

Camphill Families and Friends

Trustees' Report and Accounts

31 March 2014

Charity number 1078930

Camphill Families and Friends

Trustees' Report

Charity Name and Number

Camphill Families and Friends

Charity number 1078930

Correspondence Address:

6, Raisdale Road
Penarth
CF64 5BN

Trustees and Executive Committee

Mary Pearson, Chair
Anita Bennett (resigned 13 February 2014)
Etta Benedetti de Carnelli (appointed 3 June 2013, resigned 5 January 2014)
Evan Davies, Secretary
Godfrey Davey
Elaine Dowell
Vivian Griffiths
Merton Parker
Robin Porter
Annie Singleton, Membership Secretary
Jacquie Spencer (co-opted 10 April 2014)
Peter Stephenson (resigned 23 September 2013)
Jeremy Trevethick, Treasurer

Bankers

NatWest Plc
Ringwood Branch
11 High Street
Ringwood
Hants
BH24 1BA

Camphill Families and Friends

Trustees' Report

Objectives and Activities

Camphill Families and Friends' ("the Charity's") objectives are to help and support individuals with special needs who wish to live in Camphill communities in England, Wales and Scotland. It provides a forum through which to share information, experiences and raise awareness of the many current and crucial issues that concern all of us and our families. This is done primarily through our website, a series of newsletters and also through national and regional meetings. From time to time specific projects are undertaken to support individuals living within Camphill communities. The Charity also participates in cross-Camphill activities and in any wider debates that involve residents and their families and friends. It always promotes family involvement in the activities of Camphill communities.

Achievement and Performance

The Charity serves the public benefit by pursuing its charitable objects in the following ways:

- **Membership**

The Charity continues to build up its membership which has now reached over 300. It is the aim to involve Members closely in all its activities so that the object of helping people who live in Camphill communities can be enhanced. Many families have now upgraded to Family Membership in order to allow their children or siblings to have access to the information sent out, and to introduce them to some of the issues which Camphill is facing. We rely on both the communities and existing CFF Members to encourage new families to join us.

- **Reaching and involving Members**

At least two newsletters are sent out to Members each year and we have converted most of our e-mailing to an electronic web-based system which makes communication with our Members easier. We hold several open meetings each year and reports of these meetings are posted on the website. We continue to send information by post to those Members who do not have access to computers.

- **Website development**

We have continued to invest in our website and we are working on making it as user-friendly and informative as possible. It is proving to be an excellent way of keeping Members informed of the latest developments within Camphill and the Charity. We would like to thank those members who have donated funds specifically to help us improve our website. The website can be accessed on www.camphillfamiliesandfriends.com.

- **Open meetings.**

Our policy of arranging open meetings has continued so that important topics relating to social care and Camphill might be of benefit to members. Our meetings aim to keep members informed about any developments which might be of interest to them and to encourage networking and communication among families. Two open meetings were held this year. Jacquie Spencer spoke to us about *Funding, benefits and reassessment* after our AGM in York in July 2013 and Cecilie Bradshaw and her team from The Hatch Community spoke about *Personalisation in the setting of a Camphill Community* in Birmingham in November.

We also organised meetings in the autumn of 2013 at three Camphill Village Trust communities, Delrow, The Grange and The Croft at which Jacquie Spencer spoke about

Camphill Families and Friends

Personal Independence Payments or 'PIPS' which started to replace Disability Living Allowance from April 2013.

- **Work with the Camphill Village Trust ('CVT')**
Following our submission last year to the In Control/Groundswell Review, which was welcomed by the reviewers and published in full, and our subsequent co-hosting with CVT of the three regional family forums, we are seeking dialogue with their trustees and senior management about future strategy and the impact on our relatives' lives and their communities.
- **Association of Camphill Communities ('AoCC')**
The Charity sent two representatives to the AoCC's Annual Assembly at Blair Drummond in March 2014. The AoCC in the UK and Ireland is made up of four regions: England & Wales, Scotland, Northern Ireland and the Republic of Ireland. It is considered vital that the Charity should be recognised as a significant stakeholder in the AoCC and it is therefore pleasing to report that progress has been made in gaining associate membership which provides a context for understanding changes within the Camphill movement and other national developments.
- **Camphill International Movement Group Meetings**
Mary Pearson and Vivian Griffiths were invited to speak at the Summer meeting at Delrow in June 2013, attended by representatives from all over the world. The theme was 'Camphill as a Service Provider'.

We were also invited to attend the winter meeting of the smaller Core Group in January 2014 at Larchfield which is a community that has been through a major transition. One of the key themes was how to retain Camphill values when there are no longer Camphill experienced people there..

- **Camphill Families and Friends Scotland ('CFF Scotland')**
In May 2013 the Scottish branch was launched with speakers from Camphill Scotland, the Research Group, the Charity and Corbenic Community. The link with Camphill Scotland was immediately fruitful with members of CFF Scotland joining Camphill Scotland in a consultation with the Scottish Government on Self Directed Support and Directed payments. A further consultation on the national care standards in Scotland will again involve the Charity. A meeting was held in September on the subject of Guardianship and in December, The Charity and Camphill Scotland co-hosted a meeting with Alan Baird, new chief social work advisor for the Scottish Government.

Structure, Governance and Management

The Charity was established by a constitution adopted on 16th October 1999 (amended 19th May 2007 and 23rd June 2012) which provides that it shall be administered and managed by the members of the executive committee.

The executive committee comprises between 5 and 15 members, who are elected at the annual general meeting. The executive committee has powers to co-opt up to 5 additional members. The executive committee meets around 3 to 4 times per annum.

Camphill Families and Friends

Financial Review

The Charity's activities are funded by membership subscriptions and donations, including gift aid, and by contributions to individual events.

It is the Trustees' policy to have funds available to meet unforeseen expenditure and to provide working capital. It is the aim to hold a minimum of £3,000 in reserves and a maximum of £10,000 at the year end.

In the year ended 31 March 2014 the Charity had an excess of expenditure over income of £142 and reserves totalled £8,235 at year end.

Statement of Trustees' Responsibilities

Charity law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of its financial activities for that period. In preparing those financial statements, the trustees are required to:

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

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention of fraud and other irregularities.

By order of the Trustees

Mary Pearson
Chair

Camphill Families and Friends

Statement of Financial Activities for the year ended 31 March 2014

Notes

	2014	2013
	£	£
Income and Expenditure		
Income		
Membership subscriptions & donations	6,357	5,728
Gift aid	880	771
Bank interest	33	85
	<hr/>	<hr/>
Total income	7,270	6,584
	<hr/>	<hr/>
Expenditure		
Administrative expenses	3 7,412	8,831
Loss on asset disposals	-	2
	<hr/>	<hr/>
Total expenditure	7,412	8,833
	<hr/>	<hr/>
Net expenditure for the year	(142)	(2,249)
General fund balance brought forward	8,377	10,626
	<hr/>	<hr/>
General fund balance carried forward	8,235	8,377
	<hr/>	<hr/>

Camphill Families and Friends

Balance Sheet at 31 March 2014

	<i>Note</i>	£	2014 £	£	2013 £
Current assets					
Prepayments and accrued income		156		33	
Cash at bank		8,759		9,049	
		<hr/>		<hr/>	
		8,915		9,082	
Current liabilities	4	(680)		(705)	
		<hr/>		<hr/>	
Net current assets			8,235		8,377
			<hr/>		<hr/>
Net assets			8,235		8,377
			<hr/>		<hr/>
Represented by					
General fund			8,235		8,377
			<hr/>		<hr/>
			8,235		8,377
			<hr/>		<hr/>

Approved by the Trustees on 23 May 2014 and signed on their behalf by

Mary Pearson
Chair

Camphill Families and Friends

Notes to the accounts for the year ended 31 March 2014

1. Accounting policies

Accounting convention

The accounts are prepared under the historic cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008). The accounts are prepared in accordance with the Charities SORP (Accounting and Reporting by Charities) and comply with the Charities (Accounts and Reports) Regulations 2008

Income

Interest is accounted for on an accruals basis.

2. Taxation

The Trust is a registered charity and accordingly is exempt from taxation on its income and gains where they are applied for charitable purposes.

3. Administrative expenses

	2014	2013
	£	£
Travel expenses -Trustees	2,744	2,942
-Other	-	375
Conferences & meetings	2,383	2,564
Insurance	743	743
Stationery, postage and other office expenses	632	892
Website development	910	1,315
	<hr/>	<hr/>
	7,412	8,831
	<hr/>	<hr/>

Expenses were paid to 11 trustees (2013:12)

4. Current liabilities

	2014	2013
	£	£
Accruals and deferred income	680	705
	<hr/>	<hr/>
	680	705
	<hr/>	<hr/>

Camphill Families and Friends

Independent examiner's report to the trustees of Camphill Families and Friends

I report on the accounts of the Trust for the year ended 31 March 2014, which are set out on pages 6 to 8.

Respective responsibilities of trustees and examiner

As the charity's trustees, you are responsible for the preparation of the accounts; you consider that the audit requirement of section 144(2) of the Charities Act 2011 (the 2011 Act) does not apply and that an independent examination is needed.

It is my responsibility to

- examine the accounts (under section 145 of the 2011 Act)
- follow the procedures specified in the General Directions given by the Charity Commissioners under section 145 (5)(b) of the 2011 Act, and
- state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 as to whether the accounts present a true and fair view and the report is limited to those matters set out in the statement below

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 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act

have not been met

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

John Price

Fellow of the Institute of Chartered Accountants in England and Wales

18, Archer Road

Penarth

South Glamorgan

CF64 3HW

23 May 2014