

PRT Borders Carers Centre SCIO

A Scottish Charitable Incorporated Organisation
Annual Report and Financial Statements
for the Year Ended 31 March 2024

PRT Borders Carers Centre SCIO

Contents (continued)

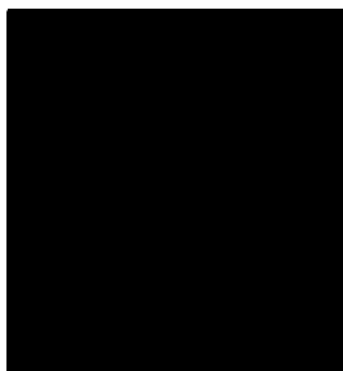
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PRT Borders Carers Centre SCIO

Reference and Administrative Details

Trustees

**Senior Management / Leadership
Team**



Charity Registration Number SC028087

Principal Office Brewerybrig
Low Buckholmside
Galashiels
TD1 1RT

Auditor FRW Hogg & Thorburn LLP
Chartered Accountants & Statutory Auditor
Riverside House
Ladhope Vale
Galashiels
TD1 1BT

Bankers Bank of Scotland
Galashiels
Channel Street
Galashiels
TD1 1BE

PRT Borders Carers Centre SCIO

Trustees' Report

The trustees present the annual report together with the financial statements and auditors' report of the charity for the year ended 31 March 2024.

Objectives and activities

Objects and aims

The objects of the charity are to relieve the poverty and distress of, further the health of and advance the education of carers within the area currently forming the Scottish Borders by:

the provision of advice and information to carers
support for carers on an individual basis and mutual support through carers groups
provision of advocacy for carers
provision of opportunities for volunteers to become involved in the work of the Carers Centre
assisting carers to have a voice in the planning and provision of community care services in the above area

- Enhance the quality of life of carers and their families
- Ensure carers needs and aspirations underpin our strategy, policy and practice
- Recognise carers as partners in care
- Establish the Borders Carers Centre as a recognised centre of excellence in relation to carers issues
- Work in partnership with local and national organisations to promote and support the carers agenda
- Be responsive to local and national policy developments

PRT Borders Carers Centre SCIO

Trustees' Report (continued)

Objectives, strategies and activities

It is fair to say that 2023-24 has been one of the most difficult years ever faced by the Carers Centre, but with the robust team spirit and commitment we have come to expect, testing challenges were met head on, led admirably by our Team Leader, Kirsty Finlayson and our Acting Senior, Debbie Rutherford who were responsible for covering the long-term absence of the Chief Executive early on in the year. On top of this the wider team worked tirelessly delivering an excellent service throughout, whilst at the same time covering for other long-term staff absences, managing an increasing number of referrals, and completing the highest number of Carers Support Plans on record. I wish to take this opportunity to thank each and every one of our incredible staff team for their efforts, unwavering strength, determination and commitment, without whom we would not have been able to continue to provide the right support at the right time to carers engaged with our service, many of whom face difficult challenges on a daily basis.

In our partnership working there were also a significant change in terms of process, which was not without its own challenges but together we found a new way of working which has ultimately strengthened our relationship and we thank our partners for their on-going support and commitment to joint working.

As well as challenges, we do however also need to celebrate our successes, which as usual were many. We are grateful to the Health and Social Partnership for providing us with the sum of £20,000 to enable us to continue to provide our free counselling service to carers, open to all carers over the age of 18 years. This service is delivered by our highly skilled counsellor, [REDACTED] who has been with us since her days as a student. [REDACTED] is now fully qualified as a supervisor, which has enabled us to take on a new student expanding the number of counselling hours we are able to offer to carers. This service has been very positively received, making a genuine difference to the lives of carers.

In April last year following a successful interview process [REDACTED] joined our team. [REDACTED] has taken on the role of Carers Liaison Worker primarily for the Cheviot area and is a very welcome addition. We now have eight members of staff in total delivering direct support to unpaid carers – [REDACTED] who is also our Team Leader (Bieldon outlying), [REDACTED] (Parent carers), [REDACTED] (Bieldon), [REDACTED] (Berwickshire), [REDACTED] (Hospital Liaison), [REDACTED] (Tweeddale) and [REDACTED] (Cheviot). The organisation is led by [REDACTED] our Chief Executive Officer and also includes our Finance Officer [REDACTED] Training and Development Officer [REDACTED] and our administrative team [REDACTED]

Milestones for the year included Carers Coronation Hampers provided by Fortnum and Mason to mark the King's Coronation, a well-attended and enjoyable Carers Week Event held at Kingsknowes Hotel Galashiels, two overnight retreats to Peebles Hydro, numerous lunches and special days out including trips to the Chocolatarium in Edinburgh and a Gin Experience. Breaks and days out were funded through Creative Breaks and were planned in partnership with carers as once again this year we remained true to our mission of keeping carers at the centre of our work.

This year also saw the trialling of a Dementia Carers Hub at the Borders General Hospital delivered in partnership with NHS Borders Dementia Consultant Nurse, Christine Proudfoot and Alzheimer's Scotland as well as the restarting of our Carers First Forum to enable carers to have a strong voice in the design and delivery of services and to inform decision makers. Our thanks go to [REDACTED] Carer Lead who attended the inaugural meeting.

I cannot end this report without a special thanks to our statutory partners who have supported the growth and development of our organisation, our Board of Trustees for their continued engagement and commitment, our hardworking Fundraising Committee and most importantly to you the unpaid carers, who even in the most challenging of times continue to tirelessly care for loved ones and are our most valued and equal partners.

Fundraising disclosures

We undertook 1 event during the year which was a financial success.

Grant making policies

Support grants are made to individuals on the basis of an application process. Applications are considered by a panel and grants are awarded on the basis of need.

Achievements and performance

The Centre has dealt with 459 new referrals during the year and ended the year with 487 open cases. We offered 810 carer support plans to our users and completed 656 carer support plans.

The accounts should be read in conjunction with Borders Carers Centre Strategic Plan - this provides detailed information relating to our activities and achievements as well as our Annual Review for the year.

PRT Borders Carers Centre SCIO

Trustees' Report (continued)

Financial review

There is a surplus of £95,057 for the year. This has been retained for future use. Part of this surplus has been allocated by the Board as additional reserves - an amount of £159,522 is now classified as reserves in accordance with the reserves policy.

Policy on reserves

The charity aims to hold sufficient funds to cover six months' running costs. The trustees have reviewed this policy in light of the additional funding received in recent years and they are happy that the reserves held are sufficient to meet this. Additional funds have been added to the brought forward reserves to recognise the increased costs of working and levels of activity. These reserves are held in a separate bank account earning interest. None of the reserve fund is classed as restricted.

There are no designated funds or reserves.

Principal funding sources

The principal sources of funding are grants from various bodies and service level agreements with Scottish Borders Council.

Investment policy and objectives

All short term funds are held in bank accounts with instant access. Longer term funds are held in interest bearing accounts.

Plans for future periods

Aims and key objectives for future periods

There are no plans to change current objectives from those presently in place. We continue to look at fundraising opportunities to help increase our self generated funds.

Activities planned to achieve aims

We will continue to deliver our existing service under the service level agreements. We will also continue to have at least 1 fundraising event every year.

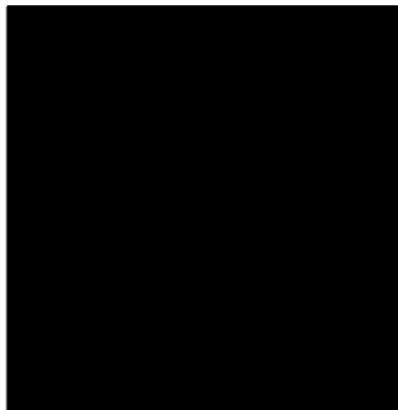
Going concern

The trustees consider that the charity is a going concern.

Trustees and officers

The trustees and officers serving during the year and since the year end were as follows:

Trustees:



Senior Management / Leadership
Team:

PRT Borders Carers Centre SCIO

Trustees' Report (continued)

Structure, governance and management

Nature of governing document

On 12th March 2012 the Princess Royal Trust Borders Carer Centre (previously an unincorporated organisation since 15th June 1998) changed its constitutional form to a Scottish Charitable Incorporated Organisation (SCIO). The SCIO and unincorporated organisation merged all assets, liabilities and activities on 1st April 2012.

The charity is controlled by the constitution developed for the SCIO.

Induction and training of trustees

New trustees are selected from applicants to advertisements who are then put through an application process. Successful applicants are issued with an induction pack, voted on by members and formally approved at the next AGM.

Arrangements for setting key management personnel remuneration

The remuneration of the manager is set by the Trustees. The trustees refer to the Cosla legacy SJC scales as issued by Scottish Borders Council when reviewing all staff remuneration. The board decide where each role sits on this scale and this determines the remuneration for the role. The remuneration for these roles was reviewed in November 2024.

Organisational structure

The charity is centrally managed by a manager from its main centre in Galashiels. The trustees, known as the Management Committee, have a responsibility for carrying out the policy of the Carers Centre, and for the administration, management and control of the affairs and property of the Carers Centre.

Major risks and management of those risks

Financial risk

We are dependent on both local and national government for ongoing financial support in terms of grants and service level agreements to deliver our services. It is well recognised that these sources of income are under financial pressure due to funding restrictions. This pressure may result in reduced income to support our activities in future years.

The trustees have ensured that there are sufficient funds held in reserves to be used in the future to cover reductions in grant funding.

Financial Instruments

Objectives and policies

The charity's activities expose it to a number of financial risks including credit risk, cash flow risk and liquidity risk. The use of financial derivatives is governed by the charity's policies approved by the board of trustees, which provide written principles on the use of financial derivatives to manage these risks. The charity does not use derivative financial instruments for speculative purposes.

Cash flow risk

The charity's activities expose it primarily to the financial risks of changes in interest rates. Interest bearing assets and liabilities are held at fixed rate to ensure certainty of cash flows.

Credit risk

The charity's principal financial assets are bank balances and cash, trade and other receivables.

The amounts presented in the balance sheet are net of allowances for doubtful receivables. An allowance for impairment is made where there is an identified loss event which, based on previous experience, is evidence of a reduction in the recoverability of the cash flows.

The credit risk on liquid funds and derivative financial instruments is limited because the counterparties are banks with high credit-ratings assigned by international credit-rating agencies.

Liquidity risk

In order to maintain liquidity to ensure that sufficient funds are available for ongoing operations and future developments, the charity uses a mixture of long-term and short-term deposits.

Further details regarding liquidity risk can be found in the Statement of accounting policies in the financial statements.

PRT Borders Carers Centre SCIO

Trustees' Report (continued)

Creditor payment policy

Invoices are paid within normal supplier payment terms.

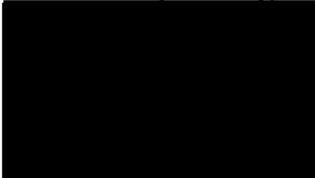
Disclosure of information to auditor

Each trustee has taken steps that they ought to have taken as a trustee in order to make themselves aware of any relevant audit information and to establish that the charity's auditor is aware of that information. The trustees confirm that there is no relevant information that they know of and of which they know the auditor is unaware.

16/12/2024

16/12/2024 at 8:12:34 PM UTC

The annual report was approved by the trustees of the charity on and signed on its behalf by:



PRT Borders Carers Centre SCIO

Statement of Trustees' Responsibilities

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The law applicable to charities requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

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

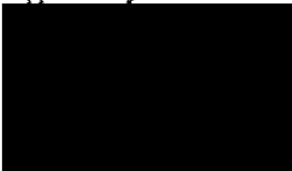
The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005, the applicable Charities Accounts (Scotland) Regulations 2006, and the provisions of the constitution. The trustees are also responsible for safeguarding the assets of the charity 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 governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

SIGNED SECURELY
16/12/2024

16/12/2024 at 01:12:34 PM UTC

Approved by the trustees of the charity on and signed on its behalf by:



PRT Borders Carers Centre SCIO

Independent Auditor's Report to the Members of PRT Borders Carers Centre SCIO

Opinion

We have audited the financial statements of PRT Borders Carers Centre SCIO (the 'charity') for the year ended 31 March 2024, which comprise the Statement of Financial Activities, Balance Sheet, Cash Flow Statement, 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 United Kingdom Accounting Standards, comprising Charities SORP - FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and applicable law (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2024 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 Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

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 responsibilities for the audit of the financial statements section of our report. We are independent of the charity 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.

The comparative financial statements are unaudited.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the original financial statements were authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

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.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the charity 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 where the Charities Accounts (Scotland) Regulations 2006 (as amended) requires us to report to you if, in our opinion:

PRT Borders Carers Centre SCIO

Independent Auditor's Report to the Members of PRT Borders Carers Centre SCIO (continued)

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

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities (set out on page 7), the trustees 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 charity'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 charity or to cease operations, or have no realistic alternative but to do so.

Auditor 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.

The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Identifying and assessing potential risks related to irregularities

Enquiring with management and trustees, including obtaining and reviewing supporting documentation, concerning the charity's policies and procedures relating to:

- Identifying, evaluating and complying with laws and regulations and whether they were aware of any instances of non-compliance;
- Detecting and responding to the risks of fraud and whether they have any knowledge of any actual, suspected or alleged fraud; and
- The internal controls established to mitigate risks related to fraud or non-compliance with laws and regulations;
- Discussing with the engagement team how and where fraud might occur in the financial statements and any potential indicators of fraud.
- Obtaining an understanding of the legal and regulatory framework that the charity operates in, focusing on those laws and regulations that had a direct effect on the financial statements. These areas were identified through enquiries with trustees, management and our knowledge and understanding of the charity accumulated throughout the audit and our sector-specific experience.

PRT Borders Carers Centre SCIO

Independent Auditor's Report to the Members of PRT Borders Carers Centre SCIO (continued)

Audit responses to risks identified

As a result of these procedures, we considered the opportunities and incentives that may exist within the organisation for fraud and material misstatements and identified the greatest potential for fraud or irregularities was management over-ride and income recognition

In addition to the above, our procedures to respond to the risks identified included the following:

- Reviewing the financial statement disclosures and testing and supporting documentation to assess compliance with relevant laws and regulations identified as having a direct effect on the financial statements;
- Performing analytical procedures to identify any unusual or unexpected relationships that may indicate the risk of material misstatement due to fraud;
- Testing income receivable and ensuring these were received;
- Reading minutes of trustee meetings;
- In addressing the risk of fraud through management override of controls, testing the appropriateness of journal entries and other adjustments.

We also communicated relevant laws and regulations identified as potential fraud risks to all the engagement team members and remained vigilant to any indications of fraud or non-compliance with laws and regulations throughout the audit.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

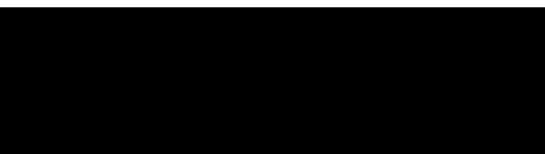
A further description of our responsibilities is available on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Other matters

- The comparative financial statements are unaudited.

Use of our report

This report is made solely to the charity trustees, as a body, in accordance with Regulation 10 of the 2006 Accounts Regulations. Our audit work has been undertaken so that we might state to the trustees those matters we are required to state to trustees in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and its trustees as a body, for our audit work, for this report, or for the opinions we have formed.



Chartered Accountants & Statutory Auditor
Riverside House
Ladhope Vale
Galashiels
TD1 1BT

Date:.....20 December 2024.....

PRT Borders Carers Centre SCIO

Statement of Financial Activities for the Year Ended 31 March 2024

	Note	Unrestricted funds £	Restricted funds £	Total 2024 £
Income and Endowments from:				
Donations and legacies	2	511,301	170,315	681,616
Other trading activities	3	35,585	-	35,585
Investment income	4	6,363	-	6,363
Other income	5	5,342	-	5,342
Total income		558,591	170,315	728,906
Expenditure on:				
Raising funds	6	(13,004)	-	(13,004)
Charitable activities	7	(406,507)	(214,338)	(620,845)
Total expenditure		(419,511)	(214,338)	(633,849)
Net income/(expenditure)		139,080	(44,023)	95,057
Gross transfers between funds		5,644	(5,644)	-
Net movement in funds		144,724	(49,667)	95,057
Reconciliation of funds				
Total funds brought forward		249,178	117,655	366,833
Total funds carried forward	20	393,902	67,988	461,890
	Note	Unrestricted funds £	Restricted funds £	Total 2023 £ (As restated) Unaudited
Income and Endowments from:				
Donations and legacies	2	360,703	179,882	540,585
Other trading activities	3	36,510	-	36,510
Investment income	4	2,259	-	2,259
Total income		399,472	179,882	579,354
Expenditure on:				
Raising funds		(11,209)	-	(11,209)
Charitable activities	7	(460,365)	(108,073)	(568,438)
Total expenditure	6	(471,574)	(108,073)	(579,647)
Net (expenditure)/income		(72,102)	71,809	(293)
Net movement in funds		(72,102)	71,809	(293)
Reconciliation of funds				
Total funds brought forward		321,280	45,846	367,126
Total funds carried forward	20	249,178	117,655	366,833

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2023 is shown in note 20.

PRT Borders Carers Centre SCIO

(Registration number: SC028087)
Balance Sheet as at 31 March 2024

	Note	2024 £	2023 £ (As restated) Unaudited
Current assets			
Debtors	16	2,144	2,873
Cash at bank and in hand	17	516,841	369,592
		518,985	372,465
Creditors: Amounts falling due within one year	18	57,095	5,632
Net assets		461,890	366,833
Funds of the charity:			
Restricted income funds			
Restricted funds		67,988	117,655
Unrestricted income funds			
Unrestricted funds		393,902	249,178
Total funds	20	461,890	366,833

The financial statements on pages 11 to 23 were approved by the trustees, and authorised for issue on 16/12/2024 signed on their behalf by: 16/12/2024 at 6:12:34 PM UTC

L Jackson
Trustee

PRT Borders Carers Centre SCIO

Cash Flow Statement for the Year Ended 31 March 2024

	Note	2024 £	2023 £ (As restated) Unaudited
Cash flows from operating activities			
Net cash income/(expenditure)		95,057	(293)
Adjustments to cash flows from non-cash items			
Investment income	4	(6,363)	(2,259)
		88,694	(2,552)
Working capital adjustments			
Decrease in debtors	16	729	219
Increase/(decrease) in creditors	18	14,993	(6,596)
Increase/(decrease) in deferred income		36,470	(89,765)
Net cash flows from operating activities		140,886	(98,694)
Cash flows from investing activities			
Interest receivable and similar income	4	6,363	2,259
Net increase/(decrease) in cash and cash equivalents		147,249	(96,435)
Cash and cash equivalents at 1 April		369,592	466,027
Cash and cash equivalents at 31 March		516,841	369,592

All of the cash flows are derived from continuing operations during the above two periods.

PRT Borders Carers Centre SCIO

Notes to the Financial Statements for the Year Ended 31 March 2024

1 Accounting policies

Statement of compliance

The financial statements have been prepared in accordance with 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 October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities and Trustee Investment (Scotland) Act 2005. The financial statements have been prepared under the historic cost convention.

Basis of preparation

PRT Borders Carers Centre SCIO meets the definition of a public benefit entity under FRS 102. The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts are presented in £ GBP and are not rounded.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern. This is based on a review of the reserves currently held and consideration of the budget for the organisation.

Income and endowments

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.

Donations and legacies

Donations and legacies are recognised when all conditions to receive the income are fulfilled.

Grants receivable

Grants are recognised when all conditions attached to the grant are fulfilled.

Deferred income

Income is deferred on the basis of the terms and conditions attached to the income and to recognise in the period in which these conditions are fully met.

Investment income

Interest received is recognised when it is credited to the account.

Investment income and gains are recognised when received. Investments are revalued to market value at the year end date.

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.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

PRT Borders Careers Centre SCIO

Notes to the Financial Statements for the Year Ended 31 March 2024 (continued)

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Grant expenditure

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Grant provisions

Provisions for grants are made when the intention to make a grant has been communicated to the recipient but there is uncertainty about either the timing of the grant or the amount of grant payable.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including examination, strategic management and trustees' meetings and reimbursed expenses.

Government grants

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Depreciation and amortisation

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

Asset class	Depreciation method and rate
Fixtures and fittings	25% on cost
All assets have been written down to nil value.	

Trade debtors

Trade debtors are amounts due from customers for services performed in the ordinary course of business.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

PRT Borders Carers Centre SCIO

Notes to the Financial Statements for the Year Ended 31 March 2024 (continued)

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Fund structure

Unrestricted funds can be used in accordance with the charitable objectives at the discretion on the management committee.

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 a particular purpose.

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

Financial instruments

Classification

Financial assets and financial liabilities are recognised when the charity becomes a party to the contractual provisions of the instrument.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the charity after deducting all of its liabilities.

Recognition and measurement

All financial assets and liabilities are initially measured at transaction price (including transaction costs), except for those financial assets classified as at fair value through profit or loss, which are initially measured at fair value (which is normally the transaction price excluding transaction costs), unless the arrangement constitutes a financing transaction. If an arrangement constitutes a financing transaction, the financial asset or financial liability is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Financial assets and liabilities are only offset in the statement of financial position when, and only when there exists a legally enforceable right to set off the recognised amounts and the charity intends either to settle on a net basis, or to realise the asset and settle the liability simultaneously.

Financial assets are derecognised when and only when a) the contractual rights to the cash flows from the financial asset expire or are settled, b) the charity transfers to another party substantially all of the risks and rewards of ownership of the financial asset, or c) the charity, despite having retained some, but not all, significant risks and rewards of ownership, has transferred control of the asset to another party.

Financial liabilities are derecognised only when the obligation specified in the contract is discharged, cancelled or expires.

PRT Borders Carers Centre SCIO

Notes to the Financial Statements for the Year Ended 31 March 2024 (continued)

2 Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total funds £
Donations and legacies;			
Donations from individuals	5,255	-	5,255
Grants, including capital grants;			
Government grants	506,046	170,315	676,361
Total for 2024	511,301	170,315	681,616
Total for 2023	360,703	179,882	540,585

3 Income from other trading activities

	Unrestricted funds General £	Total funds £
Events income;		
Other events income	35,585	35,585
Total for 2024	35,585	35,585
Total for 2023	36,510	36,510

4 Investment income

	Unrestricted funds General £	Total funds £
Interest receivable and similar income;		
Interest receivable on bank deposits	6,363	6,363
Total for 2024	6,363	6,363
Total for 2023	2,259	2,259

5 Other income

	Unrestricted funds General £	Total funds £
Rental income	5,342	5,342
Total for 2024	5,342	5,342

PRT Borders Carers Centre SCIO

Notes to the Financial Statements for the Year Ended 31 March 2024 (continued)

6 Expenditure on raising funds

a) Costs of trading activities

	Note	Unrestricted funds General £	Total 2024 £
Local fundraising costs		13,004	13,004
		<u>13,004</u>	<u>13,004</u>
	Note	Unrestricted funds General £	Total 2023 £
Local fundraising costs		11,209	11,209
		<u>11,209</u>	<u>11,209</u>

7 Expenditure on charitable activities

	Note	Unrestricted funds General £	Restricted funds £	Total 2024 £	Total 2023 £
Grant funding of activities		-	138,011	138,011	108,073
Staff costs		341,464	68,856	410,320	394,276
Allocated support costs		54,722	7,471	62,193	55,928
Governance costs		10,321	-	10,321	10,161
		<u>406,507</u>	<u>214,338</u>	<u>620,845</u>	<u>568,438</u>

	Activity undertaken directly £	Total expenditure £
Allocated support costs		
Rent	13,000	13,000
Insurance	2,801	2,801
Heat & light	5,936	5,936
Cleaning	1,482	1,482
Repairs	6,056	6,056
Telephone	6,503	6,503
Stationery, postage & printing	3,497	3,497
Travel	3,394	3,394
IT	10,627	10,627
Copier lease	1,927	1,927
Subscriptions	1,903	1,903
Advertising	5,067	5,067
Total for 2024	<u>62,193</u>	<u>62,193</u>
Total for 2023	<u>55,928</u>	<u>55,928</u>

PRT Borders Carers Centre SCIO

Notes to the Financial Statements for the Year Ended 31 March 2024 (continued)

8 Analysis of governance and support costs

Basis of allocation

Reference	Method of allocation
A	Direct attribution

Governance costs

	Unrestricted funds General £	Total funds £
Audit fees		
Audit of the financial statements	6,000	6,000
Other governance costs	2,255	2,255
Allocated support costs	2,066	2,066
Total for 2024	10,321	10,321
Total for 2023	10,161	10,161

9 Grant-making

Analysis of grants

	Grants to individuals 2024 £	2023 £
Analysis		
Carer support	138,011	108,073

The support costs associated with grant-making are £7,471 (31 March 2023 - £Nil).

10 Net incoming/outgoing resources

Net incoming/(outgoing) resources for the year include:

	2024 £	2023 £
Operating leases - plant and machinery	1,927	1,927
Operating leases - other assets	13,000	13,833
Audit fees	6,000	-

11 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

PRT Borders Carers Centre SCIO

Notes to the Financial Statements for the Year Ended 31 March 2024 (continued)

12 Staff costs

The aggregate payroll costs were as follows:

	2024 £	2023 £
Staff costs during the year were:		
Wages and salaries	358,541	323,105
Social security costs	28,160	26,193
Pension costs	22,612	21,068
Compensation payments	-	6,127
Other staff costs	1,007	23,910
	<u>410,320</u>	<u>400,403</u>

The monthly average number of persons (including senior management / leadership team) employed by the charity during the year expressed as full time equivalents was as follows:

	2024 No	2023 No
Salaried staff	<u>13</u>	<u>13</u>

During the year, the charity made redundancy and/or termination payments which totalled £Nil (2023 - £6,127).

No employee received emoluments of more than £60,000 during the year

The total employee benefits of the key management personnel of the charity were £Nil (2023 - £Nil).

The Manager, as the highest paid member of staff, received benefits totalling £Nil (2023 - £Nil).

During the year the charity made the following transactions with key management personnel:

Manager

The Manager received remuneration of £36,050 (2023: £36,973)

13 Independent examiner's remuneration

	2023 £
Examination of the financial statements	<u>1,320</u>

14 Auditors' remuneration

	2024 £
Audit of the financial statements	<u>6,000</u>

PRT Borders Carers Centre SCIO

Notes to the Financial Statements for the Year Ended 31 March 2024 (continued)

15 Taxation

The charity is a registered charity and is therefore exempt from taxation.

16 Debtors

	2024 £	2023 £
Trade debtors	-	873
Prepayments	2,144	2,000
	<u>2,144</u>	<u>2,873</u>

17 Cash and cash equivalents

	2024 £	2023 £
Cash on hand	354	244
Cash at bank	516,487	369,348
	<u>516,841</u>	<u>369,592</u>

18 Creditors: amounts falling due within one year

	2024 £	2023 £
Trade creditors	4,155	2,382
Other taxation and social security	7,981	-
Pension scheme creditor	2,489	2,050
Accruals	6,000	1,200
Deferred income	36,470	-
	<u>57,095</u>	<u>5,632</u>

Deferred income of £36,470 relates to a grant received which is subject to output being delivered from April 2024. This will be released in the period in which these conditions are fully met.

19 Commitments

Capital commitments

A new website has been commissioned and the payments are to be on a staged basis. At the year end, a commitment of £6,000 exists in respect of this arrangement

The total amount contracted for but not provided in the financial statements was £6,000 (2023 - £Nil).

PRT Borders Carers Centre SCIO

Notes to the Financial Statements for the Year Ended 31 March 2024 (continued)

20 Funds

	Balance at 1 April 2023 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2024 £
Unrestricted funds					
General	249,178	558,591	(419,511)	5,644	393,902
Restricted funds	<u>117,655</u>	<u>170,315</u>	<u>(214,338)</u>	<u>(5,644)</u>	<u>67,988</u>
Total funds	<u>366,833</u>	<u>728,906</u>	<u>(633,849)</u>	<u>-</u>	<u>461,890</u>
	Balance at 1 April 2022 £	Incoming resources £	Resources expended £		Balance at 31 March 2023 £
Unrestricted funds					
General	321,280	399,472	(471,574)		249,178
Restricted funds	<u>45,846</u>	<u>179,882</u>	<u>(108,073)</u>		<u>117,655</u>
Total funds	<u>367,126</u>	<u>579,354</u>	<u>(579,647)</u>		<u>366,833</u>

The specific purposes for which the funds are to be applied are as follows:

Main fund - to provide the core services of advice, information and emotional support throughout the Borders.

Restricted funds - to provide grants to individual carers on application. The general restricted fund relates to Carers Support and Time to Live funds.

A review of restricted funds was carried out to identify balances relating to old projects that have been completed in previous years. An amount was identified as current restricted funds with the balance of these funds being transferred to unrestricted funds.

21 Analysis of net assets between funds

	Unrestricted funds General £	Restricted funds £	Total funds at 31 March 2024 £
Current assets	450,997	67,988	518,985
Current liabilities	(57,095)	-	(57,095)
Total net assets	<u>393,902</u>	<u>67,988</u>	<u>461,890</u>
	Unrestricted funds General £	Restricted funds £	Total funds at 31 March 2023 £
Current assets	253,130	119,335	372,465
Current liabilities	(3,952)	(1,680)	(5,632)
Total net assets	<u>249,178</u>	<u>117,655</u>	<u>366,833</u>

PRT Borders Carers Centre SCIO

Notes to the Financial Statements for the Year Ended 31 March 2024 (continued)

22 Analysis of net funds

	At 1 April 2023 £	Financing cash flows £	At 31 March 2024 £
Cash at bank and in hand	369,592	147,249	516,841
Net debt	369,592	147,249	516,841
	At 1 April 2022 £	Financing cash flows £	At 31 March 2023 £
Cash at bank and in hand	466,027	(96,435)	369,592
Net debt	466,027	(96,435)	369,592

23 Prior Year Adjustment

An adjustment has been made to prior year figures in relation to grants deferred which should have been shown as income in the period received and shown as a restricted fund, following normal fund accounting rules.