

**REGISTERED COMPANY NUMBER: 01782730 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 288923**

**REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31ST MARCH 2021  
FOR  
THE BRIGITTE TRUST**

Ellis Atkins  
Chartered Accountants  
The Atrium Business Centre  
Curtis Road  
Dorking  
Surrey  
RH4 1XA

**THE BRIGITTE TRUST**

**CONTENTS OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31ST MARCH 2021**

	<b>Page</b>
<b>Report of the Trustees</b>	1 to 6
<b>Independent Examiner's Report</b>	7
<b>Statement of Financial Activities</b>	8
<b>Balance Sheet</b>	9 to 10
<b>Notes to the Financial Statements</b>	11 to 18
<b>Detailed Statement of Financial Activities</b>	19 to 20

**THE BRIGITTE TRUST**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31ST MARCH 2021**

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 31st March 2021. 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**

The Brigitte Trust is named after its founder Brigitte Watkin. The charity is proud to uphold Brigitte's original purpose, and its objectives are to:

- Help people live well beyond diagnosis
- Offer support to the client's carer and family as appropriate
- Offer bereavement support; and
- Operate in a professional manner ensuring the highest standards in all areas of activity.

The service is entirely free to the clients and is provided through our team of highly trained and committed volunteers supported by salaried professional staff. It may be accessed:

- From diagnosis
- Through and/or after a course of treatment or surgery
- Where the health or well-being of the client or carer is poor or support is needed to sustain the caring role
- Towards the end of life
- For bereavement support

A professional management team recruits and trains the volunteers, manages the referrals process matching clients with the right volunteer to meet their needs, supports volunteers and administers the work of the Trust, ensuring funding is secured.

A volunteer board of Trustees provides the necessary governance.

**Volunteers**

The Brigitte Trust upholds the highest standards of practice and care in all areas of its activity. All of our volunteers are interviewed both before the commencement of their training and after its completion, and all are DBS checked. A robust programme of support is in place.

The Brigitte Trust are hugely grateful for the commitment and hard work of all the volunteers on whom the Trust relies. It is through their dedication, commitment and professionalism in supporting clients and their families at difficult times that the Brigitte Trust's values and ethos are best demonstrated.

Each year we plan recruitment to maintain and increase our volunteer workforce. The Brigitte Trust is committed to equal opportunities and reflecting diversity in recruitment, service delivery and all other aspects of our work.

The volunteers support people for a period of up to three hours every week. The support provided is wide-ranging and can include sitting quietly with a client, support with shopping, transport to medical appointments etc. However, our service goes far beyond befriending, with trained volunteers providing hugely important emotional, as well as practical support.

The Trust has expanded its volunteer workforce to 154 trained volunteers. On average there are approximately 140 active volunteers at any time, supporting one to two people each.

**THE BRIGITTE TRUST**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31ST MARCH 2021**

**OBJECTIVES AND ACTIVITIES**

**Public benefit**

In accordance with Section 4 of the Charities Act 2011, the Trustees have had due regard to the guidance published by the Charity Commission on public benefit when reviewing the charity's activities and planning future activities. We consider that our service plays an important role in:

- Supporting people to feel less socially isolated. Many of the people we support live alone and their Brigitte Trust volunteer might be the only or one of the very few people with whom they have regular contact
- Reducing hospital admission/readmission. We pride ourselves that our service can help people who wish to die at home fulfil that wish wherever possible
- Supporting the client/carer relationship by enabling the carer to take a break

**ACHIEVEMENT AND PERFORMANCE**

**Charitable activities**

2020/21 has been an exceptional and unprecedented year with a significant increase in the number of volunteers and people supported. In addition, we have rebranded with a new logo and strapline 'Helping people live well beyond diagnosis' and have a vibrant new website with a range of new features and functions.

Highlights include:

- Increased our volunteer workforce to 154 (54% increase)
- Increased the number of people we support to 496 (155% increase)
- Trained 77 new volunteers by Zoom

With Covid-19 we regrettably had to make the difficult decision to suspend our home visiting service, Neurological Support Group and support for the dying in hospital. However, we responded positively and quickly to this by providing an emotional and bereavement support service by phone and moved the Neurological Support Group online. We expanded our criteria to support any adult in Surrey who is lonely, isolated, vulnerable, in low mood, bereaved or a carer. We were recognised by Surrey County Council as a trusted partner and they have referred or signposted vulnerable people to us who could benefit from our support. As a result we were able to apply for a number of Covid specific grants and have had considerable success.

We said a fond farewell to Vanessa Smith who retired as Promotions Manager after 30 years of being with the Trust and we recruited Tanya Stafford as our new Engagement, Fundraising and Promotions Lead. Ingrid Walker has moved from Charity Administrator to Business & Digital Co-ordinator.

**Our Clients**

During 2020/21 in response to the pandemic we widened our criteria to provide telephone support to any adult in Surrey who was lonely, isolated, in low mood, bereaved, a carer or anyone in need of support. As a result our client profile changed. 78.3% of clients were Covid-19 support related, but we continued to support those with a diagnosis of cancer (13.5%) neurological conditions (5.6%) and other end stage illnesses such as respiratory disease, heart and renal failure (2.6%).

We supported a wide age demographic with a range of between 18-100+, however the majority were aged over 60.

**Referrals**

Over the years The Brigitte Trust has built strong partnerships with local providers, including hospices, hospitals, social care and other community based services many of whom make regular referrals into our service. We are committed to building upon these partnerships and working closely with other organisations who work with the people we support.

During the year we have strengthened our relationships and reputation with new and existing partners. We represented the Voluntary Sector on the Welfare Cell a sub-group of the Surrey Local Resilience Forum and as a result raised our profile with District & Borough Councils, Wellbeing Teams, Surrey Police, Adult Social Care etc. We also were a key partner in the development of the Surrey Palliative & End of Life Care Strategy 2021-2026.

**THE BRIGITTE TRUST**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31ST MARCH 2021**

**ACHIEVEMENT AND PERFORMANCE**

**Future plans**

The Trustees and the staff team are currently reviewing our strategic direction. We have a number of exciting service developments to take forward in 2021/22. These include establishing a robust and structured bereavement support programme, a neurological support group in West Surrey, a Coffin Club and developing an educational programme around death and dying for the general public. Our reserves enable us to invest in these initiatives.

In the year ahead we also have plans to move offices as our lease ends in December 2022 and we have expressed interest in a local community hub which is being developed.

**Funding**

Surrey Heartlands Clinical Commissioning Group (CCG) continued to provide the Trust with core funding and we wish to acknowledge this and thank them for their continued support for our work. This funding allows us to provide support across all of Surrey:

- East Surrey
- Guildford & Waverley
- North West Surrey
- Surrey Downs
- Surrey Heath
- Farnham

Beyond the core funding received from the CCG, the Trust has successfully sought funding from corporate partners and legacies, fundraising initiatives and events, gifting and stakeholder donations as well as a range of grant giving foundations.

We are grateful for our donors for their support this year, including:

- Tesco Bags of Help Centenary Grant Scheme
- Co-op Local Causes
- Coronavirus Community Support Fund
- Community Foundation for Surrey

**FINANCIAL REVIEW**

**The Financial Results for the Year**

The Trust made a surplus of £106,697 (2020: surplus of £104,365). This is an exceptional turnaround given the previous few years' results. This is predominantly due to the success of our Consultant Fundraiser who has made a significant number of high quality applications which have resulted in grant awards, particularly for our Covid-19 support. In addition we also we received another substantial legacy and our fundraising efforts and donations remained strong despite the restrictions.

**Reserves policy**

Having taken account of:

- a closure contingency
- a need to provide liquidity in the day to day management of the Trust; and
- funding for future growth prospects

the Trustees continue to agree that unrestricted reserves should not fall below a minimum of six months' running costs.

Our running costs for current activities are projected to be £180,000 in the next financial year implying a minimum reserve figure of £90,000.

The surplus of unrestricted funds over the minimum will be used to support the new initiatives planned for by the Trust as outlined in the Future Plans section of this report as well as other as yet unidentified future initiatives.

**THE BRIGITTE TRUST**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31ST MARCH 2021**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

The Trust is a company limited by guarantee, as defined by the Companies Act 2006. It does not have any share capital and is registered as a charity with the Charity Commission. Its governing document is its Memorandum and Articles of Association dated 11th January 1984 as amended on 9th February 1984 and 14th December 1994.

There are no particular restrictions imposed by the Memorandum and Articles of Association concerning the way in which the Trust can operate. The Trustees have the power to invest the monies of the Trust in such investments as may be thought fit.

The members are liable for the Trust's debts and liabilities whilst being a member and up to one year after ceasing to be a member for those transactions entered into before that date, to a maximum of £10 each.

The Memorandum and Articles of Association of the Trust provide that in the event of a winding up, any surplus on the reserves should be distributed to associations with similar objects and not to members.

**Patrons and Trustees**

**President**

Michael More-Molyneux, Lord-Lieutenant of Surrey

**Patrons**

Sir Adrian White CBE DL

Corinna, Lady Hamilton of Dalzell

Rt Hon Sir Paul Beresford MP

Mr Nicholas Owen

**Directors and Trustees**

Jan Way MBE	Chair	Chair from 19th August 2020
David Farmery	Treasurer	
Peter Lagerberg	Company Secretary	
Peter Crossley		Chair until resignation 12th June 2020
Anne Sutton		
Mary Guypinkney		Appointed 23rd July 2020
Ian Norman		Appointed 1st October 2020
Emma Thorp		Appointed 28th May 2019, resigned 16th April 2020

**THE BRIGITTE TRUST**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31ST MARCH 2021**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governance and internal control**

The Trustees are responsible for:

- Determining the future policy of The Brigitte Trust
- Monitoring and evaluating current activity and performance
- Keeping appropriate accounting records (in accordance with the requirement of the Companies Act 2006)
- The financial stewardship of The Brigitte Trust and the investment of assets as appropriate; and
- Recruiting new Trustees to office

Trustees are appointed at the Annual General Meeting of the charity or by existing Trustees to hold office until the next Annual General Meeting. The number of Trustees shall not be less than three and is not subject to any maximum. Trustees serve for a three-year term and for a maximum of four terms. Trustees' indemnity insurance was in place during the period.

The Board of Trustees meets regularly and at least six times a year.

The Brigitte Trust is led by Lucy Beach, Charity Manager. Lucy is supported by:

- Ingrid Walker - Charity Administrator
- Pam Chiverton - Bookkeeper
- Vanessa Smith - Promotions Manager (retired April 2021)
- Sarah Pattenden - Service Co-ordinator
- Mandy East - Volunteer Manager & Trainer
- Katie Heyward - Consultant Fundraiser

Sincere thanks are extended to the staff team who ensure the smooth and efficient running of our service with the highest standards of professionalism.

They were further supported by Chris Axton (IT), Liz Dolman (Gift Aid) and Louise Brewer (Administration). We would like to pass on our wholehearted thanks to each of our back-office volunteers.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Company number**

01782730 (England and Wales)

**Registered Charity number**

288923

**Registered office**

156 High Street  
Dorking  
Surrey  
RH4 1BQ

**Trustees**

David Farmery  
Jan Way  
Peter Lagerberg  
Peter Crossley (resigned 12.6.20)  
Anne Sutton  
Emma Thorp (resigned 16.4.20)  
Mary Guypinkney (appointed 23.7.20)  
Ian Norman (appointed 1.10.20)

**THE BRIGITTE TRUST**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31ST MARCH 2021**

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Independent Examiner**

Philip Longstaff FCA  
Institute of Chartered Accountants in England & Wales  
Ellis Atkins  
Chartered Accountants  
The Atrium Business Centre  
Curtis Road  
Dorking  
Surrey  
RH4 1XA

**Solicitors**

Downs Solicitors  
156 High Street  
Dorking  
Surrey  
RH4 1BQ

**Bankers**

National Westminster Bank Plc  
14 High Street  
Dorking, Surrey  
RH4 1AX

COIF Charities Deposit Fund  
80 Cheapside  
London  
EC2V 6DZ

Approved by order of the board of trustees on 1st October 2021 and signed on its behalf by:

Jan Way - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
THE BRIGITTE TRUST**

**Independent examiner's report to the trustees of The Brigitte Trust ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31st March 2021.

**Responsibilities and basis of report**

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

**Independent examiner's statement**

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of Institute of Chartered Accountants in England & Wales which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Philip Longstaff FCA  
Institute of Chartered Accountants in England & Wales  
Ellis Atkins  
Chartered Accountants  
The Atrium Business Centre  
Curtis Road  
Dorking  
Surrey  
RH4 1XA

Date: 11th October 2021

**THE BRIGITTE TRUST**

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31ST MARCH 2021**

	Notes	Unrestricted fund £	Restricted funds £	<b>31/3/21 Total funds £</b>	31/3/20 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	2	79,597	128,850	208,447	196,584
<b>Charitable activities</b>					
Support and practical help to individuals and their families with life threatening illness	4	51,688	-	51,688	51,800
Investment income	3	86	-	86	664
<b>Total</b>		<b>131,371</b>	<b>128,850</b>	<b>260,221</b>	249,048
<b>EXPENDITURE ON</b>					
Raising funds	5	22,577	-	22,577	19,630
<b>Charitable activities</b>					
Support and practical help to individuals and their families with life threatening illness	6	21,697	109,250	130,947	125,053
<b>Total</b>		<b>44,274</b>	<b>109,250</b>	<b>153,524</b>	144,683
<b>NET INCOME</b>		<b>87,097</b>	<b>19,600</b>	<b>106,697</b>	104,365
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		<b>228,249</b>	-	<b>228,249</b>	123,884
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>315,346</b>	<b>19,600</b>	<b>334,946</b>	228,249

The notes form part of these financial statements

**THE BRIGITTE TRUST**

**BALANCE SHEET  
31ST MARCH 2021**

	Notes	Unrestricted fund £	Restricted funds £	<b>31/3/21 Total funds £</b>	31/3/20 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	12	<b>187</b>	-	<b>187</b>	249
<b>CURRENT ASSETS</b>					
Debtors	13	<b>5,461</b>	-	<b>5,461</b>	10,441
Cash at bank and in hand		<b>339,353</b>	<b>19,600</b>	<b>358,953</b>	226,483
		<b>344,814</b>	<b>19,600</b>	<b>364,414</b>	236,924
<b>CREDITORS</b>					
Amounts falling due within one year	14	<b>(29,655)</b>	-	<b>(29,655)</b>	(8,924)
<b>NET CURRENT ASSETS</b>		<b>315,159</b>	<b>19,600</b>	<b>334,759</b>	228,000
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<b>315,346</b>	<b>19,600</b>	<b>334,946</b>	228,249
<b>NET ASSETS</b>		<b>315,346</b>	<b>19,600</b>	<b>334,946</b>	228,249
<b>FUNDS</b>	15				
Unrestricted funds				<b>315,346</b>	228,249
Restricted funds				<b>19,600</b>	-
<b>TOTAL FUNDS</b>				<b>334,946</b>	228,249

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31st March 2021 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 BRIGITTE TRUST**

**BALANCE SHEET - continued**  
**31ST MARCH 2021**

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 1st October 2021 and were signed on its behalf by:

Jan Way - Trustee

David Farmery - Trustee

## THE BRIGITTE TRUST

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2021

#### 1. ACCOUNTING POLICIES

##### **Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

##### **Income and grants**

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. Investment income is recorded when receivable.

Gift Aid reclaimable on donations to the Trust is included with the amount received.

Grants are recognised when the entitlement to the grant is confirmed. Revenue based grants are recognised in the period in which the related costs are incurred.

##### **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.

##### **Governance costs**

Governance costs are those incurred in relation to the administration of the Trust and compliance with constitutional and statutory requirements.

##### **Tangible fixed assets**

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

Office equipment	- 25% on reducing balance
Fixtures and fittings	- 25% on reducing balance
Computer equipment	- 25% on cost

##### **Taxation**

As the Trust's aims are charitable, no corporation tax liability arises for the year.

##### **Fund accounting**

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

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Expenditure which meets those criteria is allocated to that fund. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

##### **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.

##### **Volunteers' help**

The value of any voluntary help is not included in the accounts but the role of volunteers is described in the trustees' Annual Report.

**THE BRIGITTE TRUST**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31ST MARCH 2021**

**2. DONATIONS AND LEGACIES**

	<b>31/3/21</b>	<b>31/3/20</b>
	<b>£</b>	<b>£</b>
Donations and gifts	<b>19,625</b>	56,265
Gift aid	<b>2,088</b>	5,830
Legacies	<b>22,176</b>	36,300
Grants	<b>163,113</b>	96,724
Membership	<b>1,445</b>	1,465
	<u><b>208,447</b></u>	<u>196,584</u>

The total amount of grants received during the year from Government bodies towards the charity's core and restricted activities was £53,250.

**3. INVESTMENT INCOME**

	<b>31/3/21</b>	<b>31/3/20</b>
	<b>£</b>	<b>£</b>
Deposit account interest	<b>2</b>	244
Interest - COIF	<b>84</b>	420
	<u><b>86</b></u>	<u>664</u>

**4. INCOME FROM CHARITABLE ACTIVITIES**

	<b>31/3/21</b>	<b>31/3/20</b>
	<b>£</b>	<b>£</b>
Activity		
Funding from Surrey Downs CCG	<b>51,688</b>	51,800
Support and practical help to individuals and their families with life threatening illness		
	<u><b>51,688</b></u>	<u>51,800</u>

**5. RAISING FUNDS**

**Raising donations and legacies**

	<b>31/3/21</b>	<b>31/3/20</b>
	<b>£</b>	<b>£</b>
Staff costs	<b>11,582</b>	5,346
Fundraising costs	<b>10,995</b>	14,284
	<u><b>22,577</b></u>	<u>19,630</u>

**THE BRIGITTE TRUST**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31ST MARCH 2021**

**6. CHARITABLE ACTIVITIES COSTS**

	Direct Costs £	Support costs (see note 7) £	Totals £
Support and practical help to individuals and their families with life threatening illness	<u>44,942</u>	<u>86,005</u>	<u>130,947</u>

**7. SUPPORT COSTS**

	Management £	Governance costs £	Totals £
Support and practical help to individuals and their families with life threatening illness	<u>85,112</u>	<u>893</u>	<u>86,005</u>

**8. NET INCOME/(EXPENDITURE)**

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

	31/3/21 £	31/3/20 £
Depreciation - owned assets	62	82
Independent Examiner's Fee	650	650
Independent Examiner - Other services	<u>1,750</u>	<u>1,930</u>

**9. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31st March 2021 nor for the year ended 31st March 2020.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31st March 2021 nor for the year ended 31st March 2020.

**10. STAFF COSTS**

	31/3/21 £	31/3/20 £
Wages and salaries	94,129	73,892
Social security costs	2,933	1,350
Other pension costs	<u>1,732</u>	<u>1,177</u>
	<u>98,794</u>	<u>76,419</u>

The trustees consider the aggregate employment benefits of the Key Management Personnel for 2021 to be £27,324 (2020: £18,789).

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

	31/3/21	31/3/20
Average number of employees	<u>5</u>	<u>5</u>

**THE BRIGITTE TRUST**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31ST MARCH 2021**

**10. STAFF COSTS - continued**

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

**11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted fund £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	165,310	31,274	196,584
<b>Charitable activities</b>			
Support and practical help to individuals and their families with life threatening illness	51,800	-	51,800
Investment income	664	-	664
<b>Total</b>	217,774	31,274	249,048
 <b>EXPENDITURE ON</b>			
Raising funds	19,630	-	19,630
<b>Charitable activities</b>			
Support and practical help to individuals and their families with life threatening illness	78,864	46,189	125,053
<b>Total</b>	98,494	46,189	144,683
<b>NET INCOME/(EXPENDITURE)</b>	119,280	(14,915)	104,365
 <b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>	108,969	14,915	123,884
<b>TOTAL FUNDS CARRIED FORWARD</b>	228,249	-	228,249

THE BRIGITTE TRUST

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31ST MARCH 2021

12. TANGIBLE FIXED ASSETS

	Office equipment £	Fixtures and fittings £	Computer equipment £	Totals £
<b>COST</b>				
At 1st April 2020 and 31st March 2021	<u>5,089</u>	<u>5,831</u>	<u>11,693</u>	<u>22,613</u>
<b>DEPRECIATION</b>				
At 1st April 2020	4,963	5,708	11,693	22,364
Charge for year	<u>31</u>	<u>31</u>	-	<u>62</u>
At 31st March 2021	<u>4,994</u>	<u>5,739</u>	<u>11,693</u>	<u>22,426</u>
<b>NET BOOK VALUE</b>				
At 31st March 2021	<u>95</u>	<u>92</u>	-	<u>187</u>
At 31st March 2020	<u>126</u>	<u>123</u>	-	<u>249</u>

13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31/3/21 £	31/3/20 £
Gift aid receivable	920	3,637
Prepayments and accrued income	<u>4,541</u>	<u>6,804</u>
	<u>5,461</u>	<u>10,441</u>

14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31/3/21 £	31/3/20 £
Social security and other taxes	1,922	1,163
Accrued expenses	<u>27,733</u>	<u>7,761</u>
	<u>29,655</u>	<u>8,924</u>

15. MOVEMENT IN FUNDS

	At 1/4/20 £	Net movement in funds £	At 31/3/21 £
<b>Unrestricted funds</b>			
General fund	228,249	87,097	315,346
<b>Restricted funds</b>			
Other restricted funds	-	7,100	7,100
Covid telephone befriending	-	<u>12,500</u>	<u>12,500</u>
	-	<u>19,600</u>	<u>19,600</u>
<b>TOTAL FUNDS</b>	<u>228,249</u>	<u>106,697</u>	<u>334,946</u>

THE BRIGITTE TRUST

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31ST MARCH 2021

15. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	131,371	(44,274)	87,097
<b>Restricted funds</b>			
Other restricted funds	19,100	(12,000)	7,100
Covid telephone befriending	109,750	(97,250)	12,500
	<u>128,850</u>	<u>(109,250)</u>	<u>19,600</u>
<b>TOTAL FUNDS</b>	<u>260,221</u>	<u>(153,524)</u>	<u>106,697</u>

Comparatives for movement in funds

	At 1/4/19 £	Net movement in funds £	At 31/3/20 £
<b>Unrestricted funds</b>			
General fund	108,969	119,280	228,249
<b>Restricted funds</b>			
Walton Charity	1,322	(1,322)	-
Pink Ribbon	465	(465)	-
Santander	2,667	(2,667)	-
Tesco	1,637	(1,637)	-
Elmbridge Partnership	1,500	(1,500)	-
Guildford Poyle	2,799	(2,799)	-
Mole Valley DC	4,525	(4,525)	-
	<u>14,915</u>	<u>(14,915)</u>	<u>-</u>
<b>TOTAL FUNDS</b>	<u>123,884</u>	<u>104,365</u>	<u>228,249</u>

**THE BRIGITTE TRUST**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31ST MARCH 2021**

**15. MOVEMENT IN FUNDS - continued**

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	217,774	(98,494)	119,280
<b>Restricted funds</b>			
Other restricted funds	4,905	(4,905)	-
James Tudor Foundation	5,000	(5,000)	-
Walton Charity	3,000	(4,322)	(1,322)
Shanly Foundation	2,000	(2,000)	-
Pink Ribbon	-	(465)	(465)
Santander	-	(2,667)	(2,667)
Tesco	-	(1,637)	(1,637)
Elmbridge Partnership	-	(1,500)	(1,500)
Guildford Poyle	-	(2,799)	(2,799)
Mole Valley DC	-	(4,525)	(4,525)
Leathersellers	2,000	(2,000)	-
Carers of Epsom	1,500	(1,500)	-
National Lottery - Community	6,369	(6,369)	-
Surrey County Council	1,500	(1,500)	-
Woking Borough Council	3,000	(3,000)	-
Stonegate Foundation	2,000	(2,000)	-
	<u>31,274</u>	<u>(46,189)</u>	<u>(14,915)</u>
<b>TOTAL FUNDS</b>	<u><u>249,048</u></u>	<u><u>(144,683)</u></u>	<u><u>104,365</u></u>

The restricted funds arise from donations and grants made for specific purposes eg training of volunteers, volunteers' expenses, recruitment and publicity, along with donations that are restricted in respect of the types of illness they will cover, and geographical areas. A new fund, Covid Telephone Befriending, was set up in the year to separate all the donations and grants received specifically to assist with Brigitte's work helping those isolated by the pandemic.

**16. OTHER FINANCIAL COMMITMENTS**

The total of future minimum lease payments under non-cancellable operating leases in respect of land and buildings are as follows:

At 31 March 2021

(i) Not later than one year	<b>£ 12,480</b>
(ii) Later than one year and not later than five years	<b>9,360</b>
(iii) Later than five years	-
	<u><u>          </u></u>

**THE BRIGITTE TRUST**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31ST MARCH 2021**

**17. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31st March 2021.

THE BRIGITTE TRUST

DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31ST MARCH 2021

	31/3/21 £	31/3/20 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Donations and gifts	19,625	56,265
Gift aid	2,088	5,830
Legacies	22,176	36,300
Grants	163,113	96,724
Membership	1,445	1,465
	<hr/>	<hr/>
	208,447	196,584
<b>Investment income</b>		
Deposit account interest	2	244
Interest - COIF	84	420
	<hr/>	<hr/>
	86	664
<b>Charitable activities</b>		
Funding from Surrey Downs CCG	51,688	51,800
	<hr/>	<hr/>
<b>Total incoming resources</b>	<b>260,221</b>	<b>249,048</b>
<b>EXPENDITURE</b>		
<b>Raising donations and legacies</b>		
Promotions salary and expenses	11,416	5,304
Social security	166	42
Fundraising costs	10,995	14,284
	<hr/>	<hr/>
	22,577	19,630
<b>Charitable activities</b>		
Wages	40,568	37,253
Social security	1,263	661
Pensions	842	590
Expenses of volunteers	463	11,752
Training and supervision	1,199	1,253
Staff expenses	607	3,725
	<hr/>	<hr/>
	44,942	55,234
<b>Support costs</b>		
<b>Management</b>		
Wages	42,145	31,335
Social security	1,504	647
Pensions	890	587
Insurance	2,115	2,033
Telephone	1,976	1,933
Carried forward	48,630	36,535

This page does not form part of the statutory financial statements

**THE BRIGITTE TRUST**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31ST MARCH 2021**

	31/3/21	31/3/20
	£	£
<b>Management</b>		
Brought forward	<b>48,630</b>	36,535
Office consumables	<b>763</b>	2,496
Publicity	<b>11,639</b>	4,806
Sundries	<b>1,330</b>	2,444
Rent and rates	<b>13,341</b>	13,333
IT costs and maintenance	<b>614</b>	2,883
CRB check fees	<b>987</b>	319
Bookkeeping	<b>2,500</b>	2,016
Professional fees	<b>1,566</b>	419
Recruitment costs	<b>5,160</b>	4,960
Cleaning and maintenance	<b>1,685</b>	2,265
Light and heat	<b>1,543</b>	1,448
Rent contribution from sub letting	<b>(6,480)</b>	(7,180)
Independent Examiner's fee - other services	<b>1,750</b>	1,930
Depreciation of office equipment	<b>31</b>	41
Fixtures and fittings	<b>31</b>	41
Bank charges	<b>22</b>	170
	<b>85,112</b>	68,926
 <b>Governance costs</b>		
Insurance	<b>243</b>	243
Independent Examiner's fee	<b>650</b>	650
	<b>893</b>	893
 Total resources expended	<b>153,524</b>	144,683
 <b>Net income</b>	<b>106,697</b>	104,365