



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From Period start date : 1st July 2021
2022

To Period end date: 30th June

Charity name: THE CARIBBEAN ELDERLY HAIROUN DAY CENTRE

Charity registration number: [1013824](#)

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Improve the welfare of the elderly in the High Wycombe area, without discrimination. To advance the physical & mental health of the elderly by promoting social inclusion, appropriate exercises and nutritional meals.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Provision of help & support to the elderly, their next of kin and carers. Exercise of Upper & Lower body as well as sensory organs.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	In our planning for the year, we have kept in mind the Charity Commission's guidance on public benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>This year, we have maintained our transportation service to get clients to the centre. They have been fed nutritional meals.</p> <p>We have introduced more upper & lower body exercises to aid mobility and improve health.</p> <p>Started to clear up our garden area, to help the elderly promote feelings of accomplishment and competence. It has also helped them psychologically.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The Charity continues to face challenges in its finances and the revenue from clients and grants is not covering the outlay.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserves were designed to give the charity 6 months operating costs in case of force majeure. However covid and falling numbers mean that the reserved have been deployed to keep the charity solvent
Amount of reserves held	Para 1.22	£30,328
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	The general fund has been impacted by covid 19 and loss of clients who have died or gone into care
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	The charity requires an increase in clients and grant income to be sustainable.

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		Constitution adopted October 1998
Type of governing document (trust deed, royal charter)	Para 1.25	Charitable Association
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Unincorporated Association
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustees are appointed bi-annually at an AGM

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	THE CARIBBEAN ELDERLY HAIROUN DAY CENTRE
Other name the charity uses	The Hairoun Elderly Day Centre
Registered charity number	1013824
Charity's principal address	Lady Verney Close High Wycombe Buckinghamshire HP13 6TB

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Paul Hodgson	Chair	2022	Management Committee
2	Kojo Bonsu		2022	Management Committee
3	Makeda Bonsu		2022	Management Committee
4	Dwight Bushay	Vice Chair	2022	Management Committee
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Paul Hodgson	
Position (eg Secretary, Chair, etc)	Chair	
Date	27 th April 2023	










TAR-DOC 2022

Final Audit Report

2023-04-29

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Caribbean Elderly Hairoun Day Centre

Annual Accounts

30th June 2022

Registered Charity no: 1013824

Caribbean Elderly Hairoun Day Centre
Registered Charity no: 1013824

Statement of Financial Activities for the year ended 30th June 2022


	Note	Unrestricted Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
Incoming Resources					
<i>Incoming resources from generated funds</i>					
Voluntary Income:					
Donations	3	2,882		2,882	865
Grants	4	1,000	10,560	11,560	19,130
Covid, furlough claims & Grant	4	-		-	32,565
Sub total voluntary Income		3,882	10,560	14,442	52,561
Activities for generating funds					
Fundraising activities	5	1,049	-	1,049	4,477
		-		-	-
		1,049	-	1,049	4,477
Investment income	6	0	-	0	1
Incoming resources from Charitable activities					
Day Care Provision	7	39,044	-	39,044	16,594
		-	-	-	-
		39,044	-	39,044	16,594
Other incoming resources	8	-	-	-	-
Total Incoming resources		43,976	10,560	54,536	73,632
Resources Expended					
<i>Costs of generating funds:</i>					
Cost of generating Voluntary income	9	-	-	-	-
Fundraising trading costs	10	-	-	-	-
Cost of generating Investment income	11	104	-	104	64
		104	-	104	64
Charitable Activities					
Day Care Resources	12	46,090	7,520	53,610	49,954
Support Costs	13	15,968	-	15,968	2,394
		62,058	7,520	69,578	52,349
Governance Costs	14	2,405	-	2,405	1,193
Losses through Depreciation	15	-	239	239	319
Total Resources Expended		64,567	7,759	72,326	53,925
Net Incoming Resources		- 20,591	2,801	- 17,791	19,708
Total funds brought forward	20	40,795	1,803	42,597	22,890
Gross Transfers between Funds	21	-	-	-	24,697
	21	-	-	-	- 24,697
Prior Year Adjustment	1.4	-	-	-	-
Balance carried forward as at 30th June 2021		20,203	4,603	24,806	42,597

Caribbean Elderly Hairoun Day Centre
Registered Charity no: 1013824

Balance Sheet as at 30th June 2022

	Notes	2022	2021
Fixed Assets	15	718	1,277
Intangible Assets		-	-
		<u>718</u>	<u>1,277</u>
Current Assets			
Debtors	17	12,300	347
Cash at bank & in hand	18	<u>12,756</u>	<u>22,000</u>
		25,056	22,347
Liabilities: amounts falling due within one year	19	1,409	734
Net Current Assets		<u>24,365</u>	<u>22,890</u>
Funds			
Unrestricted Fund Balance		19,762	- 3,852
Restricted Fund Balance		4,603	26,742
Total Charity Funds		<u>24,365</u>	<u>22,890</u>

Approved by the Trustees and signed on their behalf by:

	}	Paul Hodgson
	}	
Mar 31, 2023	}	Dated

Caribbean Elderly Hairoun Day Centre

Registered Charity no: 1013824

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30TH JUNE 2022

1 . Accounting Policies

The principle accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the preceeding year.

1.1 Basis of preparation

- (i) These accounts are the accounts of the Caribbean Elderly Hairoun Day Centre
- (ii) These accounts have been prepared on the accrual basis and include income and expenditure as they are earned or incurred, rather than as cash is received or paid.
- (ii) The Statement of Recommended Practice - (SORP 2005) has been followed in the preparation of these accounts.

1.2 Fund accounting

- (i) The charity's unrestricted general fund consists of funds which the charity may use for its purposes at its discretion.
- (ii) The charity's restricted funds are those where the donor has imposed restrictions on the use of the funds which are legally binding.

1.3 Change in basis of accounting

- (i) There has been no change to the accounting policies (valuation rules and methods of accounting) since last year.

1.4 Changes to previous accounts

- (i) No changes have been made to the accounts for previous years.

2.1 Incoming Resources

- (i) All income is accounted for when the charity has entitlement, there is certainty of receipt and the amount is measurable.
- (ii) Grants and donations are only included in SOFA when the charity has unconditional entitlement to resources.
- (iii) The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.
- (iv) Investment income is included in the accounts when receivable.

2.2 Resources Expended

- (i) Resources expended are included in the Statement of Financial Activities on an accrual basis inclusive of any VAT which cannot be recovered.
- (ii) Grants and donations are only included in SOFA when the charity has unconditional entitlement to resources.
- (iii) The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.
- (iv) Investment income is included in the accounts when receivable.
- (v) Administrative expenditure comprises costs incurred in running the charity. Where applicable, some of these costs have been treated as direct charity costs.

Caribbean Elderly Hairoun Day Centre
Registered Charity no: 1013824

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 30TH JUNE 2022

3 Donated Income	2022	2021
	£	£
Covid related		
General Donations	2882.15	865
Bequests & Legacies	-	-
Mini-Bus Donations	-	-
	<u>2,882</u>	<u>865</u>
4 Grant Income	2022	2021
	£	£
Bucks County Council - Core Grant	7,520	7,520
Global Fund UK	-	10,000
Other - Covid related	3,040	32,565
Paypal Fund	-	1,610
GroundWork	1,000	
	<u>11,560</u>	<u>51,695</u>
5 Fundraising Activities	2022	2021
	£	£
Food Sales		
Sponsored Income	1,049	4,477
Mini-bus hire		
Event Income - Cricket match	-	-
Commission	-	-
	<u>1,049</u>	<u>4,477</u>
6 Investment Income	2022	2021
	£	£
Bank Interest Received	<u>0</u>	<u>1</u>
7 Day Care Income	2022	2021
	£	£
Local Authority Clients	6,360	4,739
Self-funded Clients	32,684	11,855
	<u>39,044</u>	<u>16,594</u>
8 Other Income	2022	2021
	£	£
Oline Filing Incentive	-	-
Miscellaneous Income	-	-
	<u>-</u>	<u>-</u>

Caribbean Elderly Hairoun Day Centre
Registered Charity no: 1013824

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 30TH JUNE 2022

9 Cost of Generating Voluntary Income	Unrestricted Funds	Restricted Funds	2022 Total	2021 Total
	£	£	£	£
Staff Cost	-	-	-	-
Staff Expenses	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

10 Fundraising Trading Costs	Unrestricted Funds	Restricted Funds	2022 Total	2021 Total
	£	£	£	£
Public Collection Resources		-	-	-
Supplies for Community Event		-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

11	Unrestricted Funds	Restricted Funds	2022 Total	2021 Total
	£	£	£	£
Bank Charges	5		5	64
Finance Charge	99		99	
Interest paid	-		-	-
	<u>104</u>	<u>-</u>	<u>104</u>	<u>64</u>

12 Day Care Resources	Unrestricted Funds	Restricted Funds	2022 Total	2021 Total
	£	£	£	£
Staff Costs	36,713	7,520	44,233	44,910
Groceries	3,569		3,569	1,273
Mini-Bus Expenses	4,020		4,020	2,883
Client Welfare Resources	407		407	194
Day Centre Running Costs	1,381		1,381	694
	<u>46,090</u>	<u>7,520</u>	<u>53,610</u>	<u>49,954</u>

13 Support Costs	Unrestricted Funds	Restricted Funds	2022 Total	2021 Total
	£	£	£	£
Staff Costs	12,890	-	12,890	-
Staff Expenses - Mileage	-	-	-	152
Administration	1,167	-	1,167	1,460
IT	433	-	433	92
Insurance	611	-	611	532
Equipment	51	-	51	-
Gift & Donations	20	-	20	-
Repairs & Maintenance	637	-	637	-
Subscription & Memberships	159	-	159	158
Other Expense	-	-	-	-
	<u>15,968</u>	<u>-</u>	<u>15,968</u>	<u>2,394</u>

Caribbean Elderly Hairoun

Registered Charity no: 1013824

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30TH JUNE 2022

14 Governance	2022	2021
DBS check cost	-	-
Accounting & Payroll	2,405	1,193
Compliance Costs		
Trustee's Expenses	-	-
	2,405	1,193

Tangible

15	Motor Vehicle	Centre Equipment	Computer Equipment	Total
At 1 July 2021	30,581	7,169	498	38,248
Additions	-	-	-	-
At 30 June 2022	30,581	7,169	498	38,248

Depreciation

At 1 July 2021	29,855	6,938	498	37,291
Charge for the period	182	58		239
At 30 June 2022	30,037	6,996	498	37,530

Net book Value

At 1 July 2021	726	231	-	958
At 30 June 2022	545	173	-	718

Annual Depreciation Rate

	25%	25%	20%
Basis	Reducing	Reducing	5 Year

15 Losses Through Depreciation

	Unrestricted	Restricted	2022 Total	2021
Depreciation	-	-	239	319

Caribbean Elderly Hairoun Day Centre

Registered Charity no: 1013824

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30TH JUNE 2022

20 Fund Balances (1)

		Balance	Income	Expenditure	Transfers	net Inflow/Outflow	Balance
		1 Jul 2021	in year	in year	in year	w	30 Jun 2022
Restricted							
Mini-Bus Fund	(i)	-	-	-	-	-	-
Client Welfare Fund	(ii)	1,802.57	-	-	-	-	1,802.57
General Fund	(iii)	-	10,560.00	7,759.40	-	2,800.60	2,800.60
						-	
		1,802.57	10,560.00	7,759.40	-	2,800.60	4,603.17
Unrestricted							
Reserves	(iv)	30,328.34	-	-	-	-	30,328.34
Capital & Equipment Fur	(v)	-	-	51.48	-	51.48	51.48
Client Welfare Fund	(vi)	5,822.85	3,882.15	406.51	-	3,475.64	9,298.49
General Fund	(vii)	4,643.40	39,652.21	64,109.20	-	24,456.99	19,813.59
		40,794.59	43,534.36	64,567.19	-	21,032.83	19,761.76
At 30 June 2022		42,597.16	54,094.36	72,326.59	-	18,232.23	24,364.93

21

		Balance	Income	Expenditure	Transfers	Net Inflow/Outflow	Balance
		1 Jul 2021	in year	in year	in year		44,742.00
Mini-Bus Fund	(i)	-	-	-	-	-	-
Client Welfare Fund	(ii)	7,625.42	3,882.15	406.51	-	3,475.64	11,101.06
General Fund	(v)	4,643.40	50,212.21	71,868.60	-	21,656.39	17,012.99
Reserves	(vi)	30,328.34	-	-	-	-	30,328.34
Capital & Equipment Fur	(vii)	-	-	51.48	-	51.48	51.48
Total Funds		42,597.16	54,094.36	72,326.59	-	18,232.23	24,364.93

NOTES

(i) Mini-Bus Fund

The Mini-bus is funded from an Age-Concern Grant, donations and fundraising during the year. The written down value of the bus is set aside each year to assist in funding future purchases. Due to Covid losses this fund has been considerably depleted & funds have been used for the centre running costs

(ii) Client Welfare Fund

The Client Welfare Fund consists of income and expenditure for specific projects for client well-being, such as gardening, mental health & physical exercise. The fund also funds the Christmas dinner for clients and any trips and outings.

(iii) General Fund

The General Fund maintains the core funding of the charity to provide day care provision for the elderly, and those with physical and mental support needs. Funds are provided by charges directed to clients and to the local authority, as well as additional grants. This fund is now overdrawn due to Covid losses and reserves will need to be accessed in the next year to ensure the charity can continue to function.

(iv) Reserves

Charity provides for a reserve of at least 6 months running cost of the Charity. Whilst it is unrestricted, its usage is limited to a 'force majeure' being inflicted upon the charity and by decision of a quorum of the management committee and trustees. 20% of the General unrestricted surplus for the year is transferred to the reserve fund & the minimum reserve is currently set at £30,000.

(v) Capital & Equipment Fund

The Capital & Equipment Fund provides for the funding and replacement of the centre's equipment, including computer hardware and software, kitchen appliances, clients specialist equipment and general fixtures and fittings. It is provided for each year by the written down value of the current equipment. This has been depleted due to Covid losses.

Hairoun SORP accounts 2022 - Corporated Master .xls 1.2

Final Audit Report

2023-03-31

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Independent examiner's report to the trustees of the Caribbean Elderly Hairoun Day Centre

I report on the accounts of the Trust for the year ended Caribbean Elderly Hairoun Day Centre **for the year ended 30th June 2022** which are set out on pages **1 to 8**.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement


In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

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

have not been met; or

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

Signed: 

Name: **Jackie Stewart**

Relevant professional qualification or body: **Association of Accounting Technicians**

Address: **27 Old Gloucester Street, London, WC1X 3AN**

Date: Mar 21, 2023






Independent examiner 2022

Final Audit Report

2023-03-21

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