

CHARITY REGISTRATION NUMBER: 1155419

The Pear Tree Fund
Unaudited financial statements
31 December 2023

The Pear Tree Fund

Financial statements

Year ended 31 December 2023

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The Pear Tree Fund

Trustees' annual report

Year ended 31 December 2023

The trustees present their report and the unaudited financial statements of the charity for the year ended 31 December 2023.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and 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 published in October 2019.

Reference and administrative details

Registered charity name	The Pear Tree Fund
Charity registration number	1155419
Principal office	Pear Tree Centre Bungay Road Halesworth Suffolk IP19 8SG

The trustees

The trustees who served during the year and at the date of approval were as follows:

Dr D C Morley (Charity Chair)
Mrs C Boyle (Charity Vice Chair)
Mr E Edwards (resigned 27 September 2023)
Mrs J Edwards (resigned 27 September 2023)
Mrs C Imison (appointed 26 January 2024)
Mr P King
Mr G Peryer (appointed 28 March 2023)
Mrs N Sawkins
Mr H Tidman (resigned 15 September 2023)
Mrs L Smith
Mrs D Willetts

Treasurer	Mr P King
Independent examiner	Mark Proctor FCA DChA Lovewell Blake LLP Chartered accountants Bankside 300 Peachman Way Broadland Business Park Norwich NR7 0LB
Bankers	Barclays Bank PLC New Market Place Beccles NR34 9HD

The Pear Tree Fund

Trustees' annual report *(continued)*

Year ended 31 December 2023

Objectives and activities

The objectives of the charity are:

'To provide information, advice and holistic support to anyone with a life-changing illness or long-term condition who lives in East Suffolk and neighbouring parts of Mid Suffolk and South Norfolk, and to families and carers. Services and support are provided from the Pear Tree Centre in Halesworth, or by telephone, online and in the home.'

Public benefit

The Board of Trustees confirm that they have had due regard to the Charity Commission's guidance on public benefit.

The charity considers that it provides a benefit to the general public by making funds available to provide support for people with life-changing illnesses and long-term conditions and their families and carers living in the geographical area covered.

Achievements and performance

The work of the Pear Tree Fund has become increasingly well-known across the area we serve (a 15-mile radius around Halesworth) and the Pear Tree Centre has welcomed a growing number of visitors. We have developed and strengthened its partnerships with other key organisations - Dementia Carers, St. Elizabeth Hospice, the disability and advice service for East Suffolk (DANES) and Suffolk family Carers. The Centre also provides space for two hearing support services, diabetic eye screening, an AAA screening service, the Rosedale funeral Service and an Everyone Active seated exercise group, which bring revenue to the organisation and also introduce the Centre to new visitors. A major development has been the extension of the end-of-life service to people living across the whole catchment area of the charity. Previously this intensive support was only available to patients at Cutlers Hill surgery. This expansion is being slowly rolled out but we are confident that we have the capacity that will be required to ensure an equal service offer for all our visitors. Our link with the Big C continues to be central to our mission with a worker attending the cancer support group on a monthly basis and Big C staff being on hand if Centre staff need advice between visits.

The core work of the staff at the Centre continues to be welcoming and supporting people with cancer or other life-changing diagnoses and offering support to their families. An in-depth interview is undertaken with visitors needing on-going support and the tailored support agreed. We continue to receive positive reports from visitors and their families about the support the Centre and Fund have provided. We have begun to work in schools this year, appreciating that numbers of children and young people have found it hard to return to school after Covid. The Compassionate Communities work continues through our links with a UEA-based group attended by the Centre manager and trustees. A healthy life style programme is being piloted which responds to the emphasis the NHS places on the importance of self-care for people with long-term health conditions.

As ever our volunteers are an essential and much appreciated addition to the workforce, greeting visitors, making them refreshments and providing a listening ear. Volunteers keep Richard's garden (named after our founding GP) looking good throughout the year. In the warmer weather it becomes an extension of the Centre itself and visitors enjoy being in lovely surroundings. Some services move out into the garden, for example Tai Chi - during the warm days. The solid work done by the volunteers at Dee's Den (our charity shop) is tremendous. We depend on the income raised through the shop and owe a huge debt of gratitude to those volunteers giving their time to this activity.

The Pear Tree Fund

Trustees' annual report *(continued)*

Year ended 31 December 2023

Achievements and performance *(continued)*

Cooking for One and the Art Therapy Classes for visitors and their carers have continued to be popular and three art exhibitions have been held at the end of each of the courses. The Hopes and Dreams project, supporting people with dementia and their carers, based on an internationally recognised programme, has proved very successful. An excellent presentation of its work was held in the autumn, bringing together the people who had attended the course to share their memories and to exhibit the memory boxes which had been produced.

We have now established outreach sessions in Bungay and Beccles, combining the welfare advice provided for us by DANES and our support service. These are held monthly in each town.

We have been pleased to welcome the High Sheriff of Suffolk to the Centre, to talk to him about our services and to show him round the Centre. He presented us with a certificate acknowledging his appreciation of the support we provide. We have show-cased a life story book written by one of our visitors, the profits of which she has donated to the PTF in appreciation of the support she has received. Our new look newsletter, started this year and produced by one of our trustees, has a direct circulation of 200 and is seen monthly by 800-900 people on social media.

Staffing changes: As reported previously, towards the end of the year trustees had to face the fact that the Fund could no longer afford to employ a CEO. The post was duly made redundant at the end of the year. We are very fortunate to have two very competent managers who have steered the Fund through this period of change. Inevitably trustees have become more involved with various functions of the charity and again we are fortunate in having trustees who have been able to take some of the work on. As chair it has been my role, and privilege, to support the managers when needed.

It was evident that we needed fundraising support and, as a result, have contracted with Charity Fundraising Ltd to work for us in applying for grants from the larger grant-giving trusts and foundations. We also took the decision, based on Charity Fundraising's advice, to employ a community fundraiser directly. This is in progress.

We have had other staff changes during the year. Our administrative assistant had to step back to care for a family member. We recruited cover for her post on a temporary basis and then promoted the new recruit to a permanent job as a support worker. The administrative post is now filled again, and the staff team is working well. We have been supported through these changes by CBR Solutions, an HR company with whom we have a contract.

Trustee changes: Dinah Morley remained in the chair with Cate Boyle as vice chair. Jane and Ted Edwards stood down during the year having served as trustees for many years and over the period of the Centre building programme. They are much missed but continue to support the charity through the Events Committee. We were very fortunate in finding three excellent new trustees, one of whom has taken over the role of Treasurer from Ted Edwards. Most recently we have welcomed a further trustee, who brings substantial NHS and research experience to the Board. We are still keen to recruit trustees, but currently we have a robust Board with a range of skills.

Volunteers: We remain ever indebted to our team of volunteers, both at the Centre and at Dee's Den. The Events Committee continues to be amazing in raising much needed funds - from 'heavy metal' collections to open gardens and much in between. All of these people give their time freely to the activities of the Fund and cannot be thanked enough.

Visitors/clients: In the last year 490 more people have visited the Centre and have been triaged by the support staff. They have then been supported through specific groups and activities detailed above. Overall there have been 7447 visits - including multiple visits by the same people and visits by other colleagues - to the Centre during 2023.

The Pear Tree Fund

Trustees' annual report *(continued)*

Year ended 31 December 2023

Achievements and performance *(continued)*

Governance: The extended service reported above has meant that the Charity's objectives have had to be clarified and reported to the Charity Commission. These were agreed by trustees as follows:

To provide information, advice and holistic support to anyone with a life-changing illness or long-term condition who lives in East Suffolk and neighbouring parts of Mid Suffolk and South Norfolk, and to families and carers. Services and support are provided from the Pear Tree Centre in Halesworth, or by telephone, online and in the home.

An interim strategy has been approved by the Board and programme is in place to ensure that all our policies are renewed and updated, providing security for the organisation and the documentation that will be needed as our fundraising programme develops. Board meetings are held every 2 months with committee meetings in between these.

The Pear Tree Fund

Trustees' annual report *(continued)*

Year ended 31 December 2023

Financial review

In October 2022, the Board agreed on the urgent need to diversify the Fund's funding streams to ensure a financially sustainable future. Following on from this, the Board also investigated options for cost savings, which resulted in the redundancy of the Chief Executive Officer in February 2023 and the decision to give notice to terminate the lease on the Head Office in January 2023.

This had an impact on budget setting for 2023, with significant decisions needing to be made regarding staffing and the impact that the redundancy of the CEO would have on generating income. The Board therefore initially agreed a 'holding budget' on a cash basis in February 2023 prior to agreeing a 'final budget' in May 2023 which estimated a deficit position of £65k for 2023 (cash basis), with the main variance to the holding budget being the reduction of the grant income to a more realistically achievable figure.

During 2023, the Board commissioned Charity Fundraising Ltd to produce a report which would explore the best way to develop the Fund's fundraising capability and diversify its income. The final report states that 'The Pear Tree Fund has an excellent opportunity to diversify income sources if they invest in recruiting staff and bringing in people with the appropriate skills to develop/expand other income sources'. The report highlights that the Charity actually achieves an excellent Return On Investment (ROI) on the funds it raises, however its limitation to fundraising is entirely related to its limitation in resources.' All of the recommendations in the report were adopted by the Board, and these included the following:-

- Investment in additional resource (including investing in dedicated grant fundraising support, recruitment of a fundraiser and investment in marketing)
- Development of our trading operation
- Securing alternative forms of income
- Development of our volunteering function

The Board agreed that the immediate priorities were to employ a dedicated fundraiser, who will develop individual giving, as this will also help to increase other income streams through community fundraising, legacies, corporate donations, major donors etc. The Board also prioritised investment in grant/trust fundraising support including bid writing. Whilst the Fund is moving quickly to action the recommendations and to get the fundraising resources in place, the reality is that it will take some time for the investment outlined above to materialise into income for the Fund, and so the Board agreed a 3 year plan which will see the budgeted deficit reduce to £25k in 2024 and the Fund then achieving a break-even point by 2025, with cash reserves of between £150k and £200k.

Income and Expenditure Account: Total income for the year amounted to £205,797, which was a reduction of £50,403 on the 2022 figure of £256,200. The main reason for this reduction was a significant decrease in the grant income generated in 2023, which reduced from £164,030 in 2022 to £93,329. With the redundancy of the CEO role early in 2023, the Board did anticipate this reduction and it was reflected in the revised budget. Overall donations and legacies increased by £12,422 from the 2022 figure.

Total expenditure for the year amounted to £299,123, which was a decrease of £8,592 on the previous year's expenditure of £307,715. Salary costs decreased by £29,897 following the review of staffing levels and the redundancy of the CEO. There was an increase in Direct Support Costs from £31,012 in 2022 to £58,804 in 2023 due to utilising the services of DANES to deliver Financial Wellbeing advice to clients rather than direct employment, and also due to a number of new projects being delivered, such as as Hopes and Dreams, and the increase of existing provisions such as Cooking 4 One and Art Therapy.

Balance Sheet: The cash and bank balances have decreased to £261,837 compared with the balances at the end of 2022 of £316,699 (a reduction of £54,862). The total value of the charity has decreased to £1,085,019 in 2023 from £1,178,345 in 2022, which as well incorporating the decrease in the cash balance, it also reflects the depreciation of the assets of the Charity.

The Pear Tree Fund

Trustees' annual report *(continued)*

Year ended 31 December 2023

In respect of funds available to the charity, these are split into restricted and unrestricted funds as follows:-

The balance of Restricted Income Funds currently stand at £37,430 and these are usually restricted by the grantor or donor for a specific purpose.

Unrestricted Funds are split between Free Reserves of £24,207 (or General Funds - see section 18 on page 24) in 2023 (2022:£59,949) and Internally Designated Funds, which include £90,000 set aside as a running cost fund for the Pear Tree Centre spread over four years, a designated contingency palliative care fund reserve of £30,000, and a legacy of £86,438, of which £22,500 has been designated by the trustees towards running costs, with the remainder designated to funding a retail manager for the Pear Tree Fund's Charity Shop for a two year period and further development of the charity's retail operations. These would have originally been classed as Free Reserves, but the Trustees have decided to internally designate these reserves to a specific purpose. These designations can be reviewed and amended by the trustees at any time, and as such are being reviewed again in early 2024. The total of Unrestricted Funds at the end of 2023 was therefore £230,645.

Reserves policy

The charity's reserves policy was reviewed by the Trustees in 2023, when it was agreed to continue with the policy that Free Reserves (including internally designated funds) should equate to approximately six months unrestricted, budgeted expenditure rather than actual expenditure, given the reduction in salary costs in 2023 due to making the Chief Executive's role redundant in early 2023. The budget for 2024 will again be significantly different from the actual expenditure in 2023, due to the adoption of the various recommendations made by Charity Fundraising Ltd in the Fundraising Strategy, and so the Board has agreed that the reserves policy should continue to be based on the unrestricted, budgeted expenditure rather than previous year's actuals, as the budget gives a more realistic picture of the Fund's commitments and funding potential over the next few years.

It is anticipated that the unrestricted expenditure of the charity from 2024 will be approximately £250,000 a year. The total of Free Reserves and Internally Designated Funds was £230,645 at the end of 2023 which exceeds the reserve amount required by the policy, but the Board has committed to invest a proportion of these reserves over the next two years to secure robust funding streams and enhance the services currently being provided.

Principal funding sources

The charity is fortunate in that it continued to receive a considerable amount of support from the local community, grant making trusts and foundations and local authorities in 2023. The Trustees would again particularly like to thank The Big C, the Norfolk cancer charity, who have committed to providing a grant in the sum of £30,000 per annum for 5 years towards staff costs from 2019 to 2024; The February Foundation again made a generous donation in 2023 of £5,000 towards core costs for the Pear Tree Centre; and Heveningham Hall Country Fair Trust who once again generously gave £30,000 towards core costs.

We are indebted to Suffolk Community Foundation who facilitated grants from the following trusts:- Suffolk Carers Fund - £19,092 for Carer's Art Therapy; David & Jill Simpson Fund - £2,000 for 'Living Well in Later Years'; and the Partiger Trust Fund - second of three £5,000 grants towards core costs. Thanks also goes to The Co-op who raised £1,236.81 through their Local Community Fund and Halesworth Town Council, who kindly awarded a grant of £5,000 to enable the Charity to deliver some more 'Cooking 4 One' sessions.

£5,000 was received through legacies left by local people and 2023 saw a significant increase in donations, receiving £23,870 in total. Income from events, both through those organised by the community and by our own hard working Events Committee totalled £40,965. This included over £8,600 from the charity's annual Golf Day and over £3,000 through events organised by the Queen's Head Pub, Bramfield, for which we are very grateful.

Through the hard work and commitment from our volunteers at Dee's Den, gross trading income totalled £31,157 for 2023.

The Pear Tree Fund

Trustees' annual report *(continued)*

Year ended 31 December 2023

Plans for future periods

The service is developing well and is fulfilling its core function of supporting those with life limiting conditions, and their families. There is always more that we would like to do and other partnerships we hope to forge.

Our community fundraiser will be in post early in 2024 and we look forward to new relationships developing with local donors. The post will be able to support the Events Committee and Dee's Den in maximising their work, as well as applying for local grants and developing our donor base.

As well as establishing our services in Beccles and Bungay we plan to hold another Hopes and Dreams project at some point in 2024 when funds are found for this. We are also hoping to fund a second round of the healthy lifestyle programme.

We plan to grow our Compassionate Communities work and to hold a remembrance event on or around All Hallows Day. This would involve a number of local organisations, allowing bereaved families to come together with others to remember their loved ones.

A menopause service is planned to support women struggling with this life changing period of their lives and we are actively discussing the introduction of the Hope Programme training to the Centre's activities.

Finally

Although trustees will continue to be involved with some aspects of the day to day running of the organisation, it is anticipated that the staff team will need less support from trustees as the year progresses, as new partnerships bed down and the staff team develops.

Structure, governance and management

Governing document

The Pear Tree Fund is a foundation registered CIO, registered on 21 January 2014, number 1155419.

Recruitment and appointment of Trustees

The charity aims to recruit Trustees with a wide range of experience from the public, third and private sectors, from which the charity will benefit.

Induction and training of Trustees

All new Trustees will be provided with copies of:

- the charity's Deed of Trust;
 - the latest accounts of the charity;
- and encouraged to read Charity Commission guidance notes CC3 - 'The Essential Trustee: what you need to know, what you need to do'.

In addition, Trustees are encouraged to read Charity Commission and other newsletters and to attend courses designed to keep them abreast of their duties and responsibilities.

The Pear Tree Fund

Trustees' annual report *(continued)*

Year ended 31 December 2023

Structure, governance and management *(continued)*

Risk management

The Trustees are in the process of examining the major strategy, business, and operational risks which the charity faces and confirm that systems are being established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.

Organisational structure

The Board of Trustees is responsible for strategic oversight and management of the charity and meets every two months. The Board has several sub-committees, including governance, finance, audit and buildings and service development which meet in-between.

True and fair override

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the 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 issued in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The trustees' annual report was approved on 24 May 2024 and signed on behalf of the board of trustees by:

Dr D C Morley
Chair

The Pear Tree Fund

Independent examiner's report to the trustees of The Pear Tree Fund

Year ended 31 December 2023

I report to the charity trustees on my examination of the financial statements of the charity for the year ended 31 December 2023 which comprise the statement of financial activities, balance sheet and the related notes.

Responsibilities and basis of report

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

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 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 the charity as required by section 130 of the Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the applicable 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.

Your attention is drawn to the fact that the Charity has prepared the accounts (financial statements) 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) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has since been withdrawn.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

Mark Proctor FCA DChA
Independent Examiner

Lovewell Blake LLP
Chartered accountants
Bankside 300
Peachman Way
Broadland Business Park
Norwich
NR7 0LB

10 June 2024

The Pear Tree Fund

Statement of financial activities

Year ended 31 December 2023

		Unrestricted funds £	2023 Restricted funds £	Total funds £	2022 Total funds £
	Note				
Income and endowments					
Donations and legacies	4	70,107	52,092	122,199	180,478
Charitable activities	5	8,442	–	8,442	8,772
Other trading activities	6	72,122	–	72,122	65,981
Investment income	7	3,034	–	3,034	969
Total income		<u>153,705</u>	<u>52,092</u>	<u>205,797</u>	<u>256,200</u>
Expenditure					
Expenditure on raising funds:					
Costs of raising donations and legacies	8	(4,234)	–	(4,234)	(3,972)
Expenditure on charitable activities	9	(211,106)	(83,783)	(294,889)	(303,743)
Total expenditure		<u>(215,340)</u>	<u>(83,783)</u>	<u>(299,123)</u>	<u>(307,715)</u>
Net expenditure before transfer of funds		(61,635)	(31,691)	(93,326)	(51,515)
Transfers between funds		(71)	71	–	–
Net movement in funds		<u>(61,706)</u>	<u>(31,620)</u>	<u>(93,326)</u>	<u>(51,515)</u>
Reconciliation of funds					
Total funds brought forward		1,109,295	69,050	1,178,345	1,229,860
Total funds carried forward		<u>1,047,589</u>	<u>37,430</u>	<u>1,085,019</u>	<u>1,178,345</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The notes on pages 12 to 25 form part of these financial statements.

The Pear Tree Fund

Balance sheet

31 December 2023

		2023		2022	
	Note	£	£	£	£
Fixed assets					
Tangible fixed assets	13		816,944		842,908
Current assets					
Debtors	14	21,167		31,900	
Cash at bank and in hand		261,837		316,699	
		<u>283,004</u>		<u>348,599</u>	
Creditors: Amounts falling due within one year	15	<u>(14,929)</u>		<u>(13,162)</u>	
Net current assets			<u>268,075</u>		<u>335,437</u>
Total assets less current liabilities			<u>1,085,019</u>		<u>1,178,345</u>
Net assets			<u>1,085,019</u>		<u>1,178,345</u>
Funds of the charity					
Restricted funds			37,430		69,050
Unrestricted funds			<u>1,047,589</u>		<u>1,109,295</u>
Total charity funds	17		<u>1,085,019</u>		<u>1,178,345</u>

These financial statements were approved by the board of trustees and authorised for issue on 24 May 2024, and are signed on behalf of the board by:

Dr D C Morley
Chair

The notes on pages 12 to 25 form part of these financial statements.

The Pear Tree Fund

Notes to the financial statements

Year ended 31 December 2023

1. General information

The Pear Tree Fund is a Charitable Incorporated Organisation, registered in England and Wales. The address of the registered office is given in the Charity information on page 1 of these financial statements. The nature of the Charity's operations and principal activities is to provide support for terminally ill patients registered with Cutlers Hill Surgery and their families in the community, by the provision of nursing care and equipment, and to provide information and support to people living in Halesworth and the surrounding area who have life threatening or life limiting illness and to their families.

2. Statement of compliance

The charity constitutes a public benefit entity as defined by FRS 102. 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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Accounting Practice.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the 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 issued in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

3. Accounting policies

(a) Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain items measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity, and rounded to the nearest £1.

(b) Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

(c) Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal.

The Pear Tree Fund

Notes to the financial statements *(continued)*

Year ended 31 December 2023

3. Accounting policies *(continued)*

(d) Income

All income is included in the statement of financial activities when entitlement has passed to the charity, it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- Income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- Legacy income is recognised when receipt is probable and entitlement is established.
- Income from donated goods is measured at the fair value of the goods unless this is impracticable to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- Income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

(e) Expenditure

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- Expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- Expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- Other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

(f) Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other recognised gains and losses, unless it reverses a charge for impairment that has previously been recognised as expenditure within the statement of financial activities. A decrease in the carrying amount of an asset as a result of revaluation, is recognised in other recognised gains and losses, except to which it offsets any previous revaluation gain, in which case the loss is shown within other recognised gains and losses on the statement of financial activities.

The Pear Tree Fund

Notes to the financial statements *(continued)*

Year ended 31 December 2023

3. Accounting policies *(continued)*

(g) Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Land and buildings	-	2% straight line
Fixtures and fittings	-	20% straight line
IT equipment	-	20% straight line

(h) Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

(i) Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

(j) Redundancy

Where an obligation to make a redundancy or termination payment arises, the costs incurred by the charity are accounted for on an accruals basis and included within employee benefits.

The Pear Tree Fund

Notes to the financial statements *(continued)*

Year ended 31 December 2023

4. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Donations			
Donations	23,870	–	23,870
Legacies			
Legacies	5,000	–	5,000
Grants			
Grants	41,237	52,092	93,329
	<u>70,107</u>	<u>52,092</u>	<u>122,199</u>
	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Donations			
Donations	15,448	–	15,448
Legacies			
Legacies	1,000	–	1,000
Grants			
Grants	30,540	133,490	164,030
	<u>46,988</u>	<u>133,490</u>	<u>180,478</u>

5. Charitable activities

	Unrestricted Funds £	Total Funds 2023 £	Unrestricted Funds £	Total Funds 2022 £
Other income	<u>8,442</u>	<u>8,442</u>	<u>8,772</u>	<u>8,772</u>

6. Other trading activities

	Unrestricted Funds £	Total Funds 2023 £	Unrestricted Funds £	Total Funds 2022 £
Fundraising events	40,965	40,965	37,143	37,143
Other trading activities	<u>31,157</u>	<u>31,157</u>	<u>28,838</u>	<u>28,838</u>
	<u>72,122</u>	<u>72,122</u>	<u>65,981</u>	<u>65,981</u>

The Pear Tree Fund

Notes to the financial statements *(continued)*

Year ended 31 December 2023

7. Investment income

	Unrestricted Funds	Total Funds 2023	Unrestricted Funds	Total Funds 2022
	£	£	£	£
Bank interest receivable	3,034	3,034	969	969

8. Costs of raising donations and legacies

	Unrestricted Funds	Total Funds 2023	Unrestricted Funds	Total Funds 2022
	£	£	£	£
Lottery prize costs	2,235	2,235	2,118	2,118
Other fundraising costs	1,999	1,999	1,854	1,854
	<u>4,234</u>	<u>4,234</u>	<u>3,972</u>	<u>3,972</u>

The Pear Tree Fund

Notes to the financial statements *(continued)*

Year ended 31 December 2023

9. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Wages and salaries	83,050	44,648	127,698
Direct support costs	22,905	35,899	58,804
Stationery and sundry	14,256	600	14,856
Insurance	2,956	–	2,956
Electricity, rent and rates	18,704	2,636	21,340
Legal and professional fees	12,637	–	12,637
Repairs and maintenance	2,146	–	2,146
IT costs	9,921	–	9,921
Advertising	9,617	–	9,617
Stationery	1,971	–	1,971
Depreciation	29,223	–	29,223
Governance costs	3,720	–	3,720
	<u>211,106</u>	<u>83,783</u>	<u>294,889</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Wages and salaries	95,351	62,244	157,595
Direct support costs	16,198	14,814	31,012
Stationery and sundry	10,918	3,948	14,866
Insurance	2,829	–	2,829
Electricity, rent and rates	21,098	250	21,348
Legal and professional fees	11,411	–	11,411
Repairs and maintenance	7,141	–	7,141
IT costs	8,444	–	8,444
Advertising	14,287	–	14,287
Stationery	3,344	–	3,344
Depreciation	28,736	–	28,736
Governance costs	2,730	–	2,730
	<u>222,487</u>	<u>81,256</u>	<u>303,743</u>

Analysis of governance costs:

	Unrestricted Funds £	Total Funds 2023 £	Total Funds 2022 £
Independent examination fees	3,190	3,190	2,950
VAT advisory fees	195	195	–
	<u>3,385</u>	<u>3,385</u>	<u>2,950</u>

10. Independent examination fees

	2023 £	2022 £
Fees payable to the independent examiner for:		
Independent examination of the financial statements	3,190	2,950
Other financial services	195	–
	<u>3,385</u>	<u>2,950</u>

The Pear Tree Fund

Notes to the financial statements (continued)

Year ended 31 December 2023

11. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2023	2022
	£	£
Wages and salaries	118,138	144,414
Social security costs	4,385	7,258
Employer contributions to pension plans	5,175	5,923
	<u>127,698</u>	<u>157,595</u>

During the year one ex-gratia payment of £1,500 was made in respect of a redundancy (2022: £Nil).

The average head count of employees during the year was 7 (2022: 8).

No employee received employee benefits of more than £60,000 during the year (2022: Nil).

Key Management Personnel

Key management personnel include all persons that have authority and responsibility for planning, directing and controlling the activities of the charity. The total compensation paid to key management personnel for services provided to the charity was £64,704 (2022:£52,842).

12. Trustee remuneration and expenses

No trustee received any remuneration or expenses in the year (2021: £Nil).

13. Tangible fixed assets

	Buildings	Fixtures and fittings	Equipment	Land	Total
	£	£	£	£	£
Cost					
At 1 January 2023	816,014	26,010	30,972	48,400	921,396
Additions	3,109	1,255	–	–	4,364
Disposals	–	(115)	(990)	–	(1,105)
At 31 December 2023	<u>819,123</u>	<u>27,150</u>	<u>29,982</u>	<u>48,400</u>	<u>924,655</u>
Depreciation					
At 1 January 2023	51,106	14,926	12,456	–	78,488
Charge for the year	17,335	5,877	6,011	–	29,223
At 31 December 2023	<u>68,441</u>	<u>20,803</u>	<u>18,467</u>	<u>–</u>	<u>107,711</u>
Carrying amount					
At 31 December 2023	<u>750,682</u>	<u>6,347</u>	<u>11,515</u>	<u>48,400</u>	<u>816,944</u>
At 31 December 2022	<u>764,908</u>	<u>11,084</u>	<u>18,516</u>	<u>48,400</u>	<u>842,908</u>

The Pear Tree Fund

Notes to the financial statements *(continued)*

Year ended 31 December 2023

14. Debtors

	2023	2022
	£	£
Trade debtors	1,056	784
Prepayments and accrued income	16,911	27,765
Other debtors	3,200	3,351
	<u>21,167</u>	<u>31,900</u>

15. Creditors: Amounts falling due within one year

	2023	2022
	£	£
Trade creditors	8,938	3,979
Accruals and deferred income	3,414	4,898
Social security and other taxes	1,849	3,024
Other creditors	728	1,261
	<u>14,929</u>	<u>13,162</u>

16. Pensions and other post retirement benefits

Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £5,175 (2022: £5,923).

The Pear Tree Fund

Notes to the financial statements *(continued)*

Year ended 31 December 2023

17. Analysis of charitable funds

	Balance at 1 Jan 2023	Income £	Expenditure £	Transfers £	Balance at 31 Dec 2023 £
Unrestricted funds					
General funds	902,857	153,705	(215,340)	(71)	841,151
Designated fund: Pear Tree Running Costs Fund	90,000	–	–	–	90,000
Designated fund: Care packages	30,000	–	–	–	30,000
Designated fund: Legacy Ring Fenced	63,938	–	–	–	63,938
Designated fund: Legacy Cost Support	22,500	–	–	–	22,500
	<u>1,109,295</u>	<u>153,705</u>	<u>(215,340)</u>	<u>(71)</u>	<u>1,047,589</u>
Restricted funds					
Suffolk Community Foundation - art therapy	288	–	(288)	–	–
Halesworth Town Council	–	5,000	–	–	5,000
The Big C Appeal	–	30,000	(30,000)	–	–
East Suffolk Council Locality Budget (Tony Goldson)	200	–	(200)	–	–
East Suffolk Council - Mental Health Art Therapy	2,520	–	(2,560)	40	–
Suffolk Community Foundation - cancer screening	4,000	(4,000)	–	–	–
SCC Locality Budget - Annette Dunning	200	–	(200)	–	–
East Suffolk Council - Dementia Project (Hopes and Dreams)	4,490	–	(4,521)	31	–
Suffolk County Council - Household Support	4,997	–	(2,074)	–	2,923
SCC Engaged Communities Public Health	9,772	–	(2,948)	–	6,824
East Suffolk Council Boost - Wellness Personal Toolkit	5,000	–	(5,000)	–	–
SCF - Fonnereau Road Health Foundation Fund	4,583	–	(4,583)	–	–
CAF American Donor Fund	2,000	–	(1,386)	–	614
Harris Family Fund-Suffolk Community Foundation	3,000	–	(750)	–	2,250
East of England CoOp-Suffolk Community Foundation	5,000	–	(2,854)	–	2,146
St James Place Charitable Foundation	2,500	–	(1,352)	–	1,148
East Suffolk Council - Warm Room	500	–	(500)	–	–
Mrs L D Rope Third Charitable Settlement	5,000	–	(5,000)	–	–
SCC Engaged Communities- Public Health Tackling Poverty	15,000	–	(10,667)	–	4,333
Simpson Fund	–	2,000	(2,000)	–	–
Suffolk Carers Fund	–	19,092	(6,900)	–	12,192

The Pear Tree Fund

Notes to the financial statements *(continued)*

Year ended 31 December 2023

	69,050	52,092	(83,783)	71	37,430
	1,178,345	205,797	(299,123)	-	1,085,019
	Balance at 1 Jan 2022	Income	Expenditure	Transfers	Balance at 31 Dec 2022
		£	£	£	£
Unrestricted funds					
General funds	1,006,606	122,710	(226,459)	-	902,857
Designated fund: Pear Tree Running Costs Fund	90,000	-	-	-	90,000
Designated fund: Care packages	30,000	-	-	-	30,000
Designated fund: Legacy Ring Fenced	63,938	-	-	-	63,938
Designated fund: Legacy Cost Support	22,500	-	-	-	22,500
	3,638,784	586,396	(908,488)	71	3,316,763
Restricted funds					
Norfolk Community Foundation	850	-	(850)	-	-
University of East Anglia	820	-	(820)	-	-
Suffolk Community Foundation - art therapy	8,834	-	(8,546)	-	288
East Suffolk Council Boost Scheme	3,312	-	(3,312)	-	-
Halesworth Town Council	3,000	-	(3,000)	-	-
The Big C Appeal	-	30,000	(30,000)	-	-
February Foundation	-	7,500	(7,500)	-	-
Heveningham Hall Cost Support	-	10,000	(10,000)	-	-
East Suffolk Council Locality Budget (Tony Goldson)	-	1,000	(800)	-	200
Norfolk and Waveney CCG	-	3,990	(3,990)	-	-
East Suffolk Council - Mental Health Art Therapy	-	5,000	(2,480)	-	2,520
Suffolk Community Foundation - cancer screening	-	4,000	-	-	4,000
SCC Locality Budget - Annette Dunning	-	1,000	(800)	-	200
Mrs Smith and Mount Trust	-	3,000	(3,000)	-	-
East Suffolk Council - Dementia Project (Hopes and Dreams)	-	5,000	(510)	-	4,490
Suffolk County Council - Household Support	-	10,000	(5,003)	-	4,997
SCC Engaged Communities Public Health	-	10,000	(228)	-	9,772
East Suffolk Council Boost - Wellness Personal Toolkit	-	5,000	-	-	5,000
SCF - Fonnereau Road Health Foundation Fund	-	5,000	(417)	-	4,583
CAF American Donor Fund	-	2,000	-	-	2,000
Harris Family Fund-Suffolk Community Foundation	-	3,000	-	-	3,000

The Pear Tree Fund

Notes to the financial statements *(continued)*

Year ended 31 December 2023

East of England CoOp-Suffolk Community Foundation	–	5,000	–	–	5,000
St James Place Charitable Foundation	–	2,500	–	–	2,500
East Suffolk Council - Warm Room	–	500	–	–	500
Mrs L D Rope Third Charitable Settlement	–	5,000	–	–	5,000
SCC Engaged Communities-Public Health Tackling Poverty	–	15,000	–	–	15,000
	<u>16,816</u>	<u>133,490</u>	<u>(81,256)</u>	<u>–</u>	<u>69,050</u>
	<u>1,229,860</u>	<u>256,200</u>	<u>(307,715)</u>	<u>–</u>	<u>1,178,345</u>

Designated funds have been set aside to cover the running costs of the Pear Tree Centre and to provide care packages. They also include the proceeds of legacies which the trustees wish to ringfence towards funding a retail shop manager for the charity shop for two years.

Suffolk Community Foundation provided a grant toward art therapy courses in 2021. All of the balance brought forward of £288 has been spent during the year.

Halesworth Town Council provided a grant of £5,000 towards 'Cooking for One' groups.

During the year grants were received from The Big C Appeal totalling £30,000 towards running costs of the centre. The full balance of this grant has been spent during the year.

£1,000 was received from both East Suffolk Council and Suffolk County Council Locality Budgets towards women's and men's wellbeing project in 2022. All of the balance brought forward of £400 has been spent during the year.

A grant of £5,000 was received from East Suffolk Council towards costs associated with the Mental Health Art Therapy project in 2022. All of the balance brought forward of £2,520 has been spent during the year.

£4,000 was received from Suffolk Community Foundation in relation to the Cancer Screening project in 2022. This project did not go ahead as planned and so the grant was clawed back in 2023.

£5,000 was received from East Suffolk Council towards costs associated with the Dementia Project (Hopes and Dreams) in 2022. All of the balance brought forward of £4,490 has been spent during the year.

A grant of £10,000 was provided by Suffolk County Council to provided Household Support in 2022. £2,074 of the £4,997 brought forward was spent during the year leaving a balance carried forward of £2,923.

£10,000 was received from SCC Engaged Communities Public Health towards recovery and wellness living beyond covid in 2022. £2,948 of the £9,772 brought forward was spent during the year leaving a balance carried forward of £6,824.

East Suffolk Council provided a grant of £5,000 towards the Wellness Personal Toolkit project in 2022. All of the balance brought forward of £5,000 has been spent during the year.

£5,000 was received from SCF - Fonnereau Road Health towards individual counselling costs over 12 month in 2022. All of the balance brought forward of £4,583 has been spent during the year.

CAF America Donor Fund provided a grant of £2,000 towards costs of garden planting, bin and equipment in 2022. £1,386 of the £2,000 brought forward was spent during the year leaving a

The Pear Tree Fund

Notes to the financial statements *(continued)*

Year ended 31 December 2023

balance carried forward of £614.

£3,000 was received from Harris Family Fund - Suffolk towards the Beccles Outreach project in 2022. £750 of the £3,000 brought forward was spent during the year leaving a balance carried forward of £2,250.

East of England Co-Op provided £5,000 and St James Place Charitable Foundation provided £2,500 towards costs associated with the Cooking for One project in 2022. £2,854 of the £5,000 brought forward was spent during the year leaving a balance carried forward of £2,146. £1,352 of the £2,500 brought forward was spent during the year leaving a balance carried forward of £1,148.

£500 was provided by East Suffolk Council towards costs of the Warm Room project in 2022. All of the balance brought forward of £500 has been spent during the year.

£5,000 was received from Mrs L D Rope Third Charitable Settlement towards the Wellbeing Programme, Improving Life Chances in 2022. All of the balance brought forward of £5,000 has been spent during the year.

£15,000 was received from SCC Engaged Communities - Public Health Tackling Poverty towards delivery of information and advice and group therapeutic workshops in 2022. £10,667 of the £15,000 brought forward was spent during the year leaving a balance carried forward of £4,333.

£2,000 was received from Suffolk Community Foundation - Simpson Fund towards the Pear Tree Living Well in Later Years. The full balance of this grant was expended during the year.

Suffolk Community Foundation provided a grant toward art therapy courses. A total of £6,900 has been spent during the year, leaving a balance of £12,192 carried forward.

The Pear Tree Fund

Notes to the financial statements *(continued)*

Year ended 31 December 2023

18. Analysis of net assets between funds

	Net current assets £	Tangible fixed assets £	Total Funds 2023 £
Restricted Income Funds:			
Halesworth Town Council	5,000	–	5,000
Suffolk County Council - Household Support	2,923	–	2,923
SCC Engaged Communities Public Health	6,824	–	6,824
CAF American Donor Fund	614	–	614
Harris Family Fund-Suffolk Community Foundation	2,250	–	2,250
East of England CoOp-Suffolk Community Foundation	2,146	–	2,146
St James Place Charitable Foundation	1,148	–	1,148
SCC Engaged Communities-Public Health Tackling Poverty	4,333	–	4,333
Suffolk Carers Fund	12,192	–	12,192
	<u>37,430</u>	<u>–</u>	<u>37,430</u>
Unrestricted Income Funds:			
General Funds	24,207	816,944	841,151
Designated Fund: Pear Tree Running Costs Fund	90,000	–	90,000
Designated Fund: Care Packages	30,000	–	30,000
Designated Fund: Legacy Ring Fenced	63,938	–	63,938
Designated Fund: Legacy Cost Support	22,500	–	22,500
Total Funds	<u>268,075</u>	<u>816,944</u>	<u>1,085,019</u>

	Net current assets £	Tangible fixed assets £	Total Funds 2022 £
Restricted Income Funds:			
Suffolk Community Foundation - art therapy	288	–	288
East Suffolk Council Locality Budget (Tony Goldson)	200	–	200
East Suffolk Council - Mental Health Art Therapy	2,520	–	2,520
Suffolk Community Foundation - cancer screening	4,000	–	4,000
SCC Locality Budget - Annette Dunning	200	–	200
East Suffolk Council - Dementia Project (Hopes and Dreams)	4,490	–	4,490
Suffolk County Council - Household Support	4,997	–	4,997
SCC Engaged Communities Public Health	9,772	–	9,772
East Suffolk Council Boost - Wellness Personal Toolkit	5,000	–	5,000
CAF American Donor Fund	2,000	–	2,000
Harris Family Fund-Suffolk Community Foundation	3,000	–	3,000
East of England CoOp-Suffolk Community Foundation	5,000	–	5,000
SCF - Fonnereau Road Health Foundation Fund	4,583	–	4,583
St James Place Charitable Foundation	2,500	–	2,500
East Suffolk Council - Warm Room	500	–	500
Mrs L D Rope Third Charitable Settlement	5,000	–	5,000
SCC Engaged Communities-Public Health Tackling Poverty	15,000	–	15,000
	<u>69,050</u>	<u>–</u>	<u>69,050</u>
Unrestricted Income Funds:			
General Funds	59,949	842,908	902,857
Designated Fund: Pear Tree Running Costs Fund	90,000	–	90,000

The Pear Tree Fund

Notes to the financial statements *(continued)*

Year ended 31 December 2023

Designated Fund: Care Packages	30,000	–	30,000
Designated Fund: Legacy Ring Fenced	63,938	–	63,938
Designated Fund: Legacy Cost Support	22,500	–	22,500
Total Funds	<u>335,437</u>	<u>842,908</u>	<u>1,178,345</u>

19. Operating lease commitments

The total future minimum lease payments under non-cancellable operating leases are as follows:

	2023	2022
	£	£
Not later than 1 year	–	<u>18,000</u>

20. Related parties

Donations without conditions totalling £200 (2022: £240 from one trustee) were received from one trustee during the year.

50:50 club income of £120 was received from one trustee (2022: £360 from three trustees). 50:50 club prizes of £115 were paid to one trustee (2021: £178 to three trustees).