

Woodside Bereavement Service

Report and Accounts

Year ended 31 December 2024

Stewardship 
Active generosity

1 Lamb's Passage, London EC1Y 8AB
www.stewardship.org.uk

WOODSIDE BEREAVEMENT SERVICE
LEGAL & ADMINISTRATIVE DETAILS
FOR THE YEAR ENDED 31 DECEMBER 2024

ADDRESS FOR CORRESPONDENCE	Waterside Centre 26 Avenue Road London SE25 5DX
GOVERNING DOCUMENT	Constitution dated adopted June 1994, amended April 2019
CHARITY REGISTRATION NUMBER	1041666
TRUSTEES RESPONSIBLE FOR MANAGING THE CHARITY	Vincent Atigla Anne Barcellos (resigned June 2025) Andy Bebington (appointed September 2025) Christine Carter Charles King (resigned June 2025) Linda Nicholas
BANKERS	The Co-operative Bank p.l.c.
INDEPENDENT EXAMINER	Jaimée Young Stewardship 1 Lamb's Passage LONDON EC1Y 8AB

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WOODSIDE BEREAVEMENT SERVICE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2024

Aims and purposes

Woodside Bereavement Service (WBS or 'the Service') is established to relieve persons resident in the London Borough of Croydon experiencing severe or prolonged shock or depression, arising from bereavement and loss.

Objectives and activities

WBS is committed to providing free support by trained volunteers to bereaved people through one-to-one counselling with selected and trained Christian counsellors. It assists them through their period of mourning and encourages acceptance of loss and re-adjustment. It also aims to educate and increase awareness of the nature of grief and bereavement. The Service is available to all those residing in the Borough of Croydon, regardless of race, colour, nationality, belief, age, gender, sexual orientation or physical disability.

In planning the activities the Trustees have applied the guidance on public benefit issued by the Charity Commission.

Volunteers

The Service would not be able to operate its current model without the time and input given freely by the volunteers both as counsellors and in the administration and management functions. Heartfelt thanks go to all the volunteers and friends in the community who help the Service to deliver its aims and objectives.

Structure, governance and management

The Service is constituted in accordance with its Constitution which is agreed in consultation with Trustees, Management Team [MT] and members.

The Service is overseen by the Trustees, who receive reports from the Management Team and consider any issues raised at their quarterly meetings. The Service continues to monitor and manage challenges in several key areas (Treasurer vacancy, available administrative hours, social media and marketing the service to attract donations, funding sources, access to suitable rooms and future use of the Waterside Centre). We have been unable to fill our Treasurer vacancy despite numerous adverts.

The day-to day management of the Service is carried out by the Management Team comprising representatives of the main operating areas. Their role consists of assessment of service performance, issues affecting delivery, following up fundraising possibilities and taking decisions on service amendments where necessary. A new procedure for DBS checks for renewals for existing and new counsellors (DBS Policy Statement on the Recruitment of Ex-offenders) was adopted in July.

The position of Children and Young People's Team Leader at Woodside Bereavement Service was accepted in October on a 2-year contract for 10 hrs per week.

Challenges into 2025/26

The National Lottery grant ended on 31 March 2025. The MT continues to work with trustees to identify and secure alternatives sources of funding. A joint meeting took place in February to service priorities which include strengthening our financial position and financial management, raising our profile on social media to attract regular donations, appointing more trustees (two trustees have recently stepped down) and a treasurer, and individual service priorities. Our commitment is to meet once or twice a year to discuss and review service plans, finances and our vision.

WBS is now one of two charities supported by the Mayor Croydon (May 2025-May 2026).

Financial review

During the year income decreased by £11,900 to £28,200, and expenditure increased by £2,600, to £29,200. As a result the cash held by the charity decreased by £1,000, to £49,000, of which £41,500 is unrestricted and can be used for any charitable purpose.

Reserves policy

The Trustees seek to retain one year's cover for expenditure, given the uncertainty of grant aid and (in particular) the financial position of Croydon Council, a former major funder. One year's cover is roughly £30,000, based on the expenditure for 2024. At the year end, the charity held unrestricted cash of £41,500 and the charity is complying with its reserves policy.

Responsibilities of trustees

Charity law requires us as Trustees to prepare financial statements for each accounting year which record the receipts and payments of the charity for the year.

We are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable us to ensure that the financial statements comply with the Charities Act 2011.

We also have a responsibility to safeguard the assets of the charity and to take reasonable steps to prevent fraud or any other irregularities.

Approval

This report was approved by the trustees and signed on their behalf by:


L.Nicholas (Oct 27, 2025 22:25:42 GMT)

Linda Nicholas

Chair of Trustees

Date: Oct 27, 2025

INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF
WOODSIDE BEREAVEMENT SERVICE

I report to the trustees on my examination of the accounts of Woodside Bereavement Service ('the charity') for the year ended 31 December 2024 on pages 5 to 7 following.

Responsibilities and basis of report

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

I report in respect of my examination of the charity'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 2011 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 accordance with section 130 of the 2011 Act; or
2. the accounts do not accord with the accounting records.

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

Jaimée Young
Stewardship
1 Lamb's Passage
LONDON
EC1Y 8AB

Date:

WOODSIDE BEREAVEMENT SERVICE
RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 DECEMBER 2024

	Notes	Unrestricted Funds		Restricted Funds	2024	2023
		General Funds	Designated Funds			
		£	£	£	£	£
Income receipts						
Donations		4,764	-	-	4,764	5,052
Gift aid receipts		202	-	-	202	1,522
National Lottery grant	4	-	-	21,435	21,435	30,840
Training income		889	-	-	889	2,235
Interest		756	-	-	756	400
Memberships		60	-	-	60	60
Other		67	-	-	67	-
Total receipts		<u>6,738</u>	<u>-</u>	<u>21,435</u>	<u>28,173</u>	<u>40,109</u>
Payments						
Payments in relation to charitable activities undertaken directly	2	2,937	-	26,218	29,155	26,590
Total payments		<u>2,937</u>	<u>-</u>	<u>26,218</u>	<u>29,155</u>	<u>26,590</u>
Net of receipts / (payments) before		3,801	-	(4,783)	(982)	13,519
Transfers between funds	4	-	-	-	-	-
Net movement in funds		<u>3,801</u>	<u>-</u>	<u>(4,783)</u>	<u>(982)</u>	<u>13,519</u>
Cash funds as at last year end		37,738	-	12,196	49,934	36,415
Cash funds at this year end	A	<u>41,538</u>	<u>-</u>	<u>7,413</u>	<u>48,951</u>	<u>49,934</u>

The notes on page 7 form part of these accounts.

WOODSIDE BEREAVEMENT SERVICE
STATEMENT OF ASSETS AND LIABILITIES
AS AT THE YEAR ENDED 31 DECEMBER 2024

	Notes	<u>Unrestricted Funds</u>			2024 £	2023 £
		General funds £	Designated funds £	Restricted funds £		
A Cash funds						
Cash at bank with immediate access		41,538	-	7,413	48,951	49,922
Petty cash		-	-	-	-	12
		<u>41,538</u>	<u>-</u>	<u>7,413</u>	<u>48,951</u>	<u>49,934</u>
B Other monetary assets						
Gift aid due to charity		390	-	-	390	481
Other		247	-	-	247	-
		<u>637</u>	<u>-</u>	<u>-</u>	<u>637</u>	<u>481</u>
C Liabilities						
Falling due within one year						
Fee for Independent Examination		750	-	-	750	700
Accrued expenses		1,208	-	-	1,208	1,040
		<u>1,958</u>	<u>-</u>	<u>-</u>	<u>1,958</u>	<u>1,740</u>
D Assets retained for charity's own use						
The charity owns minimal assets.						

The accounts were approved by the trustees and signed on their behalf by:

L. Nicholas

L. Nicholas (Oct 27, 2025 22:25:42 GMT)

Linda Nicholas

Date: Oct 27, 2025

The notes on page 7 form part of these accounts.

WOODSIDE BEREAVEMENT SERVICE
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2024

1 Accounting policies

The accounts have been prepared on a receipts and payments basis and comprise a statement that shows the charity's receipts and payments, a statement that summarises the charity's assets and liabilities and related notes. The accountancy profession have determined that only accounts prepared in accordance with applicable accounting standards present a 'true and fair' view and, as these receipts and payments accounts have not (and cannot) be prepared in accordance with accounting standards, these accounts do not present (and are not intended to present) a 'true and fair' view of the charity's financial activities and state of affairs.

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity. Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. Restricted funds are donations which are to be used in accordance with specific restrictions imposed by donors; they include donations received from appeals for specific activities or projects.

		<u>Unrestricted Funds</u>		Restricted Funds	2024	2023
		General funds	Designated funds			
		£	£	£	£	£
2 Payments in relation to charitable activities undertaken directly						
Employment costs	Note 3	-	-	11,089	11,089	11,532
Office rental		-	-	9,328	9,328	8,850
Travel		-	-	445	445	257
Insurance		-	-	668	668	578
Office costs		115	-	2,186	2,301	1,478
Equipment and resources		1,490	-	-	1,490	360
Professional fees		1,196	-	385	1,581	1,523
Training		-	-	2,118	2,118	1,690
Other costs		136	-	-	136	322
		<u>2,937</u>	<u>-</u>	<u>26,218</u>	<u>29,155</u>	<u>26,590</u>

3 Transactions with related parties

No payments were made to trustees or connected persons other than reimbursement on behalf of the charity.

4 Movement of funds

	Opening balance	Receipts	Payments	Transfers	Closing balance
	£	£	£	£	£
General funds	37,738	6,738	(2,937)	-	41,538
Restricted funds					
National Lottery grant	12,196	21,435	(26,218)	-	7,413
	<u>12,196</u>	<u>21,435</u>	<u>(26,218)</u>	<u>-</u>	<u>7,413</u>
Total funds	<u>49,934</u>	<u>28,173</u>	<u>(29,155)</u>	<u>-</u>	<u>48,951</u>