

Registered number: 02960617
Charity number: 1047605

Age Concern (Herne Bay)

operating as

Age UK Herne Bay & Whitstable
(A company limited by guarantee)

Trustees' report and financial statements

for the year ended 31 March 2022

Age UK Herne Bay & Whitstable
(A company limited by guarantee)

Contents

	Page
Reference and administrative details of the Charity, its Trustees and advisers	1 - 2
Chairman's statement	3
Trustees' report	4 - 11
Independent auditor's report on the financial statements	12 - 15
Statement of financial activities	16
Balance sheet	17
Statement of cash flows	18
Notes to the financial statements	19 - 36

Age UK Herne Bay & Whitstable
(A company limited by guarantee)

**Reference and administrative details of the Charity, its Trustees and advisers
for the year ended 31 March 2022**

Trustees

Dr R Wheeldon, Chairman
Mr C Jones, Vice Chairman
Mr J McPhie, Treasurer
Mrs E Denham
Mrs J Bedford
Mr I Valentine (resigned 17 July 2022)
Mr T Goodwin
Mr C A Mowatt
Dr N M Robertson
Mrs D A Shaw
Mrs C M Starkey

Company registered number

02960617

Charity registered number

1047605

Registered office

16 Reculver Road
Herne Bay
Kent
CT6 6LE

Chief executive officer

Mrs L Cowdry

Independent auditor

Kreston Reeves LLP
Chartered Accountants
Statutory Auditor
Montague Place
Quayside
Chatham Maritime
Chatham
Kent
ME4 4QU

Age UK Herne Bay & Whitstable
(A company limited by guarantee)

Reference and administrative details of the Charity, its Trustees and advisers (continued)
for the year ended 31 March 2022

Bankers

Barclays Bank PLC
130 Mortimer Street
Herne Bay
Kent
CT6 5EG

Solicitors

Girlings
39 William Street
Herne Bay
Kent
CT6 5NP

Age UK Herne Bay & Whitstable
(A company limited by guarantee)

Chairman's statement
for the year ended 31 March 2022

The most significant event for Age UK Herne Bay & Whitstable this year was the retirement of Sue Cliffe at the end of March 2022. As anyone who has had any connection with our organisation will know, for over 30 years we have had the good fortune to have the expertise of Sue Cliffe as our Chief Officer. Sue has been the most talented and innovative Chief Officer, and under her leadership we have been able to create the vibrant, extensive and successful organisation we have now. She has also had a unique ability to circumvent the many difficulties we have had over the last thirty years.

We are indebted to her for the hard work she has given us during her tenure. It was her skill and effort that enabled us to plan and build our extension which was opened in time to deal with increased pressure of work during the pandemic.

We are delighted to welcome Linda Cowdry to be our new Chief Officer from April 2022. Sue will be a hard act to follow, but Linda Cowdry will bring her own talents to the job. We are looking forward to working with her in the future to further development of our organisation.

We are still recovering from the global pandemic which has seen everyone struggling to maintain normal service. By following government guidelines and with the help of Age UK National we were able to provide emergency services for our clients at a time when the social care system was overstretched.

We have an ageing population which means that we have ever increasing pressures on our resources. At the same time the NHS is suffering the cumulative effects of years of underfunding, poor pay and staff shortage. These facts have all increased demand for our services. Local authority budgets are failing to keep pace with increasing inflation, leaving them with less money to fund necessary services. Services which used to be grant funded now rely on competitive tendering often on a county wide basis. This necessitates a lot more administrative effort, and results in extra work. So, we at Age UK Herne Bay & Whitstable are faced with an increased demand for and a reduced funding of services.

As always the trustees, staff and volunteers at Age UK Herne Bay and Whitstable have worked hard and found a way to continue to give our clients a high standard of the services they both need and want, and to introduce new services and activities to expand choices for both physical and mental activities and exercise. This would not have been possible without the opening of our extension, allowing the expansion of facilities to meet the new demands.

Having now been chair for over 35 years I was still amazed at the variety of events of the last year. As Chair, I would like to take this opportunity to thank everyone, Trustees, employees and volunteers alike for helping Age UK Herne Bay & Whitstable to continue and develop its service for its clients. We are a hugely successful organisation and will continue to provide the highest level of service for our clients.

Dr R Wheeldon, Chairman
Date:

Age UK Herne Bay & Whitstable
(A company limited by guarantee)

Trustees' report
for the year ended 31 March 2022

The Trustees present their annual report together with the audited financial statements of the Charity for the year ended 31 March 2022. The Annual report serves the purposes of both a Trustees' report and a Directors' report under company law. The Trustees confirm that the Annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the Charity qualifies as small under section 382 of the Companies Act 2006, the Strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

The Charity also trades under the name Age UK Herne Bay & Whitstable.

Objectives and activities

a. Policies and objectives

The Charity's objective is "to promote the relief of the elderly in any manner which now or hereafter may be deemed by the law to be charitable within the County of Kent with particular reference to Herne Bay and Whitstable and surrounding area.'

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

b. Volunteers

Our team of volunteers remained with us and averaged around 200. As society moved into the "New normal" we had to say "Goodbye and Thank You" to the furloughed workers from other sectors who had worked with us to support our most vulnerable through the pandemic. On the positive side, we were also able to welcome back some of our volunteers who had been self-isolating. Their input has been so welcomed.

Trustees would like to thank all our volunteers for their loyalty to the clients whom we are all here to support.

c. Main activities undertaken to further the Charity's purposes for the public benefit

Main activities undertaken to further the charity's purposes for the public benefit
All our charitable activities focus on the needs of older people and are undertaken to further our charitable purposes for the public benefit. Outlined below are services provided.

Achievements and performance

a. Key performance indicators

At Trustee meetings the Charity's up to date financial activity against budget, cash flow and bank balances are presented by the Treasurer and Finance Officer. The Chief Officer provides a written report at every Trustee meeting, outlining the Charity's current activities and any future threats or opportunities. Key senior members of staff also provide Trustees with written reports on the services they manage. Funding from statutory bodies comes with Key Performance Indicators. Reports to those bodies are provided as required by the agreements. Any continuation funding for services which are provided using the Charity's free reserves are made at the annual Budget meeting. The Chief Officer alongside the Finance Officer and Treasurer monitor the income and expenditure for each department at the end of every calendar month. If a department is not performing as predicted in the budget, any increase/decrease in activity that may require further discussion is reported at the next Trustee meeting.

Trustees' report (continued)
for the year ended 31 March 2022

Achievements and performance (continued)

b. Review of activities

The year 2021 to 2022 has seen gradual re-opening of the world and our centre-based activities as we all began to emerge from the Covid 19 pandemic. The year also saw the successful completion of our building extension works. We are very proud and grateful for our new facilities which have provided two great new spaces available for hire to local groups as well as new office space for tenants.

The year has been marked by adaptation and slow growth/ recovery as the Covid Vaccination Programme, Asymptomatic Testing regimes and our own risk mitigation measures allowed us to re-commence group activities in line with local and national restrictions. Recovery from the pandemic and the vulnerability of our client group has meant that the support we offer continues to be as vital as ever. It has been so important that the year saw the end of the "Stop, Start " culture that we had adapted to at the peak of the pandemic. Being able to move back to regular and ongoing face to face activity with clients across all our services has meant so much to them and us as an organisation. However, the impact of the pandemic continued throughout the year. It has taken time to support clients in re-joining group activities due to lack of confidence and reduced mobility caused by the lockdowns and our closures.

With the building closed for in-house services throughout the Covid duration, the Board of Trustees deemed it sensible to move forward with the building re-development plans in order to benefit from the fact that our builders W.W. Martin's could safely control the operation to extend the building, with minimal disruption to the ongoing services still being delivered from the premises. So from (dates of commencement) until (date of Handover) a brand new facade was created, grew and transformed the whole frontage of the Age UK HB&W building, and upon completion delivered much more space for our clients and the community to use, as well as additional rental office space and parking capacity to everyone visiting our premises. The Board's long term vision, primarily led by our former Vice Chair and latterly President, Ron Woodward M.B.E. had become a reality and it was so gratifying in November 2021 to invite his step daughter, T.V. personality Nicky Chapman to officially open the building and dedicate the two rooms by the new front entrance " Woodward Lounge" & "Bowley Lounge" in honour of the long and generous service of both Ron and our former Treasurer, David Bowley. It was a really special occasion to all those invited to attend and have a look round and recognise the efforts of everyone whose commitment and hard work had brought it about. Very sadly after a period of ill health, Ron Woodward passed away on 5th February 2022, but the warmth and affection he was held in, will live on in the building he has helped us all create and in the continuing good work undertaken by our wonderful organisation that he supported over so many years, in a town he loved and an area of Kent he made his home.

Bradbury Wellbeing Centre- Our social opportunities clients returned to the centre to enjoy the company of others, have a hot meal and take part in activities. For many it had been over a year of not seeing each other and the reunions were often emotional and fun filled!

Hazell Neville Dementia Day Care Centre- The return of the secure, centre- based sessions allowed carers of people living with dementia to have some much needed respite in the knowledge that their loved ones are cared for in a relaxed and stimulating environment.

A La Carted Meals Deliveries- Demand decreased slightly in line with clients re-attending day services and being able to get independent access to shopping themselves or via family/ carers but stabilised during the year.

The Laundry service- continued to provide much needed support to those unable to manage the task independently

Dementia Outreach- Continued to support carers of people living with dementia and the move back to ongoing and regular home visits was met with relief by all.

Dementia Drop-In Clinics- The service was able to move back to group drop-ins

Dementia Café's – Resumed in the centre and they could certainly be heard throughout the building

Age UK Herne Bay & Whitstable
(A company limited by guarantee)

Trustees' report (continued)
for the year ended 31 March 2022

Achievements and performance (continued)

COGS Clubs- The online group developed in response to covid gradually reduced in size as members voted with their feet to return to their face- to- face groups.

Independent Living Service- Continued to provide support and companionship in a flexible way that reflected restrictions but also allowed clients to regain access to their communities.

Personal Independence Program – this service is CCG funded and the staff have been able to make a full and active return to their roles in supporting clients and the local Primary Care Networks.

Shed Quarters (Mens Shed)- The development and progress of the project was slowed by the impact of Covid but the year saw a great team of Volunteer Shed Heads develop and two units were purchased to become home for a workshop and a social space. The spaces are now being put to good use with some great woodworking activity being undertaken.

Community Navigation Service- The Senior Navigator employed with the organisation continued to support her team across East Kent.

Support at Home (Thanet)- Funded by the CCG, Staff continued to offer clients practical and emotional support in the community to help avoid unnecessary hospital admissions.

Information and Advice- Demand for the service has soared and the ability to make home visits has been very welcome. Virtual/ phone support around form filling proved to be a difficult task for our Information and Advice Officer. The return of our volunteers and the recruitment of more to support form filling for benefits and blue badges has helped greatly in ensuring that older people receive the help they need to access financial help and support to fully engage and access their community.

Telephone Enquiries and Sign posting- Our reception team continue to be the very front line for information and signposting for local older people. They continue to ensure that all callers are given the information needed so they can access the support they need.

Befriending- Our team of volunteers were so relieved to be able to resume those essential home visits to their friends who they support to deal with loneliness and isolation

Marigold (Home Help Service) - continued to provide valuable domestic support to help people remain at home.

New services delivered during the year.

Digital Inclusion Programme

We were successful in our application for funding to facilitate a Digital Inclusion Programme. Never has there been a time where it has been more needed as more and more services have moved online and virtual contact via devices became the way many people kept up contact with family and friends when face to face contact was not possible.

Ladies that Lunch

The need for a monthly social/ lunch group was identified and developed by our Dementia Outreach Worker.

Walking Football

We were successful in our bid to secure funding to establish two walking football teams, one in Herne Bay and one in Whitstable. The teams are proving to be very popular thanks to our wonderful team of volunteer coaches and a real desire to resume physical activity and socialise with others.

Trustees' report (continued)
for the year ended 31 March 2022

Achievements and performance (continued)

Our average staff team during the year was 62 individuals working the equivalent of 37.58 full-time equivalent. The year saw many changes affecting our workforce, including the ending of the furlough scheme, and the completion of the organisational restructuring process to ensure that the workforce provided the flexibility needed at a time where services and the organisation need to be adaptable to ever changing methods of delivery in order to meet the needs of local older people.

Our local community have continued to offer their support to us and clients. Whether it be the local supermarkets, small and large businesses, local care homes, individual supporters and local school pupils, all provided practical and touching responses to requests made via social media to support our most vulnerable. Whether it was donations of tools and equipment for our Shed Quarters, cake making ingredients and decorations for seasonal baking with clients or the continued pro-bono advice provided to clients by Girlings Solicitors, the responses have been heart-warming.

c. Fundraising activities and income generation

The Charity does not employ the services of a professional fund raiser. The charity carries out a small amount of fundraising activities. No fundraising compliant were received in the year.

Financial review

a. Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

b. Reserves policy

Age UK Herne Bay & Whitstable has a commitment to older people and to all of its staff and volunteers.

The Board of Trustees has examined the requirement for free reserves, which are those unrestricted funds not invested, or designated for specific purposes or otherwise committed. The Trustees following due diligence consider that given the nature of our work this should be the equivalent of 3 months operating costs of service provision. This is a range between £320k and £350k. Current free reserves are £486,643.

- This level of free reserves does not include all of the costs that may be incurred in the event of the Charity ceasing to operate. This is because the Trustees believe that sudden closure, or the likelihood of all services ceasing at the same time to be remote.
- This Charity has shown stable and predictable income from a variety of sources for many years.
- The Trustees ensure that the Charity holds adequate insurance cover for business interruption. Insurance cover is reviewed on an annual basis or immediately if new services are introduced.
- The grants income for this charity all have notice periods. Such advance notice will enable any cessation of services or staff redundancies to be undertaken in a timely manner.
- Trustees believe that although there may be a reduction in some service provision other services will continue therefore not all the staff will be made redundant.
- The assets this charity owns are significant and outweigh liabilities.

Designated and reserve funds will be shown separately on the accounts and the purpose of such monies held will be clearly explained.

The Trustees actively review the major risks which the Charity faces on a regular basis and believe that the free reserves should be maintained at the levels stated above, combined with our annual review of the controls over key financial systems carried out through an internal audit programme, will provide sufficient resources in the event of adverse conditions.

Age UK Herne Bay & Whitstable
(A company limited by guarantee)

Trustees' report (continued)
for the year ended 31 March 2022

The Trustees have also examined other operational and business risks and confirm that they have established systems to mitigate the significant risks.

This policy will be reviewed annually.

Structure, governance and management

a. Constitution

Age Concern (Herne Bay) was incorporated on 16 August 1994 as a company limited by guarantee and not having a share capital under the Companies Act 1985. It is governed by its Memorandum and Articles of Association.

The objects for which the association is established are to promote the relief of the elderly in any manner which now or hereafter may be deemed by the law to be charitable within the County of Kent with particular reference to Herne Bay and district. The Charity is constituted under a Memorandum of Association dated 16 August 1994 and is a registered charity number 1047605.

b. Methods of appointment or election of Trustees

Trustees with suitable expertise are recruited to assist the existing trustees to manage Age UK Herne Bay & Whitstable. It is envisaged that all Trustees will have an interest in older people and an understanding of the difficulties some face in maintaining a fulfilling life.

The Executive Committee, which administers the Charity, consists of:

- (i) Honorary Officers
- (ii) Not more than 6 members/trustees elected at an Annual General Meeting
- (iii) Up to 2 persons appointed by the Local Authority non voting
- (iv) Up to 2 persons appointed by the District Health Authority non voting
- (v) Persons co opted by the Board of Trustees

All of the Board of Trustees are also Directors of the limited company. In accordance with the Charity's Articles of Association, the Honorary Officers are re-elected each year and other members of the Board of Trustees retire in rotation. One third of members retire each year and are eligible for re election. The Board of Trustees are entitled, as members, to appoint new Trustees during the year. This is then ratified at the annual general meeting.

c. Organisational structure and decision-making policies

The Trustees meet a minimum of five times each year. One week prior to the meeting, Trustees are sent the Chief Officer's Report, which outlines the day to day operations of Age UK Herne Bay & Whitstable since the last meeting. That report may also include specific decisions to be made by the Trustees. Any financial reports are also sent out one week prior to the meetings. Receiving reports prior to the meetings allows Trustees time to consider the content and request any further information they may require. Trustees administer the Charity and company. The Chief Officer manages the day to day operations of the charity's services. The Trustees are familiar with those activities and bear in mind Charity Commission guidance on public benefit when making decisions. To facilitate effective operations, the Chief Officer has delegated authority from the Trustees for operational matters including finance, employment of staff, recruitment of volunteers and the provision of services.

Trustees' report (continued)
for the year ended 31 March 2022

Structure, governance and management (continued)

d. Policies adopted for the induction and training of Trustees

New trustees undergo an orientation programme, as set out in the Trustee Induction Policy, which includes meeting the Chief Officer and an existing Trustee to discuss how the charity operates its day to day activities and its relationship with the national charity. Copies of relevant guidelines published by the Charity Commission, copies of Chief Officer Reports to Trustee meetings, and copies of previous minutes of Trustee meetings are provided. New Trustees visit the Reculver Road site to meet staff, other trustees, volunteers and clients to familiarise themselves with those involved with the charity's work. Trustees are also encouraged to attend relevant training events.

e. Pay policy for key management personnel

Senior staff pay grades are compared to other local charity staff with similar responsibilities. Staff pay increases are based on the anticipated grant income charged for service income and the previous year's overall financial position. Any agreed percentage increase is awarded to all staff following the annual budget meeting, except when legislation, such as the minimum wage increase, is implemented and any knock on effect on differentials.

f. Related party relationships

Age UK Herne Bay & Whitstable is a member of the Age England Association and a Brand Partner of Age UK. In October 2018, Age UK Herne Bay & Whitstable formed a Company Limited by Guarantee named Age Well East Kent in partnership with other Age UK's/Concerns in East Kent for the purpose of bidding for contracts and other funding to support our common Charitable Objectives.

g. Financial risk management

The Trustees have a risk management strategy/plan which comprises:

- An annual rolling programme to review the risks the Charity may face
- The establishment of systems and procedures to mitigate those risks identified in the plan
- The implementation of procedures designed to minimise any potential impact on the Charity should those risks materialise

The key controls used by the Charity include:

- Formal agenda for the Trustee Meetings
- Detailed strategic planning, budgeting and management accounting
- Established organisational structure and lines of reporting
- Formal lines of reporting
- Clear authorisation and approval levels
- Register of risks

One of the key elements in the management of financial risk is the establishment of a Reserves Policy and a regular review process to ensure adequate long term assurance of operational services.

Plans for future periods

The coming year

The year 2022/ 2023 will still be a period of change. The continuing impact of the pandemic and the organisation's diminished income as a result poses an obvious risk. The organisation also faces a period of rapid change with the planned retirement of the long- standing Chief Officer- Sue Cliffe and the Business Administration Manager – Brenda Kemp. Succession planning to mitigate these risks resulted in the recruitment

Age UK Herne Bay & Whitstable
(A company limited by guarantee)

Trustees' report (continued)
for the year ended 31 March 2022

Plans for future periods (continued)

of Leanne Amos as Operations Manager and the appointment of Linda Cowdry as Chief Officer (formerly Deputy Chief Officer). Planning ahead for this major change allowed both Leanne and Linda to have a period of working alongside the previous managers to learn the complexities and demands of the roles.

There will be enormous challenges posed by the ending of historical grant funding from KCC. The year was marked by the completion of the competitive tendering process and brought with it the announcement that we were successful in our consortium tender for three jointly commissioned (KCC & CCG) Dementia Contracts of which we are lead providers but that we were unsuccessful in our tender for the Universal Wellbeing Contract.

The Dementia Coordinator Contract for East Kent offers the organisation the opportunity to work closely with delivery partners and 17 Primary Care Networks to recruit 18 Dementia Coordinators to deliver personalised support from pre-diagnosis through to end of life, for people affected by dementia (including their carer).

As Contract holder for The Post Diagnostic Specialist Support Contracts for both East and West Kent, the organisation will be working with delivery partners across the regions to develop Dementia Café's, Befriending, Peer-to peer Groups, Young Onset Dementia Groups and some Information & Advice at the café's. The award of these contracts present the organisation with the opportunity to lead a drive to bring some geographical consistency across East and West Kent in terms of broadening the support available for those living with dementia and their families. The mobilisation of these contracts will be an intensive piece of work that requires a recruitment drive to ensure delivery begins to reach those in need as a matter of priority.

The unsuccessful tender for the Universal Wellbeing Contract has meant that the Trustee Board alongside the Senior Management Team will be monitoring, reviewing and adapting to evolving circumstances. They will also be planning and budgeting for all possible outcomes. The loss of funding that has traditionally been available to allow us to provide support at an affordable cost for clients poses the risk of the cost of services for some of the most vulnerable older people having to increase. However, Trustees remain committed to delivering affordable support to the most vulnerable older people in our area of benefit and all opportunities to this end will need to be explored.

If funds allow in 2022/2023 it is hoped we can continue to provide all the services currently on offer in Herne Bay & Whitstable as well as consult around needs, secure funding and deliver new services where needs and opportunities arise.

Trustee priorities for the Charity continue to be -

- Improving Health & Well Being
- Preventing Loneliness and Isolation
- Providing specialist Dementia services
- Providing practical help at home
- Informing and Empowering Older People
- Improving our efficiency and fiscal sustainability

Strategic Priorities to 2025

The Strategic plan was reviewed by Trustees and Senior Managers in March 2021 the following priorities were agreed.

By 2025 we want to be able to demonstrate

- That older people have access to quality services that meet their needs and maximise their ability to participate.
- That older people are provided with a range of opportunities for social interaction and activity.
- That older people and their unpaid carers are provided with the information and advice they need to enable them to make informed decisions and gain from unclaimed benefit entitlements which undoubtedly enrich their lives.
- That older people and their unpaid carers will continue to benefit from our specialist support and advice for Dementia.
- That Age UK Herne Bay & Whitstable will continue to maintain and improve the efficiency and sustainability of our charity, for the future benefit of Older People, their families and local communities.

Age UK Herne Bay & Whitstable
(A company limited by guarantee)

Trustees' report (continued)
for the year ended 31 March 2022

Plans for future periods (continued)

- That older people are positively encouraged to contribute their ideas to the continuing development of Age UK Herne Bay & Whitstable

Statement of Trustees' responsibilities

The Trustees (who are also the directors of the Charity for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial . Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Charity and of its income and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Disclosure of information to auditor

Each of the persons who are Trustees at the time when this Trustees' report is approved has confirmed that:

- so far as that Trustee is aware, there is no relevant audit information of which the Charity's auditor is unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the Charity's auditor is aware of that information.

Auditor

The auditors, Kreston Reeves LLP, have indicated their willingness to continue in office. The designated Trustees will propose a motion reappointing the auditor at a meeting of the Trustees.

Approved by order of the members of the Board of Trustees on 25 October 2022 and signed on their behalf by:



Dr R Wheeldon
Chairman

Age UK Herne Bay & Whitstable
(A company limited by guarantee)

Independent auditor's report to the Members of Age UK Herne Bay & Whitstable

Opinion

We have audited the financial statements of Age UK Herne Bay & Whitstable (the 'charity') for the year ended 31 March 2022 which comprise the Statement of financial activities, the Balance sheet, the Statement of cash flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2022 and of its incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

Independent auditor's report to the Members of Age UK Herne Bay & Whitstable (continued)

Other information

The other information comprises the information included in the Annual report other than the financial statements and our Auditor's report thereon. The Trustees are responsible for the other information contained within the Annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinion on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' report for the financial year for which the financial statements are prepared is consistent with the financial statements.
- the Trustees' report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' report.

We have nothing to report in respect of the following matters in relation to which Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the Trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the Trustees' report and from the requirement to prepare a Strategic report.

Responsibilities of trustees

As explained more fully in the Trustees' responsibilities statement, the Trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Independent auditor's report to the Members of Age UK Herne Bay & Whitstable (continued)

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an Auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Capability of the audit in detecting irregularities, including fraud

Based on our understanding of the Charity and the sector as a whole, and through discussion with the Trustees and other management (as required by auditing standards), we identified that the principal risks of non-compliance with laws and regulations related to health and safety, safeguarding and employment law. We considered the extent to which non-compliance might have a material effect on the financial statements. We also considered those laws and regulations that have a direct impact on the preparation of the financial statements such as the Charities SORP (FRS 102) Second Edition (released October 2019), the Companies Act 2006 and other relevant charity legislation. We communicated identified laws and regulations throughout our team and remained alert to any indications of non-compliance throughout the audit. We evaluated Trustees' and management's incentives and opportunities for fraudulent manipulation of the financial statements (including the risk of override of controls) and determined that the principal risks related to: posting inappropriate journal entries to increase revenue or reduce expenditure, management bias in accounting estimates and judgemental areas of the financial statements. Audit procedures performed by the engagement team included:

- Discussions with management and assessment of known or suspected instances of non-compliance with laws and regulations (including health and safety) and fraud; and
- Assessment of identified fraud risk factors; and
- Review of cash expenditure to confirm no evidence of personal benefit; and
- Challenging assumptions and judgements made by management in its significant accounting estimates; and
- Performing analytical procedures to identify any unusual or unexpected relationships, including related party transactions, that may indicate risks of material misstatement due to fraud; and
- Confirmation of related parties with management, and review of transactions throughout the period to identify any previously undisclosed transactions with related parties outside the normal course of business; and
- Reading minutes of meetings of those charged with governance; and
- Physical inspection of tangible assets susceptible to fraud or irregularity; and
- Review of significant and unusual transactions; and
- Identifying and testing journal entries, in particular any manual entries made at the year end for financial statement preparation.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

As part of an audit in accordance with ISAs (UK), we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is

Age UK Herne Bay & Whitstable
(A company limited by guarantee)

Independent auditor's report to the Members of Age UK Herne Bay & Whitstable (continued)


sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion of the effectiveness of the charitable company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Trustees.
- Conclude on the appropriateness of the Trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charitable company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in my Auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of my Auditor's report. However, future events or conditions may cause the charitable company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an Auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members, as a body, for our audit work, for this report, or for the opinions we have formed.



Susan Robinson BA FCA FCIE DChA MCMI (Senior statutory auditor)

for and on behalf of
Kreston Reeves LLP

Chartered Accountants
Statutory Auditor

Chatham Maritime

Date: 1 November 2022

Age UK Herne Bay & Whitstable
(A company limited by guarantee)

Statement of financial activities (incorporating income and expenditure account)
for the year ended 31 March 2022

	Note	Endowment funds 2022 £	Restricted funds 2022 £	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Income and endowments from:						
Donations and legacies	4	-	344,730	397,832	742,562	1,380,945
Charitable activities	5	-	7,586	570,350	577,936	453,579
Other trading activities	6	-	-	3,968	3,968	1,627
Investments	7	-	-	85,206	85,206	61,579
Total income and endowments		-	352,316	1,057,356	1,409,672	1,897,730
Expenditure on:						
Raising funds	8	-	-	442	442	356
Charitable activities	9	-	323,678	990,629	1,314,307	1,292,281
Total expenditure		-	323,678	991,071	1,314,749	1,292,637
Net income		-	28,638	66,285	94,923	605,093
Transfers between funds	17	-	(4,979)	4,979	-	-
Net movement in funds		-	23,659	71,264	94,923	605,093
Reconciliation of funds:						
Total funds brought forward		112,117	153,959	3,299,863	3,565,939	2,960,846
Net movement in funds		-	23,659	71,264	94,923	605,093
Total funds carried forward		112,117	177,618	3,371,127	3,660,862	3,565,939

The Statement of financial activities includes all gains and losses recognised in the year. There were no such gains or losses during the year.

The notes on pages 19 to 36 form part of these financial statements.

Age UK Herne Bay & Whitstable
(A company limited by guarantee)
Registered number: 02960617

Balance sheet
as at 31 March 2022

	Note	2022 £	2021 £
Fixed assets			
Tangible assets	12	3,315,583	3,051,303
Investment property	13	350,000	350,000
		<u>3,665,583</u>	<u>3,401,303</u>
Current assets			
Debtors	14	45,675	63,122
Cash at bank and in hand		796,950	1,006,460
		<u>842,625</u>	<u>1,069,582</u>
Creditors: amounts falling due within one year	15	(257,090)	(298,396)
Net current assets		<u>585,535</u>	<u>771,186</u>
Total assets less current liabilities		<u>4,251,118</u>	<u>4,172,489</u>
Creditors: amounts falling due after more than one year	16	(590,256)	(606,550)
Total net assets		<u><u>3,660,862</u></u>	<u><u>3,565,939</u></u>
Charity funds			
Endowment funds	17	112,117	112,117
Restricted funds	17	177,618	153,959
Unrestricted funds	17	3,371,127	3,299,863
Total funds		<u><u>3,660,862</u></u>	<u><u>3,565,939</u></u>

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees on 25 October 2022 and signed on their behalf by:

Dr R Wheeldon
Chairman



The notes on pages 19 to 36 form part of these financial statements.

Age UK Herne Bay & Whitstable
(A company limited by guarantee)

Statement of cash flows
for the year ended 31 March 2022

	2022 £	2021 £
Cash flows from operating activities		
Net cash used in operating activities	81,399	917,584
Cash flows from investing activities		
Dividends, interests and rents from investments	85,206	61,579
Proceeds from the sale of tangible fixed assets	300	150
Purchase of tangible fixed assets	(359,382)	(1,052,676)
Net cash used in investing activities	(273,876)	(990,947)
Cash flows from financing activities		
Cash inflows from new borrowing	-	500,000
Repayments of borrowing	(17,033)	(15,786)
Net cash (used in)/provided by financing activities	(17,033)	484,214
Change in cash and cash equivalents in the year	(209,510)	410,851
Cash and cash equivalents at the beginning of the year	1,006,460	595,609
Cash and cash equivalents at the end of the year	796,950	1,006,460

The notes on pages 19 to 36 form part of these financial statements

Age UK Herne Bay & Whitstable
(A company limited by guarantee)

Notes to the financial statements
for the year ended 31 March 2022

1. General information

Age UK Herne Bay & Whitstable is a charitable company and an exempt charity incorporated in England and Wales, with charity registration number 1047605 and company registration number 02960617. The registered office is 16 Reculver Road, Herne Bay, Kent, CT6 6LE. The principal activities of the Charity are as set out in the Trustees Report on page 5-7.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - 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) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Age UK Herne Bay & Whitstable meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2.2 Company status

The Company is a company limited by guarantee. The members of the Company are the Trustees named on page 1. In the event of the Company being wound up, the liability in respect of the guarantee is limited to £1 per member of the Company.

2.3 Going concern

The Trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the Charity to continue as a going concern. The Trustees make this assessment in respect of a period of at least one year from the date of authorisation for issue of the financial statements and have concluded that the Charity has adequate resources to continue in operational existence for the foreseeable future and there are no material uncertainties about the Charity's ability to continue as a going concern, thus they continue to adopt the going concern basis of accounting in preparing the financial statements.

Notes to the financial statements
for the year ended 31 March 2022

2. Accounting policies (continued)

2.4 Income

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

The recognition of income from legacies is dependent on establishing entitlement, the probability of receipt and the ability to estimate with sufficient accuracy the amount receivable. Evidence of entitlement to a legacy exists when the Charity has sufficient evidence that a gift has been left to them (through knowledge of the existence of a valid will and the death of the benefactor) and the executor is satisfied that the property in question will not be required to satisfy claims in the estate. Receipt of a legacy must be recognised when it is probable that it will be received and the fair value of the amount receivable, which will generally be the expected cash amount to be distributed to the Charity, can be reliably measured.

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

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

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

2.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

Expenditure on raising funds includes all expenditure incurred by the Charity to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charity's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

2.6 Government grants

Government grants are credited to the Statement of financial activities as the related expenditure is incurred.

2.7 Interest receivable

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

Notes to the financial statements
for the year ended 31 March 2022

2. Accounting policies (continued)

2.8 Tangible fixed assets and depreciation

Tangible fixed assets costing £2,000 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Assets in the course of construction are included at costs incurred to date. Depreciation on these assets is not charged until they are brought into use.

At each reporting date the Charity assesses whether there is any indication of impairment. If such indication exists, the recoverable amount of the asset is determined to be the higher of its fair value less costs to sell and its value in use. An impairment loss is recognised where the carrying amount exceeds the recoverable amount.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, on the following bases:

Freehold property	- 2% per annum (straight line basis)
Motor vehicles	- 25% per annum (straight line basis)
Fixtures and fittings	- 25% per annum (straight line basis)
Office equipment	- 25% per annum (straight line basis)

2.9 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

2.10 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

2.11 Liabilities and provisions

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

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

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

Age UK Herne Bay & Whitstable
(A company limited by guarantee)

Notes to the financial statements
for the year ended 31 March 2022

2. Accounting policies (continued)

2.12 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.

2.13 Fund accounting

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 and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Endowment funds represent the charity's original permanent endowment.

3. Critical accounting estimates and areas of judgement

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:

Tangible fixed assets - useful economic lives

The annual depreciation charge for tangible assets is sensitive to changes in the estimated useful lives and residual values of the assets. The useful economic lives and residual values are re-assessed annually. They are amended when necessary to reflect current estimates, based on technological advancement, future investments, economic utilisation and the physical condition of the assets. See note 12 for the carrying amount of the property, plant and equipment, and note 2.8 for the useful economic lives for each class of assets.

Age UK Herne Bay & Whitstable
(A company limited by guarantee)

Notes to the financial statements
for the year ended 31 March 2022

4. Income from donations and legacies

	Restricted funds 2022 £	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Donations	3,918	18,306	22,224	319,827
Legacies	-	76,091	76,091	16,198
Grants	340,812	303,435	644,247	971,155
Government grants	-	-	-	73,765
	344,730	397,832	742,562	1,380,945
Total 2021	733,987	646,958	1,380,945	

5. Income from charitable activities

	Restricted funds 2022 £	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Charitable activities	7,586	570,350	577,936	453,579
Total 2021	-	453,579	453,579	

Age UK Herne Bay & Whitstable
(A company limited by guarantee)

Notes to the financial statements
for the year ended 31 March 2022

	Restricted funds 2022 £	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Catering	-	275,901	275,901	282,815
Day Centre transport	-	27,594	27,594	8,677
ILS and Help at Home	-	95,596	95,596	55,461
Care	35	116,719	116,754	63,633
Bathing	-	233	233	23
Therapy	-	565	565	-
Laundry	-	25,119	25,119	25,547
Sundry	400	726	1,126	228
Footcare	-	1,640	1,640	1,470
Walking Football	7,151	-	7,151	-
Other	-	2,387	2,387	15,725
Insurance claim	-	25,000	25,000	-
	7,586	570,350	577,936	453,579
Total 2021	-	453,579	453,579	

Age UK Herne Bay & Whitstable
(A company limited by guarantee)

**Notes to the financial statements
for the year ended 31 March 2022**

6. Income from other trading activities

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Fundraising	3,968	3,968	1,627
Total 2021	1,627	1,627	

7. Investment income

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Rent income	85,127	85,127	60,763
Bank interest	79	79	816
Total 2021	61,579	61,579	

8. Expenditure on raising funds

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Fundraising expenses	442	442	356
Total 2021	356	356	

Age UK Herne Bay & Whitstable
(A company limited by guarantee)

Notes to the financial statements
for the year ended 31 March 2022

9. Analysis of expenditure on charitable activities

Summary by fund type

	Restricted funds 2022 £	Unrestricted funds 2022 £	Total 2022 £	Total 2021 £
Charitable activities	323,678	990,629	1,314,307	1,292,281
Total 2021	267,054	1,025,227	1,292,281	

	Restricted funds 2022 £	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Direct costs:				
Salaries and related costs	230,693	660,523	891,216	951,967
Catering costs	10,975	75,921	86,896	75,055
Transport costs	10,884	39,439	50,323	35,545
Therapy	1,499	17	1,516	4,037
	-	775,900	1,029,951	1,066,604
Support costs:				
Rent and water	-	3,839	3,839	10,574
Insurance	1,500	16,500	18,000	18,131
Heating and lighting	-	20,907	20,907	17,842
Postage and telephone	1,715	8,009	9,724	14,402
Printing and stationery	264	6,846	7,110	3,247
Repairs and maintenance	5,728	42,954	48,682	27,629
Janitorial and laundry	360	16,053	16,413	20,658
Miscellaneous	59,449	(38,187)	21,262	20,072
Professional fees	611	16,421	17,032	21,667
Mortgage interest and bank charges	-	21,257	21,257	6,353
Depreciation	-	95,102	95,102	57,232
Profit on sale of fixed assets	-	(300)	(300)	(150)
General bad debt provision	-	-	-	3,000
Auditors' remuneration	-	5,328	5,328	5,020
	69,627	214,729	284,356	225,677
	323,678	990,629	1,314,307	1,292,281
Total 2021	267,054	1,025,227	1,292,281	

Age UK Herne Bay & Whitstable
(A company limited by guarantee)

Notes to the financial statements
for the year ended 31 March 2022

10. Staff costs

	2022	2021
	£	£
Wages and salaries	832,048	895,665
Social security costs	49,477	47,414
Pension costs	9,691	8,888
	<u>891,216</u>	<u>951,967</u>

The average number of persons employed by the Charity during the year was as follows:

2022	2021
No.	No.
<u>62</u>	<u>69</u>

The average headcount expressed as full-time equivalents was:

2022	2021
No.	No.
<u>38</u>	<u>40</u>

No employee received remuneration amounting to more than £60,000 in either year.

The total employment benefits, including employer pension contributions and employer national insurance contributions, of the key management personnel were £213,995 (2021: £200,857).

11. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2021 - £NIL).

During the year ended 31 March 2022, no expenses were reimbursed or paid directly to Trustees (2021 - travel expenses of £32 reimbursed to 1 Trustee).

Age UK Herne Bay & Whitstable
(A company limited by guarantee)

**Notes to the financial statements
for the year ended 31 March 2022**

12. Tangible fixed assets

	Freehold property £	Motor vehicles £	Furniture, fittings and equipment £	Assets under construction £	Total £
Cost or valuation					
At 1 April 2021	2,231,797	49,450	114,791	1,116,726	3,512,764
Additions	-	16,000	26,928	316,454	359,382
Disposals	-	(11,600)	-	-	(11,600)
Transfers between classes	1,418,103	-	15,077	(1,433,180)	-
At 31 March 2022	<u>3,649,900</u>	<u>53,850</u>	<u>156,796</u>	<u>-</u>	<u>3,860,546</u>
Depreciation					
At 1 April 2021	335,430	40,700	85,331	-	461,461
Charge for the year	60,475	10,600	24,027	-	95,102
On disposals	-	(11,600)	-	-	(11,600)
At 31 March 2022	<u>395,905</u>	<u>39,700</u>	<u>109,358</u>	<u>-</u>	<u>544,963</u>
Net book value					
At 31 March 2022	<u>3,253,995</u>	<u>14,150</u>	<u>47,438</u>	<u>-</u>	<u>3,315,583</u>
At 31 March 2021	<u>1,896,367</u>	<u>8,750</u>	<u>29,460</u>	<u>1,116,726</u>	<u>3,051,303</u>

Included in land and buildings is freehold land at valuation of £508,000 (2021: £508,000) which is not depreciated.

13. Investment property

	Freehold investment property £
Valuation	
At 1 April 2021	350,000
At 31 March 2022	<u>350,000</u>

The 2022 valuation was made by the Trustees on an open market value for existing use basis.

Age UK Herne Bay & Whitstable
(A company limited by guarantee)

Notes to the financial statements
for the year ended 31 March 2022

14. Debtors

	2022	2021
	£	£
Due within one year		
Trade debtors	35,753	39,100
Other debtors	356	356
Prepayments and accrued income	9,566	23,666
	45,675	63,122

15. Creditors: Amounts falling due within one year

	2022	2021
	£	£
Bank loans	16,376	17,118
Personal Independence Programme	160,324	131,229
Other taxation and social security	16,555	13,114
Other creditors	63,835	136,935
	257,090	298,396

16. Creditors: Amounts falling due after more than one year

	2022	2021
	£	£
Bank loans	590,256	606,550

The aggregate amount of liabilities payable or repayable wholly or in part more than five years after the reporting date is:

	2022	2021
	£	£
Payable or repayable by instalments	518,860	532,332

Age UK Herne Bay & Whitstable
(A company limited by guarantee)

Notes to the financial statements
for the year ended 31 March 2022

17. Statement of funds

Statement of funds - current year

	Balance at 1 April 2021 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2022 £
Unrestricted funds					
Designated funds					
Property fund	2,627,309	-	-	257,937	2,885,246
Volunteer Recruiter	-	508	(508)	-	-
	<u>2,627,309</u>	<u>508</u>	<u>(508)</u>	<u>257,937</u>	<u>2,885,246</u>
General funds					
General fund	672,554	1,056,848	(990,563)	(252,958)	485,881
Total Unrestricted funds	<u>3,299,863</u>	<u>1,057,356</u>	<u>(991,071)</u>	<u>4,979</u>	<u>3,371,127</u>
Endowment funds					
Permanent endowment funds	<u>112,117</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>112,117</u>
Restricted funds					
Dementia Cafe/Peer Support	-	11,759	(11,569)	-	190
Dementia Outreach Fund	5,135	2,642	-	-	7,777
Support at Home	112,119	110,614	(97,227)	-	125,506
Personal Independent Programme	-	126,560	(126,560)	-	-
COGS Fund	3,392	50	(284)	-	3,158
Singing Fund	4,344	1,545	(1,000)	-	4,889
HNC Therapy Fund	573	-	(573)	-	-
Digital Inclusion grant	-	11,843	(5,286)	(2,491)	4,066
Information Days	3,155	-	-	-	3,155
Training for Carers	5,348	6,738	(1,241)	-	10,845
Care Navigator	4,154	29,915	(32,048)	-	2,021
Co-op digital	-	2,488	-	(2,488)	-
Pfizer	1,000	-	(1,000)	-	-
Tackling equality	-	4,650	(3,070)	-	1,580
Walking Football	-	5,929	(3,158)	-	2,771
Walking Football HB	-	6,152	(3,333)	-	2,819
Lottery - Dementia Client Home Visits	6,543	-	(6,543)	-	-
Men in sheds	940	4,832	(4,187)	-	1,585

Age UK Herne Bay & Whitstable
(A company limited by guarantee)

Notes to the financial statements
for the year ended 31 March 2022

17. Statement of funds (continued)

Statement of funds - current year (continued)

	Balance at 1 April 2021 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2022 £
Covid Fund	7,256	-	-	-	7,256
KCC Confidence/Mitigation fund	-	26,599	(26,599)	-	-
	<u>153,959</u>	<u>352,316</u>	<u>(323,678)</u>	<u>(4,979)</u>	<u>177,618</u>
Total of funds	<u>3,565,939</u>	<u>1,409,672</u>	<u>(1,314,749)</u>	<u>-</u>	<u>3,660,862</u>

Funds have been transferred out of restricted funds where capital purchases have been made out of restricted funds. On purchase of capital equipment the restrictions have been met.

Age UK Herne Bay & Whitstable
(A company limited by guarantee)

Notes to the financial statements
for the year ended 31 March 2022

17. Statement of funds (continued)

Statement of funds - prior year

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2021 £
Unrestricted funds					
Designated funds					
Property fund	2,029,271	-	-	598,038	2,627,309
Volunteer Recruiter	2,895	4,496	(6,362)	(1,029)	-
BDC Extension Fund	319,326	16,248	-	(335,574)	-
	<u>2,351,492</u>	<u>20,744</u>	<u>(6,362)</u>	<u>261,435</u>	<u>2,627,309</u>
General funds					
General fund	<u>367,699</u>	<u>1,142,999</u>	<u>(1,019,221)</u>	<u>181,077</u>	<u>672,554</u>
Total Unrestricted funds	<u>2,719,191</u>	<u>1,163,743</u>	<u>(1,025,583)</u>	<u>442,512</u>	<u>3,299,863</u>
Endowment funds					
Permanent endowment funds	<u>112,117</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>112,117</u>
Restricted funds					
Dementia Cafe/Peer Support	629	9,334	(9,963)	-	-
Dementia Outreach Fund	3,730	1,405	-	-	5,135
Support at Home	92,094	110,614	(90,589)	-	112,119
Personal Independent Programme	-	100,887	(100,887)	-	-
COGS Fund	2,320	1,270	(198)	-	3,392
Singing Fund	2,624	1,720	-	-	4,344
HNC Therapy Fund	573	-	-	-	573
Digital Inclusion grant	50	415,000	-	(415,050)	-
Information Days	3,155	-	-	-	3,155
Training for Carers	5,348	-	-	-	5,348
Care Navigator	4,300	29,915	(30,061)	-	4,154
Co-op digital	14,715	6,000	-	(20,715)	-
Pfizer	-	1,000	-	-	1,000
Tackling equality	-	300	(300)	-	-
Walking Football	-	6,667	(6,667)	-	-
Walking Football HB	-	9,600	(2,853)	(6,747)	-
Lottery - Dementia Client Home Visits	-	9,958	(3,415)	-	6,543

Age UK Herne Bay & Whitstable
(A company limited by guarantee)

Notes to the financial statements
for the year ended 31 March 2022

17. Statement of funds (continued)

Statement of funds - prior year (continued)

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2021 £
Men in sheds	-	2,020	(1,080)	-	940
Covid Fund	-	28,297	(21,041)	-	7,256
	<u>129,538</u>	<u>733,987</u>	<u>(267,054)</u>	<u>(442,512)</u>	<u>153,959</u>
Total of funds	<u>2,960,846</u>	<u>1,897,730</u>	<u>(1,292,637)</u>	<u>-</u>	<u>3,565,939</u>

The designated Property Fund represents the value of land and buildings included in tangible fixed assets and fixed asset investments, less the outstanding balance on the Charity Bank mortgage. The fund also excludes the £112,117 that is included as the charity's permanent endowment.

The Dementia Cafe/Peer support restricted fund is to provide dementia café and support to groups in the Canterbury and Swale district.

The Support at Home restricted fund is a collaboration with Thanet CCG, to provide short term support to older people, in order to prevent hospital admission or to support them after they have been discharged from hospital.

Personal Independence Programme (formerly Living Well Fund) is fully funded by Canterbury Coastal and Ashford Clinical Commissioning Groups. The charity works alongside its partner Age UK/Concerns in Ashford, Canterbury, Faversham and Sandwich. The programme supports over 55 year olds with long term conditions to access social care within their community and supports them to regain confidence.

The BDC Extension Fund is comprised of donations received to be used towards the planning and other professional fees in respect of the BDC extension. These costs have been capitalised as assets under construction and so the balance on the fund has now been transferred out of restricted funds.

The Information Days fund provides information days for unpaid carers of people diagnosed with Dementia.

Training for Carers fund provides for a series of Learning Curve training.

The remainder of the funds held by the Charity, are as per the descriptions in the statement of funds.

Age UK Herne Bay & Whitstable
(A company limited by guarantee)

Notes to the financial statements
for the year ended 31 March 2022

18. Summary of funds

Summary of funds - current year

	Balance at 1 April 2021 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2022 £
Designated funds	2,627,309	508	(508)	257,937	2,885,246
General funds	672,554	1,056,848	(990,563)	(252,958)	485,881
Endowment funds	112,117	-	-	-	112,117
Restricted funds	153,959	352,316	(323,678)	(4,979)	177,618
	<u>3,565,939</u>	<u>1,409,672</u>	<u>(1,314,749)</u>	<u>-</u>	<u>3,660,862</u>

Summary of funds - prior year

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2021 £
Designated funds	2,351,492	20,744	(6,362)	261,435	2,627,309
General funds	367,699	1,142,999	(1,019,221)	181,077	672,554
Endowment funds	112,117	-	-	-	112,117
Restricted funds	129,538	733,987	(267,054)	(442,512)	153,959
	<u>2,960,846</u>	<u>1,897,730</u>	<u>(1,292,637)</u>	<u>-</u>	<u>3,565,939</u>

19. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Endowment funds 2022 £	Restricted funds 2022 £	Unrestricted funds 2022 £	Total funds 2022 £
Tangible fixed assets	112,117	-	3,203,466	3,315,583
Investment property	-	-	350,000	350,000
Current assets	-	177,618	665,007	842,625
Creditors due within one year	-	-	(257,090)	(257,090)
Creditors due in more than one year	-	-	(590,256)	(590,256)
Total	<u>112,117</u>	<u>177,618</u>	<u>3,371,127</u>	<u>3,660,862</u>

Age UK Herne Bay & Whitstable
(A company limited by guarantee)

Notes to the financial statements
for the year ended 31 March 2022

19. Analysis of net assets between funds (continued)

Analysis of net assets between funds - prior year

	Endowment funds 2021 £	Restricted funds 2021 £	Unrestricted funds 2021 £	Total funds 2021 £
Tangible fixed assets	112,117	-	2,939,186	3,051,303
Investment property	-	-	350,000	350,000
Current assets	-	292,411	777,171	1,069,582
Creditors due within one year	-	(138,452)	(159,944)	(298,396)
Creditors due in more than one year	-	-	(606,550)	(606,550)
Total	112,117	153,959	3,299,863	3,565,939

20. Reconciliation of net movement in funds to net cash flow from operating activities

	2022 £	2021 £
Net income for the year (as per Statement of Financial Activities)	94,921	605,091
Adjustments for:		
Depreciation charges	95,102	57,232
Dividends, interests and rents from investments	(85,206)	(61,579)
Profit on the sale of fixed assets	(300)	(150)
Decrease in debtors	17,447	245,249
Increase/(decrease) in creditors	(40,567)	71,739
Net cash provided by operating activities	81,399	917,584

21. Analysis of cash and cash equivalents

	2022 £	2021 £
Cash in hand	796,950	1,006,460
Total cash and cash equivalents	796,950	1,006,460

Age UK Herne Bay & Whitstable
(A company limited by guarantee)

Notes to the financial statements
for the year ended 31 March 2022

22. Analysis of changes in net debt

	At 1 April 2021 £	Cash flows £	At 31 March 2022 £
Cash at bank and in hand	1,006,460	(209,510)	796,950
Debt due within 1 year	(17,118)	742	(16,376)
Debt due after 1 year	(606,550)	16,294	(590,256)
	<u>382,792</u>	<u>(192,474)</u>	<u>190,318</u>

23. Capital commitments

	2022 £	2021 £
Contracted for but not provided in these financial statements	<u>31,863</u>	<u>288,276</u>

24. Pension commitments

The Charity operates a defined contributions pension scheme. The assets of the scheme are held separately from those of the Charity in an independently administered fund. The pension cost charge represents contributions payable by the Charity to the fund and amounted to £9,691 (2021: £8,888). Contributions totaling £Nil (2021: £Nil) were payable to the fund at the Balance sheet date and are included in creditors.

25. Related party transactions

Sue Cliffe, the Charity's Chief Officer during the year (resigned 31 March 2022), is also a Director of Crossroads Care Kent who occupy one of the offices in Reculver Road. Age UK Herne Bay & Whitstable received £49,673 (2021: £29,260) in the year. There are no amounts outstanding at the Balance sheet date (2021: £Nil).

During this financial year Sue Cliffe was also a Director of Age Well East Kent. Age UK Herne Bay & Whitstable also held funds on behalf of Age Well East Kent, receiving £Nil (2021: £Nil) and incurring expenditure of £897 (2021: £881). At the Balance sheet date there is a total of £3,204 (2021: £4,101) included within the Charity's total debtors balance, being the balance of funds held on behalf of Age Well East Kent.