



Hurstpierpoint & Sayers Common Parish Council
 Email: office@hurstpierpoint-pc.gov.uk
 Website: www.hurstpierpoint-pc.gov.uk
 Telephone: 01273 833264

Village Centre
 Trinity Road
 Hurstpierpoint
 West Sussex BN6 9UY

COMMUNITY EVENTS GRANT APPLICATION FORM (please ensure you are using the correct form)

Please note that this application should be accompanied by a copy of the financial details of the requesting organisation. Where relevant we will need to see account details showing income, expenditure, and the level of balances. If annual accounts are not available, copies of the bank statements or receipts for expenditure should be enclosed.

1.	Name of Organisation	Befriended
2.	Name, Address and Status of Contact within the organisation	Gail Millar [Redacted] [Redacted] [Redacted]
3.	Telephone number and Email Address	07900 215600. gail@befriended.org
4.	Is the organisation a Registered Charity? If yes, then please provide charity number	Charity Number 1175623
5.	Amount of Grant Requested	£1000
6.	For what event is the grant requested? Which aspects of the event will the grant be covering? (For example: "first aid cover for the 7 hours of the event") Please be as detailed as possible about how exactly the funds you are requesting would be spent.	Befriended monthly tea party – held at Court Bushes on the Third Sunday of every month. £387 venue Hire £300 entertainment some months £313 contribution towards cost of tea parties – food, marketing, birthday basket, gifts, Christmas specials
7.	What will be the total cost of the event?	£4200 Each tea party costs approx £350 to provide each month including cost of food, entertainment, equipment, staffing, marketing, birthday gifts, Christmas gifts
8.	If the total cost of the event is more than the grant, how will the residue be financed?	We invite attendees to give donations if they wish On average we receive £120 in donations each month - £1440 per year £1440 grant given from Holy trinity Church. Shortfall met by Befriended funds

9.	What are the plans for any surplus funds generated by the event (i.e. would these be put forward to a future event)	Any surplus funds generated by the event go towards other events Befriended puts on for Hurstpierpoint residents ie Befriended board games once a fortnight, Holiday at home in the Summer and Community Christmas Lunch on Christmas day
10.	Have you applied for a grant for the same event to another organisation? If so, which organisation and how much?	No we haven't.
11.	Who will benefit from the event?	Older Residents of Hurstpierpoint, Sayers Common, Albourne, Hassocks and Burgess Hill Young people who are not in training, education or employment and families of Hurstpierpoint who come as volunteers
12.	Approximately how many/what percentage of those who will benefit are parishioners?	We now have on average between 60-80 local people attending our tea parties at Court Bushes each month 80%- 90% of the total attendees would be local parishioners.
13.	Have financial details been enclosed with the grant application?	yes
14.	Please list any other supporting documents that have been included.	Befriended accounts Sept 23/24 We have various posts and pictures on Befriended facebook page befriended.org re Hurstpierpoint Tea parties Most recent – Tea party October 25 68 attendees Befriended Afternoon Tea Parties - "A place of pure joy!" On a wet and miserable afternoon there is no better place than to be at a Befriended afternoon tea party. "Wow what a brilliant afternoon, we were so surprised!, everything was so professional, the tea was quite amazing, not at all what we expected and we are definately coming next month". A new couple who came for the first time "I heard about the tea parties through the bereavement course I attend, I have found somewhere where I can be happy and feel joy again without feeling guilty" says P "A superb afternoon, thankyou to all at Befriended for all they do in spoiling us" says B "I can't remember the last time I did any kind of exercise, but Steph made it so easy and enjoyable, even in a wheelchair" Our tea parties are on the first and third Sundays of the month and they are where Joy is the main ingredient. This month Steph - who leads our balance classes on a Wednesday afternoon did some gentle stretches and exercises with us.

You may use a separate sheet of paper to submit any other information which you feel will support this application.

Signed..... *Cammie*

.....Date.....22.10.2025.....

Please return this completed form, together with all relevant accompanying information to:

Office@hurstpierpoint-pc.gov.uk or via post:

Clerk to the Council

Hurstpierpoint & Sayers Common Parish Council

Trinity Road, Hurstpierpoint

West Sussex, BN6 9UY

DATA PROTECTION

We take the protection of your personal data seriously. If you contact or communicate with us we may hold your contact and other details. We will only use this information for the purposes of carrying out our Council business with you. We will not pass your details to any other person or organisation without your express permission. We are registered with the ICO (Information Commissioners Office). For details of our full privacy notices please go to our website.

Annual Report and Financial Statements
for the Year Ended 30 September 2024

Befriended

Charity registration number: 1175623

Independent Examiners Ltd
2 Broadbridge Business Centre
Delling Lane
Bosham
Chichester
West Sussex
PO18 8NF

BEFRIENDED

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BEFRIENDED

REFERENCE AND ADMINISTRATIVE DETAILS

Trustees	Rev William Kemp Stuart Millar (resigned 9 July 2024) Gail Millar Diane Watts Nicholas Baldwin (resigned 4 November 2024) David Chewter George Baxter Julia Crook (appointed 10 February 2024) Chris Wyles (appointed 5 April 2024)
Charity Registration Number	1175623
Principal Office	Spiresview 9 Maude Singer Way Hurstpierpoint West Sussex BN6 9GF
Independent Examiner	G W Schulz FCMA Independent Examiners Ltd 2 Broadbridge Business Centre Delling Lane Bosham Chichester West Sussex PO18 8NF
Bankers	CAF Bank 25 Kings Hill Avenue Kings Hill West Mailing Kent ME19 4JQ The Co-operative Bank Business Customer Services PO Box 250 Skelmersdale WN8 6WT

BEFRIENDED

TRUSTEES' REPORT

The trustees present the annual report together with the financial statements of the charity for the year ended 30 September 2024.

Structure, governance and management

Nature of governing document

The charity was established as a Charitable Incorporated Organisation on 8 November 2017.

Recruitment and appointment of trustees

The management of the charity is the responsibility of the Trustees who are co-opted by the existing trustees.

Every Trustee must:

- a. Have a faith in the Lord Jesus Christ
- b. Be over 16 years old

There must be a minimum of 3 Trustees and a maximum of 12.

Organisational structure

Befriended is a Charitable Incorporated Organisation, governed by a board of trustees who meet regularly to guide the vision and safeguard the values of the charity. Day-to-day operations are led by Chief Executive Officer Gail Millar, supported by a passionate team of volunteers, staff, and community partners.

Risk management

The trustees have assessed the major risks to which the Charity is exposed, in particular those related to the operations and finances of the Charity, and are satisfied that systems and procedures are in place to mitigate exposure to the major risks.

Objectives and activities

Objects and aims

The objects of the charity are to:

1. Advance the Christian faith
2. To promote social inclusion for the public benefit by preventing people from becoming socially excluded, relieving the needs of those people who are socially excluded and assisting them to integrate into society through a befriending/care service.

Public benefit

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

BEFRIENDED

TRUSTEES' REPORT (CONTINUED)

Achievements and performance

This year, more than ever, has been one of growth, resilience, and impact. As we reflect on the past 12 months, we are overwhelmed with gratitude for all that has happened. From launching new services to deepening relationships with local partners, welcoming new volunteers, and receiving national recognition — the journey of Befriended has continued to unfold in beautiful and unexpected ways.

What drives everything we do is simple: listening to those we serve. Each new initiative has been born from the needs and stories of our clients and community. And through it all, we've seen lives transformed, hope rekindled, and loneliness met with lasting friendships.

Our Vision: To see an end to loneliness and isolation among older people in Mid Sussex.

Our Mission: To reach, value, and befriend older people and the isolated, showing them God's love in practical and personal ways.

What We Offer:

- One-to-one befriending
- Chaplaincy services in care homes
- Monthly tea parties and special events
- Befriended Balance: falls prevention exercise sessions
- Befriended Community Choirs
- Befriended Bereavement support including
 - Compassionate Conversations
 - bereavement cafés
 - Bereavement social groups
- Intergenerational partnerships with schools and nursery groups
- Bus trips and outings
- Holiday at Home holiday activity club
- Acts of kindness

Highlights of 2023–2024

- Hosted over 1750 older people for afternoon tea
- Held over 45 exercise classes
- Supported over 100 people through bereavement courses
- Saw over 2000 people enjoy singing through our Community Choirs
- Held over 60 chaplaincy services for over 1000 people in care homes
- Took over 500 older people on theatre trips and outings
- Over 80 guests attended our Christmas lunch
- Our newsletter reached 1000s of people through doctors' surgeries, hospitals, churches and individuals
- Supported many carers and people living with dementia through our activities
- Finalists and won a place on the two year Incubator programme with Cinnamon network for Compassionate Conversations
- Over 20,000 people reached in one month, with 15,000+ engagements

BEFRIENDED

TRUSTEES' REPORT (CONTINUED)

New Services Launched

- **Compassionate Conversations** – a facilitated 3-week course looking at loss and bereavement, 6+ groups delivered with exceptional feedback.
- **Compassion Café** – created from merging two bereavement cafés into a regular monthly drop-in café for anyone experiencing loss
- **Monthly tea party** - a new afternoon tea party in Hurstpierpoint in partnership with Holy Trinity Church
- **Community Choir** – A new choir in Hurstpierpoint
- **Company** – a new monthly social meal for those who miss eating out socially
- **Holiday at Home** – a joyful 3-day summer programme with games, singing, food, and friendship

Compassionate Conversations – A Transformational Journey



Born from a dream, Compassionate Conversations became one of Befriended's most impactful tools.

In response from a conversation in a care home with two very lonely gentlemen who had both lost their wives, the need was recognised for people to have a safe, simple and structured way to talk about their bereavement with others who knew and understood their experience.

Delivered in small groups, this gentle and beautiful programme invites people to talk about their loss and bereavement through two facilitated conversations each week for three weeks. Each week takes you through the process of grief culminating in a place of hope, purpose and a future to look forward too.

In 2024, we became finalists and won a place on the **Cinnamon Network Incubator Programme**, gaining national recognition and development support.

"I've been in a black hole for 3 years... now I have hope again."

"It's simple. It's powerful. It's exactly what I needed."

"This course has changed the trajectory of my life."

"My heart was full of rain and now it is full of sunshine."

"After 25 years of pain, I finally feel I've been able to talk — and begin to let go."

BEFRIENDED

TRUSTEES' REPORT (CONTINUED)

Chaplaincy Ministry

Faith remains central to all that we do at Befriended. Our chaplaincy work brings spiritual care, prayer, and Communion to those who may otherwise feel forgotten.

- Monthly visits to **5 local care homes**
- **8–10 services per month**, often themed and inclusive
- Gentle, familiar worship that brings comfort, connection and encouragement

"I really miss being able to go to church, today Church came to me."

"Today I felt God love and peace for the first time in years."

"When befriended Chaplains come I feel whole again, they see all of me."

Befriended Community Choir – a place where we sing for joy

This year, the Befriended Community Choir has grown not only in number but in relationships, it has become a place to belong, a vibrant expression of joy, and where everyone has value to contribute.

Led weekly by our brilliant choir leader, the group includes guests from across Mid Sussex, a number of whom are living with dementia or mobility challenges. Every session is filled with welcome, encouragement, and music that lifts the soul.

Guests regularly tell us it's the highlight one of their week. It brings movement, memory, laughter, and most of all — friendship.

"We're all in this together. Some of us have forgotten a few words, but we haven't forgotten how to sing."

"I thought dementia meant giving up the things I loved. Then I sang a solo."

"This choir has brought my voice back — and more than that, it's brought me life again."

The choir has become a space of surprising healing. Even those who arrive in silence find their voices again — sometimes through tears, sometimes through laughter, always through song.

We've welcomed visits from local schools and nurseries, turning our rehearsals into intergenerational joy. Children sit among guests, listen with wonder, and even join in. These shared moments are some of the most treasured:

"The children were wonderful and so talented."

"They didn't treat us like old people — they treated us like friends."

In July we were invited to sing at the local village fair. A Local counsellor said "your choir were fantastic, it was great to see how you have brought people together and given them a purpose, well done!"

The choir has also been the start of something deeper. Guests have created a whats app group, formed friendships, joined tea parties, and supported one another. It's more than a singing group — it's a community. One guest who had been poorly and unable to attend received a recorded song from the choir and she said ""Oh my goodness everyone that was just the nicest thing ever done for me thank you so much for singing so beautifully for me, you have lifted my spirits".

"Our whats app group is like having family in your pocket."

BEFRIENDED

TRUSTEES' REPORT (CONTINUED)

And perhaps most beautifully, one guest said: "I've always loved music. I never thought I'd sing again. But here I am — not just singing, but smiling."



Events and Outings

Moments of joy and togetherness have been at the heart of our year.

Bus trips to Chichester, Wakehurst, Worthing, and other beautiful locations

A Day trip to Chichester theatre to see Oliver via stopping for a picnic lunch at a Church in Arundel.

"Such a wonderful day, unforgettable, everything was just perfect" says a new befriender.

"Wow, the whole day was brilliant from beginning to end, I never get to leave Hurstpierpoint often now so today was so special. Thank you" D

"Thank you for giving us a most enjoyable day, from being picked up from my door to being dropped off, everything was laden with love" C



A bus trip to see Oliver at the Theatre



A walk around Wakehurst

BEFRIENDED

TRUSTEES' REPORT (CONTINUED)

Holiday at Home was launched in response to so many of our clients saying the long holidays are the hardest time of the year for them, so many activities close down. So in response we welcomed dozens to a 3-day celebration with garden games, music, food and fun

A says, "you have given me the best day I can remember since losing my husband".

P says, "the hardest part of the day was leaving".

M says, "today was full of love care, laughter, friend, fun, food and was fantastic.

G says, "today was second to none".

J says, "I never thought I would ever feel joy like I have today ever again".

Numerous said "Please can you do this again, we would love it every holiday".



Holiday at home – fun, exercise, music, games, food, friendship, laughter, sunshine



Intergenerational tea party with students from Worth School, outing to Glow Wild

Monthly Tea parties

Befriended monthly tea parties are a beautiful Befriended expression of hospitality, joy, community, welcome, love, care and laughter.

Our monthly tea parties have continued to be one of the most beloved and joy-filled parts of Befriended's work. Held throughout the year on Sunday afternoons because according to a survey conducted by Re-engage revealed that 76% of older individuals identified

BEFRIENDED

TRUSTEES' REPORT (CONTINUED)

Sunday as their most isolating day. We provide an afternoon where everyone is welcome, they receive so much more than tea and cake, we offer friendship and belonging.

Each table is beautifully laid with flowers and treats. Volunteers serve with love. There's always music, quizzes, birthday celebrations, entertainment, laughter, and conversation. Befriended Briefs (short, informative talks) have also become a highlight — covering everything from tech help, wellbeing advice to legal advice, always delivered with compassion and clarity. Guests enjoy delicious home-baked cakes, freshly made sandwiches and scrumptious home made scones with cream and jam.

There is also often a moment to remember others not well or unable to be with us, some quiet reflection, or prayer.

"This is my family now." "When I come to the tea parties, I remember I matter to someone."

"It's the only place I go where I feel completely safe and seen."

"The tea parties is a place full of smiles."

"My wife passed away and I didn't know what to do with myself. I was so nervous the first time I came but now, I come every month."

"You remember my name, and that means more than you know."

One guest told us, "I wake up on tea party days with a reason to get dressed. That might sound small — but to me, it's everything."

Volunteers often say they receive as much as they give. It's not about roles — it's about relationships. Whether pouring tea, sharing stories, or simply sitting beside someone, the atmosphere is one of friendship.



BEFRIENDED

TRUSTEES' REPORT (CONTINUED)



Our amazing team of volunteers to make all the sandwiches and cakes etc every month

Growth Across the Board

- 20-25% increase in attendance at all regular activities
- Tea parties regularly welcomed over 100 guests
- Befriended Balance moved to a new venue due to popularity
- Community Choir grew to over 20 members, including intergenerational sessions with nurseries and schools
- A second tea party launched
- A second community choir launched
- New volunteers joining the team

Recognition & Media

- Applause Award for Community Projects
- Gail invited to No.10 Downing Street for a reception honouring Inspirational Women
- Featured in: *UCB's 30 Years of Stories*, *Radio 4's Hope*, *Premier Christian Radio*, *Sussex Living*, and several local magazines



BEFRIENDED

TRUSTEES' REPORT (CONTINUED)

Social Media and Community Engagement

- Over 20,000 people reached in one month, with 15,000+ engagements
- new volunteers signed up via stories posted online
- GPs and social prescribers are now sharing Befriended posts with patients
- WhatsApp groups keep guests and volunteers connected daily
- Monthly newsletter now reaches over 900 people (250 hand-delivered)

"I saw your post at Christmas and picked up the phone. I didn't want to burden my kids. You were my lifeline."



Befriended has a visible presence in the community, our clients love to support us at any event

Community Connection

- WhatsApp groups keep community spirit alive between events
- Volunteers check in with guests, share encouraging messages, and pray for one another
- One guest said, *"Even on days when I don't see anyone, I still feel like I belong."*

BEFRIENDED

TRUSTEES' REPORT (CONTINUED)



Students from worth School at a craft event making lanterns together with our clients

Real Stories, Real Impact

"Today was the best day since I lost my husband." – Holiday at Home attendee
"I never thought I'd sing again. Then I sang a solo." – Choir guest with dementia
"After 25 years of silence, I finally spoke my grief." – Compassionate Conversations guest
"I never thought I'd laugh again like I did today." – Tea party guest
"We love coming to Befriended. Even with dementia, we feel seen and included."

Volunteer Growth and Training

This year we had over **18,000 volunteer** hours given across all our activities. We saw a strong increase in volunteer numbers and deep investment in their support.

- **3 major training sessions:** Dementia Awareness, Safeguarding, and Befriending
- **New roles** introduced: Compassionate Conversation Champions and guest speakers for Briefs
- Volunteer-led initiatives like the **signwritten van hire** brought both income and awareness

"I feel equipped, confident, and excited to serve. The training made all the difference." – Volunteer

BEFRIENDED

TRUSTEES' REPORT (CONTINUED)

Financial Review

This year, Befriended remained in a stable and healthy financial position, thanks to the generosity of our funders, donors, churches, and community partners. At the end of the last financial year we received a legacy which had a huge impact on the Charities financial situation.

Key highlights:

- **Grants received** from:
 - Henry Smith Charity
 - The Childs Trust
 - Ernest Kleinwort Charitable Trust
 - Mid Sussex District Council
 - Allen Lane
 - The Sussex Community Foundation
- Ongoing support from local churches and councils
- **Income generated** from the signwritten van hire, with all proceeds donated to Befriended
- Monthly giving and individual donations continue to grow
- Regular donations from our clients enables us to sustain all our activities.

We maintain a strong reserve position, and our transition to online banking has improved transparency and efficiency in financial reporting.

Plans for the Future

Looking ahead to 2024–2025, our focus will be on sustainability and expansion — responding to the growing need and increased demand across our community.

Our goals:

- Expand **Compassionate Conversations** across more churches, GP Surgeries, community centres, and care homes
- Launch a third Monthly tea party
- Grow the **volunteer team** and develop a volunteer leadership pathway
- Increase **Chaplaincy outreach** and build new care home partnerships
- Strengthen relationships with **GPs, parish nurses, and social prescribers**
- Offer additional **Holiday at Home** events in new locations
- Launch a weekly café supporting carers and the cared for
- Build stronger connections and partnerships with local businesses
- Continue to listen deeply to the needs of our guests and create responsive, life-changing support
- To ensure that there are less people are lonely and isolated because of what we offer!

BEFRIENDED

TRUSTEES' REPORT (CONTINUED)

Statement of 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 Act 2011, the Charities (Accounts and Reports) Regulations 2008, 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 annual report was approved by the trustees of the charity on 21 May 2025 and signed on its behalf by:

George Baxter

.....
George Baxter
Trustee

BEFRIENDED

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF BEFRIENDED

I report to the trustees on my examination of the accounts of Befriended for the year ended 30 September 2024.

Responsibilities and basis of report

As the charity trustees of Befriended you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Befriended's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of Befriended as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.



.....
G W Schulz FCMA
Independent Examiners Ltd
2 Broadbridge Business Centre
Delling Lane
Bosham
Chichester
West Sussex
PO18 8NF

21 May 2025

BEFRIENDED

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 30 SEPTEMBER 2024

	Note	Unrestricted funds £	Restricted funds £	Total 2024 £	Total 2023 £
Income and Endowments from:					
Donations and legacies	2	55,403	32,410	87,813	86,267
Investment income	3	<u>8</u>	<u>-</u>	<u>8</u>	<u>47</u>
Total income		<u>55,411</u>	<u>32,410</u>	<u>87,821</u>	<u>86,314</u>
Expenditure on:					
Charitable activities	4	<u>48,007</u>	<u>34,589</u>	<u>82,596</u>	<u>60,617</u>
Total expenditure		<u>48,007</u>	<u>34,589</u>	<u>82,596</u>	<u>60,617</u>
Net income/(expenditure)		<u>7,404</u>	<u>(2,179)</u>	<u>5,225</u>	<u>25,697</u>
Net movement in funds		7,404	(2,179)	5,225	25,697
Reconciliation of funds					
Total funds brought forward		<u>43,677</u>	<u>6,252</u>	<u>49,929</u>	<u>24,232</u>
Total funds carried forward	11	<u><u>51,081</u></u>	<u><u>4,073</u></u>	<u><u>55,154</u></u>	<u><u>49,929</u></u>

The notes on pages 17 to 25 form an integral part of these financial statements.

BEFRIENDED

BALANCE SHEET
AS AT 30 SEPTEMBER 2024

	Note	2024 £	2023 £
Fixed assets			
Tangible assets	7	<u>1,267</u>	<u>-</u>
		<u>1,267</u>	<u>-</u>
Current assets			
Debtors	8	4,852	2,563
Cash at bank and in hand		<u>50,058</u>	<u>47,968</u>
		54,910	50,531
Creditors: Amounts falling due within one year	9	<u>(1,023)</u>	<u>(602)</u>
Net current assets		<u>53,887</u>	<u>49,929</u>
Net assets		<u>55,154</u>	<u>49,929</u>
Funds of the charity:			
Restricted income funds			
Restricted funds		4,073	6,252
Unrestricted income funds			
Unrestricted funds		<u>51,081</u>	<u>43,677</u>
Total funds	11	<u>55,154</u>	<u>49,929</u>

The financial statements on pages 15 to 25 were approved by the trustees, and authorised for issue on 21 May 2025 and signed on their behalf by:

George Baxter

.....
George Baxter
Trustee

BEFRIENDED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2024

1 Accounting policies

Statement of compliance

The financial statements have been prepared in accordance with the second edition of the Charities Statement of Recommended Practice issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

Basis of preparation

Befriended 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.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Gift aid

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

BEFRIENDED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2024 (CONTINUED)

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category.

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.

Tangible fixed assets

Individual fixed assets costing £1,000 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Computer equipment	33% on cost

Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered.

Prepayments are valued at the amount prepaid net of any trade discounts due.

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.

Liabilities

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

BEFRIENDED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2024 (CONTINUED)

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Designated funds are unrestricted funds set aside for specific purposes at the discretion of the trustees.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or 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.

2 Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total 2024 £	Total 2023 £
Donations and legacies;				
Donations	39,946	-	39,946	22,372
Legacies	-	-	-	42,000
Gift aid reclaimed	2,457	-	2,457	2,395
Grants, including capital grants;				
Grants	13,000	32,410	45,410	19,500
	<u>55,403</u>	<u>32,410</u>	<u>87,813</u>	<u>86,267</u>

3 Investment income

	Unrestricted funds General £	Total 2024 £	Total 2023 £
Interest receivable and similar income;			
Interest receivable on bank deposits	<u>8</u>	<u>8</u>	<u>47</u>

BEFRIENDED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2024 (CONTINUED)

4 Expenditure on charitable activities

		Unrestricted funds General	Restricted funds	Total 2024	Total 2023
	Note	£	£	£	£
Events		17,344	2,410	19,754	11,060
Venue hire		2,352	-	2,352	-
Advertising/Promotional		2,084	-	2,084	598
Postage, printing & stationery		2,076	-	2,076	2,083
Equipment and computer		1,682	-	1,682	2,733
Telephone		242	-	242	229
Insurance		411	-	411	397
Subscriptions		216	-	216	144
Travel		25	-	25	-
Professional fees		1,421	1,252	2,673	3,475
Training		-	-	-	455
Sundry expenses		361	-	361	382
Bank charges		60	-	60	203
Independent examination		660	-	660	600
Depreciation, amortisation and other similar costs		633	-	633	-
Staff costs	6	18,440	30,927	49,367	38,258
		<u>48,007</u>	<u>34,589</u>	<u>82,596</u>	<u>60,617</u>

5 Trustees remuneration and expenses

Gail Millar, a trustee, received remuneration of £45,476 as CEO of the charity (2023: £34,571) and benefits in kind in the form of pension payments of £1,364 (2023: £1,037).

The accountancy practice owned by a trustee, Mr N Baldwin, provided professional services during the year amounting to £676 (2023: £178).

The only other payments made to the trustees, or any person connected with them, consisted of reimbursements of expenditure incurred on behalf of the charity in furthering the charity's objects.

BEFRIENDED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2024 (CONTINUED)

6 Staff costs

The aggregate payroll costs were as follows:

	2024 £	2023 £
Staff costs during the year were:		
Wages and salaries	47,976	37,221
Pension costs	<u>1,391</u>	<u>1,037</u>
	<u>49,367</u>	<u>38,258</u>

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

	2024 No.	2023 No.
Staff	<u>2</u>	<u>2</u>

7 Tangible fixed assets

	Computer equipment £	Total £
Cost		
At 1 October 2023	2,948	2,948
Additions	<u>1,900</u>	<u>1,900</u>
At 30 September 2024	<u>4,848</u>	<u>4,848</u>
Depreciation		
At 1 October 2023	2,948	2,948
Charge for the year	<u>633</u>	<u>633</u>
At 30 September 2024	<u>3,581</u>	<u>3,581</u>
Net book value		
At 30 September 2024	<u>1,267</u>	<u>1,267</u>
At 30 September 2023	<u>-</u>	<u>-</u>

BEFRIENDED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2024 (CONTINUED)

8 Debtors

	2024 £	2023 £
Accrued income	4,852	2,395
Other debtors	-	168
	<u>4,852</u>	<u>2,563</u>

9 Creditors: amounts falling due within one year

	2024 £	2023 £
Other taxation and social security	-	2
Other creditors	363	-
Accruals	660	600
	<u>1,023</u>	<u>602</u>

10 Pension and other schemes

Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £1,391 (2023 - £1,037).

Contributions totalling £363 (2023 - £Nil) were payable to the scheme at the end of the year and are included in creditors.

BEFRIENDED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2024 (CONTINUED)

11 Funds

	Balance at 1 October 2023 £	Incoming resources £	Resources expended £	Balance at 30 September 2024 £
Current year				
Unrestricted funds				
General				
General Funds	1,677	55,411	(48,007)	9,081
Designated				
Designated fund	<u>42,000</u>	<u>-</u>	<u>-</u>	<u>42,000</u>
Total unrestricted funds	<u>43,677</u>	<u>55,411</u>	<u>(48,007)</u>	<u>51,081</u>
Restricted funds				
Events fund	-	2,410	(2,410)	-
Staff fund	5,000	30,000	(30,927)	4,073
Befriended Balance fund	<u>1,252</u>	<u>-</u>	<u>(1,252)</u>	<u>-</u>
	<u>6,252</u>	<u>32,410</u>	<u>(34,589)</u>	<u>4,073</u>
Total funds	<u>49,929</u>	<u>87,821</u>	<u>(82,596)</u>	<u>55,154</u>

BEFRIENDED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2024 (CONTINUED)

	Balance at 1 October 2022 £	Incoming resources £	Resources expended £	Transfers £	Balance at 30 September 2023 £
Prior year					
Unrestricted funds					
General					
General Funds	19,232	18,471	(35,976)	(50)	1,677
Designated					
Designated fund	-	42,000	-	-	42,000
Total unrestricted funds	<u>19,232</u>	<u>60,471</u>	<u>(35,976)</u>	<u>(50)</u>	<u>43,677</u>
Restricted funds					
Staff fund	5,000	16,000	(16,000)	-	5,000
Bus trip fund	-	1,835	(1,850)	15	-
Blankets fund	-	4,008	(4,043)	35	-
Befriended Balance fund	-	4,000	(2,748)	-	1,252
	<u>5,000</u>	<u>25,843</u>	<u>(24,641)</u>	<u>50</u>	<u>6,252</u>
Total funds	<u>24,232</u>	<u>86,314</u>	<u>(60,617)</u>	<u>-</u>	<u>49,929</u>

BEFRIENDED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2024 (CONTINUED)

12 Analysis of net assets between funds

	Unrestricted funds		Restricted funds	Total funds at 30 September 2024
	General	Designated		
	£	£	£	£
Tangible fixed assets	1,267	-	-	1,267
Current assets	8,837	42,000	4,073	54,910
Current liabilities	(1,023)	-	-	(1,023)
Total net assets	<u>9,081</u>	<u>42,000</u>	<u>4,073</u>	<u>55,154</u>
				Total funds at 30 September 2023
	General	Designated	Restricted funds	
	£	£	£	£
Current assets	2,279	42,000	6,252	50,531
Current liabilities	(602)	-	-	(602)
Total net assets	<u>1,677</u>	<u>42,000</u>	<u>6,252</u>	<u>49,929</u>