REPORT OF THE TRUSTEES AND

UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2022

FOR

CROSSROADS (SOUTH AYRSHIRE) CARE ATTENDANT SCHEME

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REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

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 2022. 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 and aims

Within the area of South Ayrshire:

1 To relieve stress on the persons or families caring for people who are physically disabled, have a learning disability or are elderly.

2 To care in appropriate circumstances for persons who are living alone and are physically disabled, have a learning disability or are elderly.

ACHIEVEMENT AND PERFORMANCE

Achievement and Performance

The number of hours of respite care which was provided during the year was 13,686 and the number of Carers helped was 147.

The Management Committee, which includes the Trustees, continued to meet on Zoom during the year to deal with the charity's ongoing business. This included a specifically formed Covid sub committee which was formed to deal with many issues presented by Covid. As restrictions were eased we have begun to return to face to face meetings.

The Care Inspectorate awarded the charity the Quality Grade of 6 - 'Excellent' (the highest grade available) for Care & Support, and a Grade of 5 - 'Very Good' for Staffing, at its most recent inspection, on 11 December 2018. (Management & Leadership was not assessed.) The five previous inspections, in March 2013, May 2014, August 2015, January 2017 and February 2018 had all resulted in grades of 6 - 'Excellent' for the areas assessed, and we have taken the necessary steps to return to this grade for Staffing. It should be noted that, due to Covid, the frequency of Care Inspectorate inspections has reduced. It should also be noted that as restrictions have eased we have been able to reintroduce training, including face to face training, for our staff which will help address this grading.

We have a good working relationship with South Ayrshire Council who provide a large proportion of our funds. SAC continued to support us during the pandemic while we delivered an, at times, amended service. We are currently in the process of signing off on a further 18 month extension to our current contract with SAC to take us through to end 2023.

Fundraising activities

Our three main fundraising events (charity walk, plant sale and Christmas fair) have been cancelled because of Covid-19, although we have recently been able to undertake a Spring Fayre which doubled as a plant sale and coffee morning. This was highly successful raising in excess of $\pounds 1,300$. We have been particularly grateful to all donors for their continued support. We did not receive any bequests during the year but have emphasised this opportunity to support us in our new leaflet. We have continued to raise funds through relevant LPG activities and through donations from the local Rotary and Ayr Philharmonic Choir. We continue to make applications from any funds for which we meet the criteria.

Training

Training remains a very important part of our commitment to the service we give and has been delivered when the rules allowed. We have been active in seeking alternative methods of training during this period. See above comments in the 3rd paragraph.

FINANCIAL REVIEW

Financial position

Per the Statement of Financial Activities on page 5, the Scheme reported net surplus of \pounds 4,247 for the year (2021 - surplus of \pounds 15,671) and total funds of \pounds 71,162 as at 31 March 2022.

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

FINANCIAL REVIEW

Reserves policy

The Trustees have established a policy within which the free reserves (ie. unrestricted funds not committed or invested in fixed assets) should equate to approximately two months of annual resources expended, which is currently $\pounds 50,000$. Per the General Fund on page 6, the Scheme's unrestricted funds amounted to $\pounds 64,630$.

COVID 19

The advent of the COVID-19 virus has had an impact on our operations, mainly as follows: we withdrew face to face delivery of our services but continued to provide a capability with regular phone calls, shopping, prescription pick-ups etc, all with the agreement of South Ayrshire Council (SAC). Naturally our overall numbers fell, as some Carers decided they didn't need our service during this time, but we were able to continue billing SAC for what we were doing. This maintained our revenue stream and enabled us to continue to cover our costs which themselves have been kept to a minimum during this period. As we have exited the more severe restrictions of Covid our service has returned to normal for many although we retain some elements of the amended service for some.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Crossroads (South Ayrshire) Care Attendant Scheme ("the Scheme") was incorporated on 23 March 1995 as a private company limited by guarantee (No.SC156846) and is recognised as a Scottish Charity (no.SC002548).

Recruitment and appointment of new trustees

The Trustees are elected at the Annual General Meeting in accordance with the charity's Articles of Association and serve on a voluntary basis. New Trustees take part in an induction programme, which familiarises them with the charity's values, aims and objectives together with its day-to-day operations, in addition to clarifying their statutory responsibilities as directors of a company limited by guarantee and as Trustees of a charity.

Organisational structure

The Trustees together with a Management Committee are responsible for the management of the Scheme's administration and service delivery. The Management Committee, who also serve voluntarily, are accountable to the Trustees and meet monthly with them to manage the work of the Scheme. The full time Manager and two part time Assistant Managers, assisted by a part time Administration Assistant, organise the service provided by the Care Attendants on a day-to-day basis.

The Board continues to upgrade the skills of existing members of the Management Committee to meet current requirements, and has been successful in recruiting three new Management Committee members during the year.

Risk management

Each of the Management Committee's three subcommittees, which meet throughout the year, reviews the major risks to which the Scheme is exposed in order to ensure that systems are put in place to mitigate those risks, and reports its findings to the Management Committee which maintains a Risk Register which is updated monthly.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number SC156846 (Scotland)

Registered Charity number SC002548

Registered office 64 Kyle Street Ayr Ayrshire KA7 1RZ

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

Trustees

P J Bailey Ms P Crossley B Kelsey Dr L M Martin D A Reader F Ward (resigned 20/2/22)

Company Secretary E M Terras

Independent Examiner

Galbraith Pritchards 20 Barns Street Ayr Ayrshire KA7 1XA

Approved by order of the board of trustees on 25 August 2022 and signed on its behalf by:

B Kelsey - Trustee

I report on the accounts for the year ended 31 March 2022 set out on pages five to sixteen.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). The charity's trustees consider that the audit requirement of Regulation 10(1)(a) to (c) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under Section 44(1)(c) of the Act and to state whether particular matters have come to my attention.

Basis of the independent examiner's report

My examination was carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with my examination, no matter has come to my attention :

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
- to keep accounting records in accordance with Section 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations; and
- to prepare accounts which accord with the accounting records and to comply with Regulation 8 of the 2006 Accounts Regulations

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Marguerite Roos B. Acc CA Chartered Accountant Galbraith Pritchards 20 Barns Street Ayr Ayrshire KA7 1XA

30 August 2022

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2022

	Notes	Unrestricted funds £	Restricted funds £	31/3/22 Total funds £	31/3/21 Total funds £
INCOME AND ENDOWMENTS FROM Donations and legacies	2	17,259	10,235	27,494	6,250
Donations and reguenes	2	17,237	10,235	27,191	0,250
Other trading activities Investment income	3 4	238,598 3	-	238,598 3	260,277 2
Other income	4	10,672	-	10,672	8,293
Total		266,532	10,235	276,767	274,822
EXPENDITURE ON Charitable activities Care		268,217	4,303	272,520	259,151
NET INCOME/(EXPENDITURE)		(1,685)	5,932	4,247	15,671
RECONCILIATION OF FUNDS					
Total funds brought forward		66,315	602	66,917	51,246
TOTAL FUNDS CARRIED FORWARD		64,630	6,534	71,164	66,917

The notes form part of these financial statements

BALANCE SHEET 31 MARCH 2022

FIXED ASSETS	Notes	Unrestricted funds £	Restricted funds £	31/3/22 Total funds £	31/3/21 Total funds £
Tangible assets	10	-	-	-	529
CURRENT ASSETS Debtors	11	12,614	-	12,614	-
Cash at bank and in hand		70,916 83,530	6,534 6,534	77,450 90,064	85,289 85,289
CREDITORS Amounts falling due within one year	12	(18,900)	-	(18,900)	(18,901)
NET CURRENT ASSETS		64,630	6,534	71,164	66,388
TOTAL ASSETS LESS CURRENT LIABILITIES		64,630	6,534	71,164	66,917
NET ASSETS		64,630	6,534	71,164	66,917
FUNDS Unrestricted funds Restricted funds	13			64,630 6,534	66,315 602
TOTAL FUNDS				71,164	66,917

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2022 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

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

The notes form part of these financial statements

BALANCE SHEET - continued 31 MARCH 2022

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 25 August 2022 and were signed on its behalf by:

B Kelsey - Trustee

L M Martin - Trustee

The notes form part of these financial statements

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

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.

Critical accounting judgements and key sources of estimation uncertainty

In the application of the company's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amounts of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

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. Such income is only deferred when the donor specifies that the grant or donation must only be used in future accounting periods, or when the donor has imposed conditions which must be met before the charitable company has unconditional entitlement.

Investment income is included in the year in which it is receivable.

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.

Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

Tangible fixed assets

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

Fixtures and fittings - 20% on cost

Taxation

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

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

The designated fund represents the net book value of the Scheme's tangible fixed assets which could not be readily convertible into cash.

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2022

1. ACCOUNTING POLICIES - continued

Fund accounting

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

The Robertson Trust provided funds to meet SVQ2 training costs.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Financial instruments

The company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

Provisions

Provisions are recognised when the company has an obligation at the balance sheet date as a result of a past event, it is probable that an outflow of economic benefits will be required in settlement and the amount can be reliably estimated.

2. DONATIONS AND LEGACIES

	31/3/22	31/3/21
	£	£
Donations	17,259	3,760
Grants	10,235	2,490
	27,494	6,250

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

	31/3/22	31/3/21
	£	£
SAHSCP for Prestwick	1,000	1,490
SAHSCP Maybole/N Carrick	2,000	500
SAHSCP Ayr South	2,000	500
Awards for All	4,235	-
SAHSCP Troon	1,000	-
	10,235	2,490

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2022

3. OTHER TRADING ACTIVITIES

	31/3/22	31/3/21
	£	£
Fundraising events	403	1,577
Contract care	238,195	258,700
	238,598	260,277
INVESTMENT INCOME	31/3/22	21/2/21

	31/3/22	31/3/21
	£	£
Deposit account interest	3	2

5. SUPPORT COSTS

4.

		Governance	
	Finance	costs	Totals
	£	£	£
Care	249	1,500	1,749

6. NET INCOME/(EXPENDITURE)

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

	31/3/22	31/3/21
	£	£
Depreciation - owned assets	529	529

7. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2022 nor for the year ended 31 March 2021.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2022 nor for the year ended 31 March 2021.

8. STAFF COSTS

	31/3/22	31/3/21
	£	£
Wages and salaries	241,316	230,793
Social security costs	2,924	921
Other pension costs	4,494	3,974
	248,734	235,688

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2022

8. STAFF COSTS - continued

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

Care Attendant Manager/Assistant Manager Office Staff	31/3/22 28 3 1	31/3/21 30 3 1
	32	34

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

9. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM Donations and legacies	3,760	2,490	6,250
Other trading activities	260,277	-	260,277
Investment income Other income	2 8,293	-	2 8,293
Total	272,332	2,490	274,822
EXPENDITURE ON Charitable activities Care	255,144	4,007	259,151
NET INCOME/(EXPENDITURE)	17,188	(1,517)	15,671
RECONCILIATION OF FUNDS			
Total funds brought forward	49,127	2,119	51,246
TOTAL FUNDS CARRIED FORWARD	66,315	602	66,917

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2022

10. TANGIBLE FIXED ASSETS

10.	COST		Fixtures and fittings £
	At 1 April 2021 and 31 March 2022		8,293
	DEPRECIATION At 1 April 2021 Charge for year		7,764 529
	At 31 March 2022		8,293
	NET BOOK VALUE At 31 March 2022		
	At 31 March 2021		529
11.	DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	31/3/22	31/3/21
	Trade debtors	£ 12,614	£
12.	CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		
	Social security and other taxes Accruals and deferred income Accrued expenses	31/3/22 £ 5,884 13,016	31/3/21 £ 2,455 4,235 12,211
		18,900	18,901

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2022

13. MOVEMENT IN FUNDS

		Net	
		movement	At
	At 1/4/21	in funds	31/3/22
	£	£	£
Unrestricted funds			
General fund	65,786	(1,156)	64,630
Designated fund	529	(529)	
	66,315	(1,685)	64,630
Restricted funds			
Robertson grant fund	534	-	534
SAHSCP Ayr South	888	1,112	2,000
SAHSCP Maybole/S Carrick	-	2,000	2,000
SAHSCP Prestwick	-	1,000	1,000
Awards For All - Big Event	(820)	820	-
SAHSCP Troon	-	1,000	1,000
	602	5,932	6,534
TOTAL FUNDS	66,917	4,247	71,164

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	266,532	(267,688)	(1,156)
Designated fund	-	(529)	(529)
	266,532	(268,217)	(1,685)
Restricted funds			
SAHSCP Ayr South	2,000	(888)	1,112
SAHSCP Maybole/S Carrick	2,000	-	2,000
SAHSCP Prestwick	1,000	-	1,000
Awards For All - Big Event	4,235	(3,415)	820
SAHSCP Troon	1,000	-	1,000
	10,235	(4,303)	5,932
TOTAL FUNDS	276,767	(272,520)	4,247

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2022

13. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

		Net	
		movement	At
	At 1/4/20	in funds	31/3/21
	£	£	£
Unrestricted funds			
General fund	48,069	17,717	65,786
Designated fund	1,058	(529)	529
	49,127	17,188	66,315
Restricted funds			
Robertson grant fund	534	-	534
SAHSCP Ayr South	1,000	(112)	888
SAHSCP Maybole/S Carrick	1,000	(1,000)	-
Awards For All - Big Event	(415)	(405)	(820)
	2,119	(1,517)	602
TOTAL FUNDS	51,246	15,671	66,917

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	272,332	(254,615)	17,717
Designated fund		(529)	(529)
	272,332	(255,144)	17,188
Restricted funds			
SAHSCP Ayr South	500	(612)	(112)
SAHSCP Maybole/S Carrick	500	(1,500)	(1,000)
SAHSCP Prestwick	1,490	(1,490)	-
Awards For All - Big Event	-	(405)	(405)
	2,490	(4,007)	(1,517)
TOTAL FUNDS	274,822	(259,151)	15,671

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2022

13. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

		Net	
		movement	At
	At 1/4/20	in funds	31/3/22
	£	£	£
Unrestricted funds			
General fund	48,069	16,561	64,630
Designated fund	1,058	(1,058)	-
C C			
	49,127	15,503	64,630
Restricted funds			
Robertson grant fund	534	-	534
SAHSCP Ayr South	1,000	1,000	2,000
SAHSCP Maybole/S Carrick	1,000	1,000	2,000
SAHSCP Prestwick	-	1,000	1,000
Awards For All - Big Event	(415)	415	-
SAHSCP Troon	_	1,000	1,000
	2,119	4,415	6,534
TOTAL FUNDS	51,246	19,918	71,164

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds	-		
General fund	538,864	(522,303)	16,561
Designated fund	-	(1,058)	(1,058)
	538,864	(523,361)	15,503
Restricted funds			
SAHSCP Ayr South	2,500	(1,500)	1,000
SAHSCP Maybole/S Carrick	2,500	(1,500)	1,000
SAHSCP Prestwick	2,490	(1,490)	1,000
Awards For All - Big Event	4,235	(3,820)	415
SAHSCP Troon	1,000	-	1,000
	12,725	(8,310)	4,415
TOTAL FUNDS	551,589	(531,671)	19,918

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2022

14. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2022.