

ATTLEBOROUGH DAY CENTRE

England & Wales · Charity number 1054909

Details

Status Registered

Legal form Other

Registered 1996-04-25

Register [View on the Charity Commission register](#)

Contact

Address St. Marys Church
Memorial Hall
Church Street
Attleborough
NR17 2AH

Phone 01953 454613

Email office@attleboroughdaycentre.co.uk

Website attleboroughdaycentre.co.uk

Activities

Objects: TO PROMOTE THE RELIEF OF ELDERLY PEOPLE IN ANY MANNER WHICH NOW IS OR HEREINAFTER MAY BE DEEMED BY LAW TO BE CHARITABLE WITHIN ATTLEBOROUGH AND DISTRICT (HEREINAFTER CALLED "THE AREA OF BENEFIT") AND IN PARTICULAR TO PROVIDE A DAY CARE CENTRE IN ORDER TO BENEFIT PEOPLE WHO ARE ELDERLY OR DISABLED AND TO PROVIDE THEIR CARERS WITH RESPITE.

Activities: To promote the relief of elderly people in anymanner which now is or hereinafter may be deemed by law to be charitable withinAttleborough and District (hereinafter called the 'area of benefit') and in particularto provide a day care centre in order to benefit people who are elderly or disabledand to provide their carers with respite..

Classification

- **How:** Provides Services
- **What:** The Advancement Of Health Or Saving Of Lives, Disability
- **Who:** Elderly/old People, People With Disabilities

Geography

- **Area of benefit:** ATTLEBOROUGH AND DISTRICT
- Norfolk

Finances

Period end	Income	Expenditure	Assets	Employees
2025-04-05	£179,542	£181,157	-	-
2024-04-05	£159,479	£161,151	-	-
2023-04-05	£159,257	£135,778	-	-
2022-04-05	£121,672	£111,590	-	-
2021-04-05	£93,493	£102,383	-	-

Trustees

Name	Role	Appointed
BRENDA GREIG	Chair	
ANN ELIZABETH MARY RHIND		
DAVID STUBBERT		2012-10-17
ELIZABETH ANNE BURROWS		
Janice James		2025-07-09
Rev MATTHEW CHRISTOPHER JACKSON		

ATTLEBOROUGH DAY CENTRE

England & Wales - Charity number 1054909

Accounts



Trustees' Annual Report for the period

From 6th April 2024 To 5th April 2025

Charity name: Attleborough Day Centre

Charity registration number: 1054909

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The object of the Centre shall be to promote the relief of elderly people in any manner which now is or hereinafter may be deemed by law to be charitable within Attleborough and District (hereinafter called 'the area of benefit') and in particular to provide a day care centre in order to benefit people who are elderly or disabled and to provide their carers with respite.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The provision of a Day Centre for older people three days a week, facilitation of local services to be accessed by local older people, such as transport for shopping, befriending, dementia etc.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees have received guidance documents issued by the Charity Commission on public benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	The Trustees continue to encourage more volunteers at the Centre to help keep running costs down and enable more

		quality time to be spent with service users when needed.
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>Opened in September 1994, this service is available to older people living alone or needing a high level of support from their families. The aim of the Centre is to provide high quality Day Care, assisting people to remain living at home and/or to provide a break for family members who otherwise give care.</p> <p>The Centre is open on Mondays, Tuesdays and Wednesdays for 51 weeks of the year (with the exception of Bank Holidays) and provides various opportunities for physical and mental stimulation and has capacity to care for up to 30 people per day including those increasingly needing a higher level of care. A Cook is employed to provide a freshly cooked, nutritious meal daily on the premises. A variety of activities are included within the price of a place at the Centre.</p> <p>The Centre runs its own tail-lift minibus with a driver and escort and can take wheelchair users to and from the Day Centre in addition to providing an unescorted shopping service for older residents of Attleborough, transporting them from their homes to the local supermarket and back.</p> <p>An Outreach Service provides an alternative for older people who choose not to attend the Centre. A freshly cooked lunch delivery offers hot meals five days a week delivered to the homes of older people. This enables workers to monitor individuals wellbeing throughout the year. The Centre also provides a Luncheon Club in response to identified need in the local population of Older People and other activities when able to provide.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

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

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The Charity has reviewed its Reserves Policy and current reserves are adequate to comply with the policy
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Attleborough Day Centre aims to hold reserves amounting to between three and six months' average expenditure plus the amount required to fund staff redundancy payments in the event of closure of the Day Centre, as well as save money towards the eventual replacement of its Mini-bus.
Amount of reserves held	Para 1.22	£130544
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Retention of staff has improved and further volunteers have come forward to help.

Additional information (optional)

You may choose to include further statements where relevant about:

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

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed , royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association , CIO)	Para 1.25	Unincorporated
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Local interested people with relevant skills and experience, appointment or election to post.

Additional information (optional)

You may choose to include further statements where relevant about:

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

Reference and Administrative details

Charity name	Attleborough Day Centre
Other name the charity uses	None
Registered charity number	1054909
Charity's principal address	St Mary's Church Hall Church Street Attleborough Norfolk NR17 2AH

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Rev Matthew Christopher Jackson			
2	Mrs Elizabeth Anne Burrows			
3	Mrs Brenda Greig	Chairman		
4	Mrs Ann Elizabeth Mary Rhind			
5	Mr David Stubbert			
6	Ms Janice James			
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Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

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

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Finance, HR and Business related	Heather Nunn Business Services Ltd	Womack House, Swaffham Road, Ashill, Thetford, Norfolk, IP25 7DB

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

Mrs Emma Callaghan - Manager

Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	Brenda Greig	
Full name(s)	Brenda Greig	
Position (eg Secretary, Chair, etc)	Chairman	
Date	30 th January 2026	

ATTLEBOROUGH DAY CENTRE

FINANCIAL REPORT 5TH APRIL 2025

ATTLEBOROUGH DAY CENTRE
TOTAL FUNDS EXCLUDING RESTRICTED FUNDS (AND EXCLUDING MEMBERS FUND)
INCOME AND EXPENDITURE ACCOUNT
FOR THE PERIOD FROM 6TH APRIL 2024 TO 5TH APRIL 2025

	2024/2025	2023/2024
	£	£
INCOME		
Norfolk County Council	82051	80394
Private places	39918	32940
Members meals	7347	7923
Other Meals	32104	25046
Community Lunch	1907	2253
Outreach income	285	0
Grants/donations/fundraising	310	159
Mini bus income	13043	8698
Friday shopping service	920	730
Interest	1657	1336
	<hr/>	<hr/>
	179542	159479
EXPENDITURE		
Rent	27300	25575
Wages/PAYE/Pension/DBS	108140	92086
Staff expenses	333	220
Telephone and Internet	1152	1264
Insurance	694	0
Stationery/postage/papers and advertising	1517	1267
Computer software and Website	879	176
Membership and Subscriptions	244	100
Minibus and petrol expenses	7556	7538
Kitchen & Hygiene supplies	21376	16982
Equipment and Repairs	695	299
Accounts/bookkeeping/administration	6549	7873
Examiner Gratuity	60	60
Activities	756	4117
Training	1361	1082
Raffle costs	0	7
Bank charges	641	601
Governance	0	0
Depreciation	1904	1904
	<hr/>	<hr/>
	181157	161151
Surplus of Income over Expenditure	-1615	-1672

ATTLEBOROUGH DAY CENTRE

BALANCE SHEET AS AT 5TH APRIL 2025 FOR THE PERIOD FROM 6TH APRIL 2024 TO 5TH APRIL 2025

	2024/2025	2023/2024
	£	£
CURRENT ASSETS		
High interest business account	98824	95860
Current account	15195	11807
Cash in hand	123	565
Debtors	3548	9793
Equipment less Depreciation	2129	790
Furniture and fixtures Less depreciation	428	346
Minibus (less depreciation)	13884	15884
	<hr/>	<hr/>
	134131	135045
CURRENT LIABILITIES		
PAYE	766	0
Pension	355	0
Cash in hand	182	0
Creditors	2284	2885
	<hr/>	<hr/>
	3587	2885
BALANCE	130544	132159
FINANCED BY		
Accumulated fund brought forward	132159	133831
Surplus for the year (loss)	-1615	-1672
	<hr/>	<hr/>
BALANCE	130544	132159

ATTLEBOROUGH DAY CENTRE

**RESTRICTED FUNDS ONLY
FOR THE PERIOD FROM 6TH APRIL 2024 TO 5TH APRIL 2025**

	2024/2025 £	2023/2024 £
FUND BALANCE BROUGHT FORWARD	9140	4877
INCOME		
1. RESTRICTED FIXED ASSETS FUND	1536	0
34. Empowering Communities Fund	0	0
35. Connecting Older People Fund	0	0
SOCIAL FUND	0	0
36. Connecting Older People 2 / Goodman Tru	0	8920
	<hr/>	<hr/>
	10676	13797
EXPENDITURE		
1. RESTRICTED FIXED ASSETS FUND	384	0
34. Empowering Communities Fund		
35. Connecting Older People Fund	0	3013
SOCIAL FUND	147	108
36. Connecting Older People 2 / Goodman Tru	7384	1536
	<hr/>	<hr/>
	7915	4657
BALANCE HELD	2761	9140
SAVINGS ACCOUNT	2761	9140

**Independent Examiner's Report
to the Trustees of
ATTLEBOROUGH DAY CENTRE - CHARITY NO. 1054909
ON THE ACCOUNTS FOR THE YEAR
FROM 6TH APRIL 2024 TO 5TH APRIL 2025
set out on pages 1 to 4**

I report on the accounts of the Trust for the year ended 5th April 2025, which are set out on pages 1 to 4.

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 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 Commission under section 145(5)(b) of the Charities Act; and
- to state whether particular matters have come to my attention.

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

In connection with my examination, no material matters have come to my attention: which give me cause to believe that, in any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and contents of the accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

Signed : 

Date : 14/7/2025

Name : Rysia Bane

Relevant professional qualification or body (if any) :

Address : 21 Jubilee Road, Watton, Norfolk, IP25 6BJ

**Independent Examiner's Report
to the Trustees of
ATTLEBOROUGH DAY CENTRE - CHARITY NO. 1054909
ON THE ACCOUNTS FOR THE YEAR
FROM 6TH APRIL 2024 TO 5TH APRIL 2025
set out on pages 1 to 4**

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

Signed : 

Date : 14/7/2025

Name : Rysia Bane

Relevant professional qualification or body (if any) :

Address : 21 Jubilee Road, Watton, Norfolk, IP25 6BJ

ATTLEBOROUGH DAY CENTRE

England & Wales - Charity number 1054909

Accounts



Trustees' Annual Report for the period

From 6th April 2023 To 5th April 2024

Charity name: Attleborough Day Centre

Charity registration number: 1054909

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The object of the Centre shall be to promote the relief of elderly people in any manner which now is or hereinafter may be deemed by law to be charitable within Attleborough and District (hereinafter called 'the area of benefit') and in particular to provide a day care centre in order to benefit people who are elderly or disabled and to provide their carers with respite.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The provision of a Day Centre for older people three days a week, facilitation of local services to be accessed by local older people, such as transport for shopping, befriending, dementia etc.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees have received guidance documents issued by the Charity Commission on public benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	The Trustees continue to encourage more volunteers at the Centre to help keep running costs down and enable more

		quality time to be spent with service users when needed.
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>Opened in September 1994, this service is available to older people living alone or needing a high level of support from their families. The aim of the Centre is to provide high quality Day Care, assisting people to remain living at home and/or to provide a break for family members who otherwise give care.</p> <p>The Centre is open on Mondays, Tuesdays and Wednesdays for 51 weeks of the year (with the exception of Bank Holidays) and provides various opportunities for physical and mental stimulation and has capacity to care for up to 30 people per day including those increasingly needing a higher level of care. A Cook is employed to provide a freshly cooked, nutritious meal daily on the premises. A variety of activities are included within the price of a place at the Centre.</p> <p>The Centre runs its own tail-lift minibus with a driver and escort and can take wheelchair users to and from the Day Centre in addition to providing an unescorted shopping service for older residents of Attleborough, transporting them from their homes to the local supermarket and back.</p> <p>An Outreach Service provides an alternative for older people who choose not to attend the Centre. A freshly cooked lunch delivery offers hot meals five days a week delivered to the homes of older people. This enables workers to monitor individuals wellbeing throughout the year. The Centre also provides a Luncheon Club in response to identified need in the local population of Older People and other activities when able to provide.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

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

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The Charity has reviewed its Reserves Policy and current reserves are adequate to comply with the policy
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Attleborough Day Centre aims to hold reserves amounting to between three and six months' average expenditure plus the amount required to fund staff redundancy payments in the event of closure of the Day Centre, as well as save money towards the eventual replacement of its Mini-bus.
Amount of reserves held	Para 1.22	£132159
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Recruitment of staff has improved and more volunteers have come forward to help.

Additional information (optional)

You may choose to include further statements where relevant about:

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

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Unincorporated
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Local interested people with relevant skills and experience, appointment or election to post.

Additional information (optional)

You may choose to include further statements where relevant about:

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

Reference and Administrative details

Charity name	Attleborough Day Centre
Other name the charity uses	None
Registered charity number	1054909
Charity's principal address	St Mary's Church Hall Church Street Attleborough Norfolk NR17 2AH

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Rev Matthew Christopher Jackson			
2	Mrs Elizabeth Anne Burrows			
3	Mrs Brenda Greig	Chairman		
4	Mrs Ann Elizabeth Mary Rhind			
5	Mr David Stubbert			
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Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

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

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Finance, HR and Business related	Heather Nunn Business Services Ltd	Womack House, Swaffham Road, Ashill, Thetford, Norfolk, IP25 7DB

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

Mrs Emma Callaghan - Manager

Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	Brenda Greig	
Full name(s)	Brenda Greig	
Position (eg Secretary, Chair, etc)	Chairman	
Date	3 rd July 2024	

ATTLEBOROUGH DAY CENTRE

FINANCIAL REPORT 5TH APRIL 2024

ATTLEBOROUGH DAY CENTRE
TOTAL FUNDS EXCLUDING RESTRICTED FUNDS (AND EXCLUDING MEMBERS FUND)
INCOME AND EXPENDITURE ACCOUNT
FOR THE PERIOD FROM 6TH APRIL 2023 TO 5TH APRIL 2024

	2023/2024	2022/2023
	£	£
INCOME		
Norfolk County Council	80394	63441
Private places	32940	38663
Members meals	7923	8959
Other meals	25046	18541
Community Lunch	2253	1668
Grants/donations/fundraising	159	1019
Covid-19 Grants (Resilience Fund)	0	20000
Mini bus income	8698	6064
Friday shopping service	730	594
Interest	1336	308
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	159479	159257
EXPENDITURE		
Rent	25575	21427
Wages/PAYE/Pension/DBS	92086	77017
Staff expenses	220	224
Telephone and Internet	1264	587
Insurance	0	1516
Stationery/postage/papers and advertising	1267	1207
Computer software and Website	176	0
Membership and Subscriptions	100	0
Minibus and petrol expenses	7538	5722
Kitchen & Hygiene supplies	16982	11707
Equipment and Repairs	299	70
Accounts/bookkeeping/administration	7873	7924
Examiner Gratuity	60	50
Activities	4117	4295
Training	1082	1064
Raffle costs	7	0
Bank charges	601	621
Governance	0	0
Depreciation	1904	2347
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	161151	135778
Surplus of Income over Expenditure	-1672	23479

ATTLEBOROUGH DAY CENTRE

BALANCE SHEET AS AT 5TH APRIL 2024

	2023/2024 £	2023/2023 £
CURRENT ASSETS		
High interest business account	95860	95246
Current account	11807	12533
Cash in hand	565	564
Debtors	9793	9550
Equipment less Depreciation	790	692
Furniture and fixtures Less depreciation	346	348
Minibus (less depreciation)	15884	17884
	<hr/>	<hr/>
	135045	136817
CURRENT LIABILITIES		
Payment in advance	0	0
Uncashed cheques	0	0
Cash in hand	0	0
Creditors	2885	2986
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	2885	2986
BALANCE	132159	133831
FINANCED BY		
Accumulated fund brought forward	133831	110352
Surplus for the year (loss)	-1672	23479
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BALANCE	132159	133831

ATTLEBOROUGH DAY CENTRE

**RESTRICTED FUNDS ONLY
FOR THE PERIOD FROM 6TH APRIL 2023 TO 5TH APRIL 2024**

	£	£
FUND BALANCE BROUGHT FORWARD		4877
INCOME		
31. NCF - Community Lunches	0	
32. Norfolk Household Support 2	0	
33. Norfolk Household Support 3	0	
34. Empowering Communities Fund	0	
35. Connecting Older People Fund	0	
SOCIAL FUND	0	
36. Connecting Older People 2 / Goodman Tru	8920	
	<hr/>	
	8920	13797
EXPENDITURE		
31. NCF - Community Lunches		
32. Norfolk Household Support 2		
33. Norfolk Household Support 3		
34. Empowering Communities Fund		
35. Connecting Older People Fund	3013	
SOCIAL FUND	108	
36. Connecting Older People 2 / Goodman Tru	1536	
	<hr/>	
	4657	4657
BALANCE HELD		9140
SAVINGS ACCOUNT		9140

**Independent Examiner's Report
to the Trustees of
ATTLEBOROUGH DAY CENTRE - CHARITY NO. 1054909
ON THE ACCOUNTS FOR THE YEAR
FROM 6TH APRIL 2023 TO 5TH APRIL 2024
set out on pages 1 to 4**

I report on the accounts of the Trust for the year ended 5th April 2024, which are set out on pages 1 to 4.

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 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 Commission under section 145(5)(b) of the Charities Act; and
- to state whether particular matters have come to my attention.

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In connection with my examination, no material matters have come to my attention: which give me cause to believe that, in any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and contents of the accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

Signed :



Date :

3/6/2024

Name : Rysia Bane

Relevant professional qualification or body (if any) :

Address : 21 Jubilee Road, Watton, Norfolk, IP25 6BJ

ATTLEBOROUGH DAY CENTRE

FINANCIAL REPORT 5TH APRIL 2024

ATTLEBOROUGH DAY CENTRE
TOTAL FUNDS EXCLUDING RESTRICTED FUNDS (AND EXCLUDING MEMBERS FUND)
INCOME AND EXPENDITURE ACCOUNT
FOR THE PERIOD FROM 6TH APRIL 2023 TO 5TH APRIL 2024

	2023/2024	2022/2023
	£	£
INCOME		
Norfolk County Council	80394	63441
Private places	32940	38663
Members meals	7923	8959
Other meals	25046	18541
Community Lunch	2253	1668
Grants/donations/fundraising	159	1019
Covid-19 Grants (Resilience Fund)	0	20000
Mini bus income	8698	6064
Friday shopping service	730	594
Interest	1336	308
	<hr/>	<hr/>
	159479	159257
EXPENDITURE		
Rent	25575	21427
Wages/PAYE/Pension/DBS	92086	77017
Staff expenses	220	224
Telephone and Internet	1264	587
Insurance	0	1516
Stationery/postage/papers and advertising	1267	1207
Computer software and Website	176	0
Membership and Subscriptions	100	0
Minibus and petrol expenses	7538	5722
Kitchen & Hygiene supplies	16982	11707
Equipment and Repairs	299	70
Accounts/bookkeeping/administration	7873	7924
Examiner Gratuity	60	50
Activities	4117	4295
Training	1082	1064
Raffle costs	7	0
Bank charges	601	621
Governance	0	0
Depreciation	1904	2347
	<hr/>	<hr/>
	161151	135778
Surplus of Income over Expenditure	-1672	23479

ATTLEBOROUGH DAY CENTRE

BALANCE SHEET AS AT 5TH APRIL 2024

	2023/2024 £	2023/2023 £
CURRENT ASSETS		
High interest business account	95860	95246
Current account	11807	12533
Cash in hand	565	564
Debtors	9793	9550
Equipment less Depreciation	790	692
Furniture and fixtures Less depreciation	346	348
Minibus (less depreciation)	15884	17884
	<hr/>	<hr/>
	135045	136817
CURRENT LIABILITIES		
Payment in advance	0	0
Uncashed cheques	0	0
Cash in hand	0	0
Creditors	2885	2986
	<hr/>	<hr/>
	2885	2986
BALANCE	132159	133831
FINANCED BY		
Accumulated fund brought forward	133831	110352
Surplus for the year (loss)	-1672	23479
	<hr/>	<hr/>
BALANCE	132159	133831

ATTLEBOROUGH DAY CENTRE

**RESTRICTED FUNDS ONLY
FOR THE PERIOD FROM 6TH APRIL 2023 TO 5TH APRIL 2024**

	£	£
FUND BALANCE BROUGHT FORWARD		4877
INCOME		
31. NCF - Community Lunches	0	
32. Norfolk Household Support 2	0	
33. Norfolk Household Support 3	0	
34. Empowering Communities Fund	0	
35. Connecting Older People Fund	0	
SOCIAL FUND	0	
36. Connecting Older People 2 / Goodman Tru	8920	
	<hr/>	
	8920	13797
EXPENDITURE		
31. NCF - Community Lunches		
32. Norfolk Household Support 2		
33. Norfolk Household Support 3		
34. Empowering Communities Fund		
35. Connecting Older People Fund	3013	
SOCIAL FUND	108	
36. Connecting Older People 2 / Goodman Tru	1536	
	<hr/>	
	4657	4657
BALANCE HELD		9140
SAVINGS ACCOUNT		9140

**Independent Examiner's Report
to the Trustees of
ATTLEBOROUGH DAY CENTRE - CHARITY NO. 1054909
ON THE ACCOUNTS FOR THE YEAR
FROM 6TH APRIL 2023 TO 5TH APRIL 2024
set out on pages 1 to 4**

I report on the accounts of the Trust for the year ended 5th April 2024, which are set out on pages 1 to 4.

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 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 Commission under section 145(5)(b) of the Charities Act; and
- to state whether particular matters have come to my attention.

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

In connection with my examination, no material matters have come to my attention: which give me cause to believe that, in any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and contents of the accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

Signed :



Date :

3/6/2024

Name : Rysia Bane

Relevant professional qualification or body (if any) :

Address : 21 Jubilee Road, Watton, Norfolk, IP25 6BJ

ATTLEBOROUGH DAY CENTRE

England & Wales - Charity number 1054909

Accounts



Trustees' Annual Report for the period

From 6th April 2022 To 5th April 2023

Charity name: Attleborough Day Centre

Charity registration number: 1054909

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The object of the Centre shall be to promote the relief of elderly people in any manner which now is or hereinafter may be deemed by law to be charitable within Attleborough and District (hereinafter called 'the area of benefit') and in particular to provide a day care centre in order to benefit people who are elderly or disabled and to provide their carers with respite.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The provision of a Day Centre for older people three days a week, facilitation of local services to be accessed by local older people, such as transport for shopping, befriending, dementia etc.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees have received guidance documents issued by the Charity Commission on public benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	The Trustees continue to encourage more volunteers at the Centre to help keep running costs down and enable more

		quality time to be spent with service users when needed.
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>Opened in September 1994, this service is available to older people living alone or needing a high level of support from their families. The aim of the Centre is to provide high quality Day Care, assisting people to remain living at home and/or to provide a break for family members who otherwise give care.</p> <p>The Centre is open on Mondays, Tuesdays and Wednesdays for 51 weeks of the year (with the exception of Bank Holidays) and provides various opportunities for physical and mental stimulation and has capacity to care for up to 30 people per day including those increasingly needing a higher level of care. A Cook is employed to provide a freshly cooked, nutritious meal daily on the premises. A variety of activities are included within the price of a place at the Centre.</p> <p>The Centre runs its own tail-lift minibus with a driver and escort and can take wheelchair users to and from the Day Centre in addition to providing an unescorted shopping service for older residents of Attleborough, transporting them from their homes to the local supermarket and back.</p> <p>An Outreach Service provides an alternative for older people who choose not to attend the Centre. A freshly cooked lunch delivery offers hot meals five days a week delivered to the homes of older people. This enables workers to monitor individuals wellbeing throughout the year. The Centre also provides a Luncheon Club in response to identified need in the local population of Older People.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

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

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The Charity has reviewed its Reserves Policy and current reserves are adequate to comply with the policy
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Attleborough Day Centre aims to hold reserves amounting to between three and six months' average expenditure plus the amount required to fund staff redundancy payments in the event of closure of the Day Centre, as well as save money towards the eventual replacement of its Mini-bus.
Amount of reserves held	Para 1.22	£133831
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Recruitment of staff still remains difficult.

Additional information (optional)

You may choose to include further statements where relevant about:

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

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Unincorporated
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Local interested people with relevant skills and experience, election to post.

Additional information (optional)

You may choose to include further statements where relevant about:

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

Reference and Administrative details

Charity name	Attleborough Day Centre
Other name the charity uses	None
Registered charity number	1054909
Charity's principal address	St Mary's Church Hall Church Street Attleborough Norfolk NR17 2AH

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Rev Matthew Christopher Jackson			
2	Mrs Elizabeth Anne Burrows			
3	Mrs Brenda Greig	Chairman		
4	Mrs Ann Elizabeth Mary Rhind			
5	Mr David Stubbert			
6				
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19				
20				

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

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

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

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Finance, HR and Business related	Heather Nunn Business Services Ltd	Womack House, Swaffham Road, Ashill, Thetford, Norfolk, IP25 7DB

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

Mrs Emma Callaghan - Manager

Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	Brenda Greig	
Full name(s)	Brenda Greig	
Position (eg Secretary, Chair, etc)	Chairman	
Date	2 nd August 2023	

ATTLEBOROUGH DAY CENTRE

FINANCIAL REPORT 5TH APRIL 2023

ATTLEBOROUGH DAY CENTRE
TOTAL FUNDS EXCLUDING RESTRICTED FUNDS (AND EXCLUDING MEMBERS FUND)
INCOME AND EXPENDITURE ACCOUNT
FOR THE PERIOD FROM 6TH APRIL 2022 TO 5TH APRIL 2023

	2022/2023	2021/2022
	£	£
INCOME		
Norfolk County Council	63441	61204
Private places	38663	9438
Members meals	8959	3065
Other meals	18541	16063
Covid-19 Meal Delivery	0	932
Community Lunch	1668	0
Grants/donations/fundraising	1019	26460
Covid-19 Grants (Resilience Fund)	20000	750
HMRC Covid 19 SSP Grant	0	0
Mini bus income	6064	1650
Friday shopping service	594	0
Interest	308	110
Depreciation reversed from last year	0	2000
	<hr/>	<hr/>
	159257	121672
 EXPENDITURE		
Rent	21427	22401
Wages/PAYE/Pension/DBS	77017	56040
Cost of Covid-19 Shopping Service	0	0
Covid-19 PPE	0	426
Staff expenses	224	432
Telephone	587	631
Insurance	1516	1118
Stationery/postage/papers/advertising/ computer/website	1207	1846
Minibus and petrol expenses	5722	7283
Kitchen & Toiletry supplies	11707	10110
Equipment and Repairs	70	153
Accounts/bookkeeping/administration	7924	8178
Examiner Gratuity	50	50
Activities	4295	1035
Training	1064	914
Raffle costs	0	0
Bank charges	621	503
Governance	0	0
Depreciation	2347	470
	<hr/>	<hr/>
	135778	111590
 Surplus of Income over Expenditure	 23479	 10082

ATTLEBOROUGH DAY CENTRE

BALANCE SHEET AS AT 5TH APRIL 2023

	2022/2023 £	2021/2022 £
CURRENT ASSETS		
High interest business account	95246	81237
Current account	12533	8689
Cash in hand	564	409
Debtors	9550	1914
Equipment less Depreciation	692	923
Furniture and fixtures Less depreciation	348	464
Minibus (less depreciation)	17884	19884
	<hr/>	<hr/>
	136817	113520
CURRENT LIABILITIES		
Payment in advance	0	0
Uncashed cheques	0	0
Cash in hand	0	0
Creditors	2986	3168
	<hr/>	<hr/>
	2986	3168
BALANCE	133831	110352
FINANCED BY		
Accumulated fund brought forward	110352	100270
Surplus for the year (loss)	23479	10082
	<hr/>	<hr/>
BALANCE	133831	110352

ATTLEBOROUGH DAY CENTRE

**RESTRICTED FUNDS ONLY
FOR THE PERIOD FROM 6TH APRIL 2022 TO 5TH APRIL 2023**

	£	£
FUND BALANCE BROUGHT FORWARD		3766
INCOME		
16. Minibus Purchase	0	
20. Attleborough Town Council	0	
31. NCF - Community Lunches	0	
32. Norfolk Household Support 2	0	
33. Norfolk Household Support 3	1600	
34. Empowering Communities Fund	10000	
35. Connecting Older People Fund	6000	
SOCIAL FUND	1955	
	<hr/>	
	19555	23321
EXPENDITURE		
16. Minibus Purchase	2000	
20. Dementia Café	250	
31. NCF - Community Lunches	667	
32. Norfolk Household Support 2	850	
33. Norfolk Household Support 3	1600	
34. Empowering Communities Fund	10000	
35. Connecting Older People Fund	2985	
SOCIAL FUND	92	
	<hr/>	
	18444	18444
BALANCE HELD		4877
SAVINGS ACCOUNT		4877

**Independent Examiner's Report
to the Trustees of
ATTLEBOROUGH DAY CENTRE - CHARITY NO. 1054909
ON THE ACCOUNTS FOR THE YEAR
FROM 6TH APRIL 2022 TO 5TH APRIL 2023
set out on pages 1 to 4**

I report on the accounts of the Trust for the year ended 5th April 2023, which are set out on pages 1 to 4.

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 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 Commission under section 145(5)(b) of the Charities Act; and
- to state whether particular matters have come to my attention.

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

In connection with my examination, no material matters have come to my attention: which give me cause to believe that, in any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and contents of the accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

Signed : 

Date : 23/6/2023

Name : Rysia Bane

Relevant professional qualification or body (if any) :

Address : 21 Jubilee Road, Watton, Norfolk, IP25 6BJ

**Independent Examiner's Report
to the Trustees of
ATTLEBOROUGH DAY CENTRE - CHARITY NO. 1054909
ON THE ACCOUNTS FOR THE YEAR
FROM 6TH APRIL 2022 TO 5TH APRIL 2023
set out on pages 1 to 4**

I report on the accounts of the Trust for the year ended 5th April 2023, which are set out on pages 1 to 4.

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 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 Commission under section 145(5)(b) of the Charities Act; and
- to state whether particular matters have come to my attention.

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

In connection with my examination, no material matters have come to my attention: which give me cause to believe that, in any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and contents of the accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

Signed : 

Date : 23/6/2023

Name : Rysia Bane

Relevant professional qualification or body (if any) :

Address : 21 Jubilee Road, Watton, Norfolk, IP25 6BJ

ATTLEBOROUGH DAY CENTRE

England & Wales - Charity number 1054909

Accounts



Trustees' Annual Report for the period

From 6th April 2021 To 5th April 2022

Charity name: Attleborough Day Centre

Charity registration number: 1054909

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The object of the Centre shall be to promote the relief of elderly people in any manner which now is or hereinafter may be deemed by law to be charitable within Attleborough and District (hereinafter called 'the area of benefit') and in particular to provide a day care centre in order to benefit people who are elderly or disabled and to provide their carers with respite.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The provision of a Day Centre for older people three days a week, facilitation of local services to be accessed by local older people, such as transport for shopping, befriending, dementia etc.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees have received guidance documents issued by the Charity Commission on public benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	The Trustees are trying to encourage more volunteers at the Centre in an effort to help keep running costs down and enable more

		quality time to be spent with service users when needed.
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>Opened in September 1994, this service is available to older people living alone or needing a high level of support from their families. The aim of the Centre is to provide high quality Day Care, assisting people to remain living at home and/or to provide a break for family members who otherwise give care.</p> <p>The Centre is open on Mondays, Tuesdays and Wednesdays for 51 weeks of the year (with the exception of Bank Holidays) and provides various opportunities for physical and mental stimulation and has capacity to care for up to 30 people per day including those increasingly needing a higher level of care. A Cook is employed to provide a freshly cooked, nutritious meal daily on the premises. A variety of activities are included within the price of a place at the Centre.</p> <p>The Centre runs its own tail-lift minibus with a driver and escort and can take wheelchair users to and from the Day Centre in addition to providing an unescorted shopping service for older residents of Attleborough, transporting them from their homes to the local supermarket and back.</p> <p>The Covid-19 pandemic saw the birth of an Outreach Service which has continued and provides an alternative for people who choose not to attend the Centre. A freshly cooked lunch delivery service was also commenced and has been sustained; offering hot meals five days a week, delivered to the homes of older people. This enables workers to monitor individuals wellbeing throughout the year, but particularly during the winter months. The Centre has also provided other support groups including a Dementia Café and</p>

		Luncheon Club in response to identified need in the local population of Older People.
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Additional information (optional)

You may choose to include further statements where relevant about:

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

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The Charity has reviewed its Reserves Policy and current reserves are adequate to comply with the policy
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Attleborough Day Centre aims to hold reserves amounting to between three and six months' average expenditure plus the amount required to fund staff redundancy payments in the event of closure of the Day Centre, as well as save money towards the eventual replacement of its Mini-bus.
Amount of reserves held	Para 1.22	£108397
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Recruitment of staff remained difficult during this year

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	The Centre received a significant donation from Wymondham Day Centre which unfortunately closed permanently due to the to Covid-19 pandemic.
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Unincorporated
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Local interested people with relevant skills and experience, election to post.

Additional information (optional)

You may choose to include further statements where relevant about:

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

Reference and Administrative details

Charity name	Attleborough Day Centre
Other name the charity uses	None
Registered charity number	1054909
Charity's principal address	St Mary's Church Hall Church Street Attleborough Norfolk NR17 2AH

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Rev Matthew Christopher Jackson			
2	Mrs Elizabeth Anne Burrows			
3	Mrs Brenda Greig	Chairman		
4	Mrs Ann Elizabeth Mary Rhind			
5	Mr David Stubbert			
6				
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20				

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

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

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

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Finance, HR and Business related	Heather Nunn Business Services Ltd	Womack House, Swaffham Road, Ashill, Thetford, Norfolk, IP25 7DB

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

Mrs Emma Callaghan - Manager

Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	Brenda Greig	
Full name(s)	Brenda Greig	
Position (eg Secretary, Chair, etc)	Chairman	
Date	22nd July 2022	

ATTLEBOROUGH DAY CENTRE

FINANCIAL REPORT 5TH APRIL 2022

ATTLEBOROUGH DAY CENTRE
TOTAL FUNDS EXCLUDING RESTRICTED FUNDS (AND EXCLUDING MEMBERS FUND)
INCOME AND EXPENDITURE ACCOUNT
FOR THE PERIOD FROM 6TH APRIL 2021 TO 5TH APRIL 2022

	2021/2022	2020/2021
	£	£
INCOME		
Norfolk County Council	61204	69499
Private places	9438	36
Members meals	3065	0
Other meals	16063	0
Covid-19 Meal Delivery	932	17145
Raffle proceeds	0	0
Baths	0	150
Grants/donations/fundraising	26460	2592
Covid-19 Grants	750	3781
HMRC Covid 19 SSP Grant	0	192
Mini bus income	1650	0
Friday shopping service	0	0
Interest	110	98
Depreciation reversed from last year	2000 *	0
	<hr/>	<hr/>
	121672	93493
EXPENDITURE		
Rent	22401	11770
Wages/PAYE/Pension/DBS	56040	60857
Cost of Covid-19 Shopping Service	0	70
Covid-19 PPE	426	742
Staff expenses	432	442
Telephone	631	465
Insurance	1118	0
Stationery/postage/papers/advertising/ computer/website	1846	1958
Minibus and petrol expenses	7283	2670
Kitchen & Toiletry supplies	10110	9337
Equipment and Repairs	153	372
Accounts/bookkeeping/administration	8178	9749
Examiner Gratuity	50	50
Activities	1035	136
Training	914	586
Raffle costs	0	0
Bank charges	503	311
Governance	0	0
Depreciation	470	2868 *
	<hr/>	<hr/>
	111590	102383
Surplus of Income over Expenditure	10082	-8890

ATTLEBOROUGH DAY CENTRE

BALANCE SHEET AS AT 5TH APRIL 2022

	2021/2022 £	2020/2021 £
CURRENT ASSETS		
High interest business account	81237	71193
Current account	8689	2232
Cash in hand	409	571
Debtors	1914	5713
Equipment less Depreciation	923	1199
Furniture and fixtures Less depreciation	464	597
Minibus (less depreciation)	19884	21884
	<hr/>	<hr/>
	113520	103389
CURRENT LIABILITIES		
Payment in advance	0	0
Uncashed cheques	0	0
Cash in hand	0	0
Creditors	3168	3119
	<hr/>	<hr/>
	3168	3119
BALANCE	110352	100270
FINANCED BY		
Accumulated fund brought forward	100270	109160
Surplus for the year (loss)	10082	-8890
	<hr/>	<hr/>
BALANCE	110352	100270

ATTLEBOROUGH DAY CENTRE

**RESTRICTED FUNDS ONLY
FOR THE PERIOD FROM 6TH APRIL 2021 TO 5TH APRIL 2022**

	£	£
FUND BALANCE BROUGHT FORWARD		6809
INCOME		
16. Minibus Purchase	0	
20. Attleborough Town Council	0	
22. Norfolk Recovery Fund	0	
24. Infection Control Round 2	0	
26. Infection Control Round 3	6300	
28. Infection Control Fund Round 4	6880	
29. Norfolk Household Support	1250	
30. Infection Control Fund Round 5	6119	
31. NCF - Community Lunches	1000	
32. Norfolk Household Support 2	850	
	<hr/>	
	22399	29208
EXPENDITURE		
16. Minibus Purchase	2000	
20. Dementia Café	0	
22. Recovery from Covid-19	345	
24. Infection Control Round 2	2215	
26. Infection Control Round 3	6300	
28. Infection Control Fund Round 4	6880	
29. Norfolk Household Support	1250	
30. Infection Control Fund Round 5	6119	
31. NCF - Community Lunches	333	
32. Norfolk Household Support 2	0	
	<hr/>	
	25442	25442
BALANCE HELD		0
SAVINGS ACCOUNT		3766

**ATTLEBOROUGH DAY CENTRE
MEMBERS SOCIAL FUND
INCOME AND EXPENDITURE ACCOUNT
FOR THE PERIOD FROM 6TH APRIL 2021 TO 5TH APRIL 2022**

	£	£
FUND BALANCE BROUGHT FORWARD		1955
INCOME		
Social fund collections/donations	0	
Social fund fundraising	0	
	0	1955
EXPENDITURE		
Social fund outings/activities	0	
Social fund transport	0	
	0	0
BALANCE HELD		1955
CURRENT ACCOUNT		1955

**Independent Examiner's Report
to the Trustees of
ATTLEBOROUGH DAY CENTRE - CHARITY NO. 1054909
ON THE ACCOUNTS FOR THE YEAR
FROM 6TH APRIL 2021 TO 5TH APRIL 2022
set out on pages 1 to 5**

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It is my responsibility to :

- examine the accounts under section 145 of the Charities Act;
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- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and contents of the accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

Signed : 

Date : 15/7/2022

Name : Rysia Bane

Relevant professional qualification or body (if any) :

Address : 21 Jubilee Road, Watton, Norfolk, IP25 6BJ

**Independent Examiner's Report
to the Trustees of
ATTLEBOROUGH DAY CENTRE - CHARITY NO. 1054909
ON THE ACCOUNTS FOR THE YEAR
FROM 6TH APRIL 2021 TO 5TH APRIL 2022
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Signed : 

Date : 15/7/2022

Name : Rysia Bane

Relevant professional qualification or body (if any) :

Address : 21 Jubilee Road, Watton, Norfolk, IP25 6BJ

ATTLEBOROUGH DAY CENTRE

England & Wales - Charity number 1054909

Accounts



Trustees' Annual Report for the period

From 6th April 2020 To 5th April 2021

Charity name: Attleborough Day Centre

Charity registration number: 1054909

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The object of the Centre shall be to promote the relief of elderly people in any manner which now is or hereinafter may be deemed by law to be charitable within Attleborough and District (hereinafter called 'the area of benefit') and in particular to provide a day care centre in order to benefit people who are elderly or disabled and to provide their carers with respite.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The provision of a Day Centre for older people three days a week, facilitation of local services to be accessed by local older people, such as transport for shopping, befriending, dementia etc.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees have received guidance documents issued by the Charity Commission on public benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

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

Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>Opened in September 1994, this service is available to older people living alone or needing a high level of support from their families. The aim of the Centre is to provide high quality Day Care, assisting people to remain living at home and/or to provide a break for family members who otherwise give care.</p> <p>The Centre is open on Mondays, Tuesdays and Wednesdays for 51 weeks of the year (with the exception of Bank Holidays) and provides various opportunities for physical and mental stimulation and cares for up to 30 people per day including those increasingly needing a higher level of care. A Cook is employed to provide a freshly cooked, nutritious meal daily on the premises. A variety of activities are included within the price of a place at the Centre and various optional outings and activities take place at additional cost.</p> <p>The Centre also has a bathing facility which is available to Centre users and other local residents.</p> <p>In addition the Centre also offers freshly cooked meals to local residents. People using this service make their own way to the Centre for lunch. The Centre runs its own tail-lift minibus with a driver and escort and can take wheelchair users. The Centre supplies the minibus and driver on Fridays to transports older residents of Attleborough from their homes to the local supermarket and back.</p> <p>The Centre runs a 'Dementia café' for a half day each month to support dementia sufferers and their carers. The Centre also hosts a drop-in health and well-being service for older people with a café facility on an additional half</p>

		<p>day every two weeks.</p> <p>The Centre also runs a befriending service which visits older people in their own homes.</p> <p>The Centre encourages visitors to the Centre and puts on Open Day events from time to time to help Centre users engage with their local community and vice versa.</p> <p>This entire year has seen restrictions due to the Covid-19 pandemic. There were no building-based services for the entire year, but an Outreach Service was sustained throughout. This service sought to provide alternatives for service users and the older local community during restrictions. Fresh cooked lunches and activity packs were delivered. Support visits were made when restrictions allowed together with wellbeing phone calls, and the Centre participated in the Alcove Carephone Project which has helped older people keep in touch with loved ones and the centre. Essential shopping was also provided, with delivery to service users homes.</p>
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Additional information (optional)

You may choose to include further statements where relevant about:

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

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The Charity has reviewed its Reserves Policy and current reserves are adequate to comply with the policy
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Attleborough Day Centre aims to hold reserves amounting to between three and six months' average expenditure plus the amount required to fund staff redundancy payments in the event of closure of the Day Centre, as well as save money towards the eventual replacement of its Mini-bus.
Amount of reserves held	Para 1.22	£69210
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	The charity has had to use some of its reserves to maintain services through the year despite ongoing support and some successful small grant funding. As we ended the year the centre was struggling to recruit care workers in the ongoing Covid climate.

Additional information (optional)

You may choose to include further statements where relevant about:

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

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Unincorporated
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Local interested people with relevant skills and experience, election to post.

Additional information (optional)

You may choose to include further statements where relevant about:

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

Reference and Administrative details

Charity name	Attleborough Day Centre
Other name the charity uses	None
Registered charity number	1054909
Charity's principal address	St Mary's Church Hall Church Street Attleborough Norfolk NR17 2AH

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Rev Matthew Christopher Jackson			
2	Mrs Elizabeth Anne Burrows			
3	Mrs Brenda Greig	Chairman		
4	Mrs Ann Elizabeth Mary Rhind			
5	Mr David Stubbert			
6				
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19				
20				

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

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

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

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Finance, HR and Business related	Heather Nunn Business Services Ltd	Womack House, Swaffham Road, Ashill, Thetford, Norfolk, IP25 7DB

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

Mrs Emma Callaghan - Manager

Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	Brenda Greig	
Full name(s)	Brenda Greig	
Position (eg Secretary, Chair, etc)	Chairman	
Date	TBC	

ATTLEBOROUGH DAY CENTRE

FINANCIAL REPORT 5TH APRIL 2021

ATTLEBOROUGH DAY CENTRE
TOTAL FUNDS EXCLUDING RESTRICTED FUNDS (AND EXCLUDING MEMBERS FUND)
INCOME AND EXPENDITURE ACCOUNT
FOR THE PERIOD FROM 6TH APRIL 2020 TO 5TH APRIL 2021

	2020/2021	2019/2020
	£	£
INCOME		
Norfolk County Council	69499	76965
Private places	36	30766
Members meals	0	8092
Other meals	0	3948
Covid-19 Meal Delivery	17145	0
Raffle proceeds	0	918
Baths	150	460
Grants/donations/fundraising	2592	931
Covid-19 Grants	3781	0
HMRC Covid 19 SSP Grant	192	0
Mini bus income	0	8638
Friday shopping service	0	672
Interest	98	306
	<hr/>	<hr/>
	93493	131696
EXPENDITURE		
Rent	11770	23056
Wages/PAYE/Pension/DBS	60857	88705
Cost of Covid-19 Shopping Service	70	0
Covid-19 PPE	742	0
Staff expenses	442	614
Telephone	465	501
Insurance	0	870
Stationery/postage/papers/advertising/ computer/website	1958	2462
Minibus and petrol expenses	2670	4232
Kitchen & Toiletry supplies	9337	8357
Equipment and Repairs	372	424
Accounts/bookkeeping/administration	9749	7817
Examiner Gratuity	50	100
Activities	136	6856
Training	586	103
Raffle costs	0	31
Bank charges	311	543
Governance	0	207
Depreciation	2868	2808
	<hr/>	<hr/>
	102383	147686
Surplus of Income over Expenditure	-8890	-15990

ATTLEBOROUGH DAY CENTRE

BALANCE SHEET AS AT 5TH APRIL 2021

	2020/2021 £	2019/2020 £
CURRENT ASSETS		
High interest business account	71193	85218
Current account	2232	-548
Cash in hand	571	590
Debtors	5713	357
Equipment less Depreciation	1199	1527
Furniture and fixtures Less depreciation	597	897
Minibus (less depreciation)	21884	23884
	<hr/>	<hr/>
	103389	111925
CURRENT LIABILITIES		
Payment in advance	0	0
Uncashed cheques	0	0
Cash in hand	0	0
Creditors	3119	2765
	<hr/>	<hr/>
	3119	2765
BALANCE	100270	109160
FINANCED BY		
Accumulated fund brought forward	109160	125150
Surplus for the year (loss)	-8890	-15990
	<hr/>	<hr/>
BALANCE	100270	109160

ATTLEBOROUGH DAY CENTRE
RESTRICTED FUNDS ONLY
FOR THE PERIOD FROM 6TH APRIL 2020 TO 5TH APRIL 2021

	£	£
FUND BALANCE BROUGHT FORWARD		6249
INCOME		
16. Minibus Purchase	0	
20. Attleborough Town Council	400	
7. Dementia Café	0	
19. Norfolk Community Fund	1000	
21. Tesco Bags of Help	500	
22. Norfolk Recovery Fund	10000	
24. NCC Infection Control Fund Round 2	6580	
	<hr style="width: 100%;"/>	
	18480	24729
EXPENDITURE		
16. Minibus Purchase	2000	
19. Norfolk Community Fund	1000	
20. Dementia Café	400	
21. Covid-19	500	
22. Recovery from Covid-19	9655	
24. Covid-19 Infection Control	4365	
	<hr style="width: 100%;"/>	
	17920	17920
BALANCE HELD		6809
SAVINGS ACCOUNT		6809

**ATTLEBOROUGH DAY CENTRE
MEMBERS SOCIAL FUND
INCOME AND EXPENDITURE ACCOUNT
FOR THE PERIOD FROM 6TH APRIL 2020 TO 5TH APRIL 2021**

	£	£
FUND BALANCE BROUGHT FORWARD		2089
INCOME		
Social fund collections/donations	0	
Social fund fundraising	0	
	0	2089
EXPENDITURE		
Social fund outings/activities	134	
Social fund transport	0	
	134	134
BALANCE HELD		1955
CURRENT ACCOUNT		1955

**Independent Examiner's Report
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Signed : 

Date : 30/6/2021

Name : Rysia Bane

Relevant professional qualification or body (if any) :

Address : 21 Jubilee Road, Watton, Norfolk, IP25 6BJ

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