-	124,346	124,346
Net assets at 31 July 2018	<u>875</u>	<u>124,346</u>	<u>125,221</u>

Notes to the financial statements
For the year ended 31 July 2019

12. Movements in funds

	As at 1 August 2018 £	Income £	Expenditure £	As at 31 July 2019 £
Restricted funds:				
Adult Learning	-	460	(460)	-
Mentoring	-	135,488	(135,488)	-
STEPS	875	57,958	(58,833)	-
Stanwell Sure Start Children's Centre	-	246,111	(236,444)	9,667
Stanwell Local Conversation	-	74,022	(74,022)	-
Parenting	-	36,147	(36,147)	-
Swingbridge Community Boats	-	30,593	(30,593)	-
Total restricted funds	875	580,779	(571,987)	9,667
Unrestricted funds:				
General funds	124,346	620,893	(558,978)	186,261
Total unrestricted funds	124,346	620,893	(558,978)	186,261
Gain on revaluation of fixed assets	-			60,000
Total funds	125,221	1,201,672	(1,130,965)	255,928

Prior year movements in funds

	As at 1 August 2017 £	Income £	Expenditure £	As at 31 July 2018 £
Restricted funds:				
Adult Learning / Mentoring	-	113,439	(113,439)	-
STEPS	2,975	44,188	(46,288)	875
Stanwell Sure Start Children's Centre	-	230,973	(230,973)	-
Stanwell Local Conservation	-	25,206	(25,206)	-
Parenting	-	19,871	(19,871)	-
Swingbridge Community Boats	2,000	39,700	(41,700)	-
Total restricted funds	4,975	473,376	(477,476)	875
Unrestricted funds:				
General funds	97,548	536,672	(509,874)	124,346
Total unrestricted funds	97,548	536,672	(509,874)	124,346
Total funds	102,523	1,010,048	(987,350)	125,221

12. Movements in funds (continued)

Restricted Funds

The Trust received £248,702 of restricted donations in the year which included £8,600 from Walton Charities and £5,400 from Children in Need.

Purposes of restricted funds

These are outlined in the Trustees' report.

Purposes of carried forward restricted funds

The Trust received a £12,000 grant to specifically fund the development of the outside play area at Stanwell Children Centre, In line with our depreciation policy, the play equipment was depreciated and therefore the funds provided to cover this cost have been carried forward in a restricted fund.

13. Related party transactions

During the year aggregate donations of £32,000 (2018: £24,491) were received from trustees and related parties.

14. Voluntary revision of the accounts of reports

Section 454 of the Companies Act 2006 grants trustees (company directors for the purposes of the Companies Act) the authority to revise annual accounts and trustees reports which do not comply with the Companies Act 2006.

Notes to the financial statements
For the year ended 31 July 2019

15. Prior year Statement of Financial Activities

	Restricted £	Unrestricted £	31 July 2018 Total £
Income from:			
Donations	176,816	126,738	303,554
Trading activities			
Fundraising events	-	45,493	45,493
Charitable activities			
Adult Learning and Mentoring	65,607	263,647	329,254
STEPS	-	88,688	88,688
Stanwell Sure Start Children's Centre	228,973	2,045	231,018
Swingbridge Community Boats	1,980	10,058	12,038
Investment income	-	3	3
Total income	<u>473,376</u>	<u>536,672</u>	<u>1,010,048</u>
Expenditure on:			
Raising Funds			
Fundraising and marketing	-	136,106	136,106
Fundraising events	-	15,333	15,333
	<u>-</u>	<u>151,439</u>	<u>151,439</u>
Charitable activities			
Adult Learning and Mentoring	113,439	186,596	300,035
STEPS	46,288	148,395	194,684
Stanwell Sure Start Children's Centre	230,973	13,082	244,055
Swingbridge Community Boats	41,700	7,501	49,201
Stanwell Local Conservation	25,206	-	25,206
Parenting	19,871	2,859	22,730
Total expenditure	<u>477,477</u>	<u>509,873</u>	<u>987,350</u>
Net income/(expenditure) and net movement in funds	(4,101)	26,799	22,698
Reconciliation of funds			
Total funds brought forward	4,976	97,547	102,523
Total funds carried forward	<u>875</u>	<u>124,346</u>	<u>125,221</u>

Thank you

Thank you to all of our volunteers; Friends and supporters; to everyone who has helped organise and support our events and to the participants in Surrey 5 Peaks 2017 and all our sponsored fundraising events.

Thank you also to everyone from the following:

For General Support

The Alchemy Foundation
The Arts Society – Windlebrook
Barlow Robbins
C Brewer & Sons
Consult Hyperion
Denbies Vineyard
Carrington (1953) Ltd
Church of Holy Trinity with St Saviour's
The Coleman Charitable Trust
The Edward Gostling Foundation
Energysys
Gerald Bentall Charitable Trust
Halstead Preparatory School for Girls
Ian Karten Charitable Trust
Keltbray – February 2019
Loseley & Guildway Charitable Trust
Mondi plc
Oxshott Choral Society
Reach Contact Fundraisers
Schroder Foundation
Wates Family Foundation
A2 Dominian
People's Health Trust

For Swingbridge

Bloss Family Foundation
Cartbridge Basin Marina
Chapman Charitable Trust
Co-op Community Fund
Co-op Guildford branches
D'Oyly Carte Charitable Trust
The CP Trust
Elmbridge Borough Council
Guildford Poyle Charities
IPFA
James Wise Charitable Trust
The Margaret Litchfield Trust
NCS Challenge Team
The Noel Buxton Trust

Rotary Club of Ripley and Send
St Catherines Village Association
Thames Heritage Trust
The Wisley Golf Club

For Mentoring

Community Foundation for Surrey
Heathrow Community Fund
The Ingram Trust
The Walton Charity

For Steps to 16

AG Manly Charitable Trust
Bentley Systems
Hall Hunter Foundation
High Sheriff of Surrey Youth Awards
The Kelsey Trust
Loseley & Guildway Charitable Trust
The Percy Bilton Charity
The Red Hill Trust
St Faith's Trust
St James's Place Charitable Trust

For Counselling

BBC Children in Need
Corner House Woking
Woking Borough Council
Women's Centre Woking

For Hosting Meetings

Asda, Sheerwater
Barlow Robbins
Brewer & Son Ltd
Cap Gemini, Woking
Canon UK
Mundays
Imber Court
Morrisons Solicitors
National Trust
Sheerwater Youth Centre

Virgin Money Guildford
Hartsfield Manor
For Stanwell Children's Centre
Cllr Robert Evans Community Allocation
Lakeland Limited
Spelthorne Borough Council
Tesco Bags of Help
Wisley Golf Club

For Our Allotment – the Gateway Horticulture Community Project

Connick Tree Care
Staff at Fidelity International
Gatwick Airport Community Trust
Raven House
Reigate & Banstead Council
Sorbus Learning
Sir Jules Thorn Charitable Trust
Tesco Bags of Help
Woodfield School
Grant Ashley

For Events

Broanmain Plastics
Restore plc
Pakistan Muslim Welfare Association (PMWA)
Gildings Barn
Watt's Gallery



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