

THE HAILEY CENTRE

REPORT FOR THE YEAR 2022/2023

Objects and Powers

The Trust is established for the benefit of older people in the Parish of Sawbridgeworth with the object of improving their quality of life.

This past year has been another rather difficult one in as much as numbers returning after the restrictions imposed by the pandemic plus the rising cost of food has made our users more cautious about coming out again. However, on the bright side we have returned to our normal programme of events and activities as follows: The following numbers are for the whole year.

- The Centre served a total of 3,565 delicious, nutritious and tasty meals during the year which includes special events i.e. Christmas and other celebrations. This service is highly valued by our users and while we had to increase the cost per meal during the year all those recipients felt it was good value for money. Saturday mornings are still popular with an average of 25-30 people per morning.
- Weekly activities included - Chair based Yoga and general fitness sessions attracted 958 users; Bingo 1,151, this is still a popular activity and keeps participants mentally alert listening to the Caller and counting numbers. Whist 158; Tea mornings Monday and Friday 10-12 per morning.
- Monthly activities covered – Shopping bus 66; Cinema 74; Quiz 300; Chiropodist 480; by booked appointments. This is a much valued service for our users. We are also grateful to the Hertfordshire Hearing Aid Charity which provides a Hearing Aid professional to help users with problems with their hearing aid devices. This is not a booked service but managed by Hailey Centre staff on a first come first served basis. People using this service are invited to give a voluntary contribution to the Hearing Aid charity. The Bereavement Café is held fortnightly and was part funded via County Cllr. Eric Buckmaster's Locality budget and again this is a much appreciated service. We are also extremely fortunate in having a professional and colourful monthly Newsletter produced by Mr. Ted Noakes, a long serving Trustee which is a great vehicle for publicising our outreach to the community.
- External users include – Slimming World; Pilates; Sawbridgeworth History Society; Sawbridgeworth Trust, AGM's for Rowney Gardens and Pishiobury Park groups. U3A Gardening Group and U3A Singing Group. Both these groups meet in the daytime and are open to our users to attend. U3A also hold a monthly Leaders' group meeting at the Centre.

The Trustees are looking at exciting plans to refurbish the Centre and to upgrade our current offer to users and hirers going forward. So watch this space!

The Board met on four occasions during the period covered by this report and has dealt with matters relating to the efficient running of the Centre including reviewing all our policies with professional input from Mr. Ross Leary. We also routinely review our financial management arrangements, staffing and rates of pay.

The serving Trustees are:

Councillors – Mrs. Angela Alder – Chairman)

Mr. John Burmicz) four year terms until May 2023

Mr. Greg Rattey) Resigned January 2023

Community – Mr. Eric Buckmaster)

Mr. Colin Gill – Honorary Treasurer)

Mr. Ted Noakes) three year terms until 2024

Mr. Adrian Robinson)

Mrs. Debbie Dyball)

During this year we were delighted to welcome Debbie Dyball as a new Trustee and Nickie Hancock as Honorary Secretary. We were sorry to receive the resignation of Mr. Rattey but thank him for his service and contribution while Sawbridgeworth Mayor.

The Board is grateful to the Town Council for the grant towards the cost of utilities and to Hertfordshire County Council Social Services for its grant towards staffing costs.

The Board gratefully acknowledges the very generous donations during the year from relatives and friends who expressly remember the Centre often through collections made at Funerals and Thanksgiving for the lives of loved ones. Contributions from all sources of financial support are much appreciated and help to keep the running costs down and continue to keep the Centre a welcoming, attractive and vibrant place to visit for the older people of Sawbridgeworth. Two years ago the Board took the decision that major fund raising events should be held on the back of town centre activities. Unfortunately, it was felt by the Manager and volunteers that as all activities are located around Fair Green and the Memorial Hall there was little point to opening the Centre for a fund raising event during this May Day holiday. The Board is very aware of the pressure on local authorities and makes every effort to control expenses as well as raise funds for the benefit of the users of the Centre. The Board is fortunate in having an excellent Honorary Treasurer who keeps a tight control on expenditure.

I am pleased to report our continued good relationship with Sawbridgeworth Town Council officers which has in the recent past enabled the Centre to utilise the Council Chamber for some fund raising events.

On the staff side there have been some changes of the catering staff with the Assistant Cook moving to become head Cook and a new Assistant recruited. We are blessed with a really enthusiastic Manager who has developed a well-honed and happy team due to her excellent leadership qualities. Our employees have the option to join the pension scheme if they wish and the Board is grateful for the expertise of our Honorary Treasurer, Mr. Colin Gill, who has ensured that we are legally compliant with a properly validated Pension Scheme for Centre employees.

The Board wishes to acknowledge with grateful thanks the valuable contribution of the volunteers who give so much help and support to the Centre. The Board would also wish to place on record their thanks to the staff and especially to the Centre Manager who has provided a welcoming smile and a listening ear to our visitors and users during this particularly difficult period when we have been open for business. It is also my very real pleasure to place on record my thanks to my fellow Trustees for their support and input throughout the year. Their individual contributions are too many to itemise here but very much appreciated by staff, users and myself as Chairman.

Thank you

Angela Alder
Chairman of the Board of Trustees
March 2023

Friends of The Hailey Day Centre

Registered Charity No : 1030820

Balance Sheet as at 31 March 2023

	Note	£	31 March 2023 £	£	31 March 2022 £
General Reserve					
Brought Forward		95,996		84,373	
Net Surplus / (Deficit)		<u>-3,154</u>		<u>11,623</u>	
Carried Forward			<u>92,842</u>		<u>95,996</u>

Represented By:-

Current Assets	2 & 8		
Cash at bank and in hand			
Barclays Current Account		71	7,136
Barclays Reserve		15,000	15,000
Barclays Savings Account		4	8,374
United Trust Reserve Account		77,717	64,830
Cheques / Cash not yet banked		0	606
Petty Cash Float		50	50
		<u>92,842</u>	<u>95,996</u>

Receipts & Payments Account for the 12 months to 31 March 2023

			12 Mths to 31/03/23	12 Mths to 31/03/22
		Note	£	£
Receipts	Events			
	Outings		0	0
	Various other activities		28,457	27,187
	Transport provided		739	368
			<u>29,196</u>	<u>27,555</u>
	Fund Raising			
	Grants and Contracts	3	18,877	31,360
	Hiring out Day Centre		7,001	5,204
	Donations	4	7,970	10,338
	Lottery		1,524	1,765
	Other fund raising activities		842	435
			<u>36,214</u>	<u>49,102</u>
	Financial			
	Interest		907	365
	Miscellaenous		0	0
			<u>907</u>	<u>365</u>
Total Receipts			<u><u>66,317</u></u>	<u><u>77,022</u></u>
Payments	Events			
	Various other activities		8,901	8,571
	Transport provided		530	152
	Lottery		560	775
			<u>9,991</u>	<u>9,498</u>
	Support			
	Admin staff salaries	7	44,507	46,855
	Staff training		488	23
	Repairs and Maintenance		3,475	2,728
	Equipment rental and supplies		2,426	1,667
	Utilities and insurance	6	5,704	4,599
	Miscellaeneous		1,673	29
			<u>58,273</u>	<u>55,901</u>
	Equipment	5	<u>1,207</u>	<u>0</u>
	Total Payments		<u><u>69,471</u></u>	<u><u>65,399</u></u>
Excess of Receipts over Payments for the period			<u><u>-3,154</u></u>	<u><u>11,623</u></u>

Approved by the Trustees on

and signed by

Chair Person

		2023	2022
		£	£
1	Basis of Accounting		
1.1	The accounts are prepared on a receipts and payments basis.		
2	Net Assets		
	There are no assets other than the cash funds shown on the Receipts and Payments Account		
3	Contracts		
	Herts County Council Adult Care Services restricted funds		
	Grants		
	in partnership with Herts Community Foundation	17,000	16,408
	Herts County Council Jubilee Grant	300	0
	Herts County Council Defibrillator Grant	250	0
	Herts County Council Staff Grant	327	0
	Herts County Council Bereavement Grant	0	323
	East Herts District Council Covid related Grants	0	8,000
	HMRC Corona Job Retention Scheme	0	5,629
	Sawbridgeworth Town Council	1,000	1,000
		<u>18,877</u>	<u>31,360</u>
4	Donations		
	Ms Nina Mitchell/Fringe	769	0
	Barratt Developments	1,000	0
	Mrs E Griffiths - Defibrillator	500	0
	Other Donations - Defibrillator	1,383	0
	King William PH Donations - Defibrillator	570	400
	Mayor's Charity	1,484	0
	The Grand Charity - Mason Lodge	500	0
	KTC News Donations	0	250
	Masonic Lodge Cheshunt	0	500
	St Michael's Lodge	0	1,000
	Other Masonic Lodges	0	500
	Legacy from Dorothy Smith	0	5,000
	Wright & Co Estate Agents	0	700
	Dorothy Blackaby Collection	0	500
	Sundry Donations	1,764	1,488
		<u>7,970</u>	<u>10,338</u>
5	Equipment		
	Bingo Machine	157	0
	Defibrillator	1,050	0
		<u>1,207</u>	<u>0</u>
6	Utilities, insurance and licences		
	Electricity	1,344	1,018
	Gas	1,173	1,138
	Water	1,003	499
	Telephone	632	578
	Insurance & Licences	1,552	1,366
		<u>5,704</u>	<u>4,599</u>
7	Staff salaries and expenses		
	Inland Revenue tax bill	4,398	5,034
	Salaries, pensions and expenses	40,109	41,821
		<u>44,507</u>	<u>46,855</u>
8	Income earned carried over to following year	1,700	0
	Income earned carried over from previous year	0	2,570

Independent Examiner's Report to the Trustees of the Friends of the Hailey Day Centre (Registered Charity No 1030820)

This report on the accounts of the Friends of the Hailey Day Centre ('the charity') for the year ended 31st March 2023, which comprise the attached Receipts and Payments Account, Balance Sheet and related notes. This report is made solely to the Trustees in accordance with Section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's Trustees those matters I am required to state to them in an Independent Examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's Trustees for my examination work.

Respective responsibilities of Trustees and Examiner

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

It is my responsibility to:

- ◆ examine the accounts (under Section 145 of the Charities Act);
- ◆ to follow the procedures laid down in the General Directions given by the Charity Commissioners (under Section 145(5)(b) of the Charities Act); and
- ◆ to state whether particular matters have come to my attention.

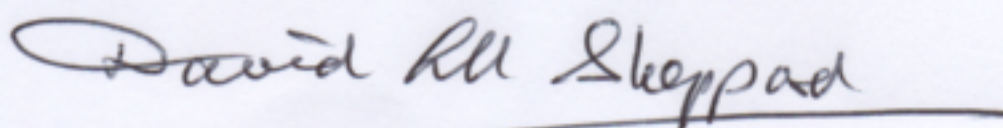
Basis of Independent Examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. That examination includes a review of the accounting records kept by the charity and a comparison of the accounts with those records. It also includes considering 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 Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the requirements of the 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.



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5th July 2023