



Association of Friends

Caring for the Elderly

ASSOCIATION OF FRIENDS
OF
PRINCE EDWARD, DUKE OF KENT COURT

ACCOUNTS FOR THE YEAR ENDED
30th June 2021

CONTENTS

Page 1	Charity Information
Page 2	Report of the Trustees and Statement of Trustees Responsibilities
Page 3	Statement of Financial Activities
Page 4	Balance Sheet
Page 5 - 7	Notes to the Accounts
Page 8	Independent Examiner's Report



Association of Friends of Prince Edward, Duke of Kent Court,
Stisted Hall, Stisted, Braintree, Essex CM77 8AG
www.friendsofpedokc.org.uk

Regd. Charity No. 1057867

ASSOCIATION OF FRIENDS OF PRINCE EDWARD, DUKE OF KENT COURT

CHARITY INFORMATION

30th JUNE 2021

ELECTED TRUSTEES:	B M Stedman	President
	C R Dunnico	Chairman
	N Oldacre, MBE	Vice Chairman
	D Badger	Secretary
	G V C Elvidge	Treasurer
	L Harris	Membership Secretary
	K A Oldacre (Mrs.)	House Advisor
	N Oldacre, MBE	Residents' Activity Organiser
	G Turner	Summer Fete Organiser (appointed 9/12/2020)
	D May	
	A McLeod	
	G S Larke	

PRINCIPAL OFFICER: B M Stedman
C/o Registered Address (below)

REGISTERED ADDRESS: Stisted Hall
Stisted
Braintree
Essex
CM77 8AG

REGISTERED CHARITY NUMBER: 1057867

BANKERS: Barclays Bank PLC
Leicester
LE87 2BB

INDEPENDENT EXAMINERS: Azets Audit Services
Chartered Accountants
1 Nelson Street
Southend-on-Sea
Essex
SS1 1EG

ASSOCIATION OF FRIENDS OF PRINCE EDWARD, DUKE OF KENT COURT

REPORT OF THE TRUSTEES FOR THE YEAR ENDED

30th June 2021

The Trustees of the Charity present their report with the Financial Statements of the Charity for the year ended 30th June 2021.

GOVERNING DOCUMENT: The Charity was established on 31st July 1996 and is governed by its Constitution.

PRINCIPAL ACTIVITY: The principal activity of the Charity is to relieve and assist, by all charitable means, the Residents of Prince Edward Duke of Kent Court, currently situated at Stisted Hall, Braintree, Essex.

The Trustees can confirm that they have paid due regard to the guidance of the Charity Commission in respect of public benefit.

FINANCIAL POSITION The Charity's financial position continues to be healthy. The charity has sufficient net assets to fulfill its objectives.

RESERVES POLICY: The Charity's policy is to build up reserves in order to provide flexibility to cover shortages of funds in the short-term from donations and other forms of income.

The Trustees consider that the Charity holds satisfactory levels of reserves to allow it to fulfill this policy.

RISK MANAGEMENT: The Trustees can confirm that they have considered major risks which may arise and in their opinion, none are foreseen at the date of this report.

ORGANISATION: The Trustees are elected and appointed annually at the Annual General Meeting. The current serving Trustees are named on the Charity Information page of these Accounts.

TRUSTEES: The Trustees who held office throughout the year are detailed at the front of the Accounts.

TRUSTEES' RESPONSIBILITIES STATEMENT

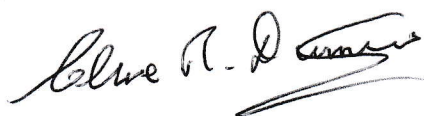
The trustees are responsible for preparing the 'Report of the Trustees' and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity 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 in the Charities SORP;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable accounting standards 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 operation.

The trustees are responsible for keeping proper accounting records that 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 Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. 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.

On behalf of the Board of Trustees:



Clive R. Dunnico (Chairman)

Approved by the Board on 19th November 2021

Association of Friends of Prince Edward, Duke of Kent Court
Statement of Financial Activities for the Year Ended 30th June 2021

	<u>Total Funds</u> <u>Unrestricted</u> <u>2021</u> <u>£</u>	<u>Total Funds</u> <u>Unrestricted</u> <u>2020</u> <u>£</u>
<u>Incoming Resources</u>		
Donations - Notes 1 & 9	4,866	6,030
Legacy - Note 10	40,639	8,672
Membership Fees:		
Annual Subscriptions	4,401	4,731
Grand, Vice Patron and Life	475	632
Tax Recoverable	645	500
Bank Interest Received	29	443
Events: Coffee Mornings	--	111
Garden Fête Income - Note 1	4,155	14,853
Golf Day	--	800
Total Income (A):	<u>55,210</u>	<u>36,772</u>
<u>Operating Expenditure</u>		
<u>Charitable Activities:</u>		
Donations		
Garden Fête Expenses -Note 1	69	6,418
<u>Management and Administration:</u>		
Sundry Expenses	144	--
<u>Governance Costs:</u>		
Professional Fees & Audit Fee	1,818	1,964
Total Operating Expenditure (B):	<u>2,031</u>	<u>8,382</u>
Net Operating Incoming/(Outgoing) Resources (= A-B):	<u>53,179</u>	<u>28,390</u>
 Fund Balances Brought Forward:	 86,039	 77,997
Add Net Incoming Resources for Year	53,179	28,390
<u>Total Funds Available for Distribution:</u>	<u>139,218</u>	<u>106,387</u>
 <u>Less: Distribution of Funds for Charitable Purposes:</u>		
Equipment/Facilities Provided - Note 8	29,385	5,264
Residents Amenity Fund	10,422	13,184
Residents Seasonal Gifts	800	1,900
Total Charitable Expenditure (C):	<u>40,607</u>	<u>20,348</u>
 Net Incoming/(Outgoing) Resources (=A-B-C):	 12,572	 8,042
Fund Balances Carried Forward at 30th June 2021:	<u>£98,611</u>	<u>£86,039</u>

ASSOCIATION OF FRIENDS OF PRINCE EDWARD, DUKE OF KENT COURT

BALANCE SHEET as at 30th JUNE 2021

	<u>General Fund</u> <u>All Unrestricted</u> <u>2021</u>	<u>Total Funds</u> <u>2020</u>
<u>Current Assets</u>		
Bank Current Account - Main	18,445	10,463
Bank Current A/c - Garden Fête	5,048	4,698
COIF Charities Fund Deposit	75,177	75,148
Tax Recoverable	3,124	3,620
Other Debtor	1,141	-
Home Advisor	500	173
Garden Fête – Prepayments	-	69
	<u>103,435</u>	<u>94,171</u>
<u>Less Liabilities</u>		
Creditors and Accruals Note 4	4,824	4,327
Garden Fête - Advanced Received	-	3,805
<u>Net Assets</u>	<u>98,611</u>	<u>86,039</u>
<u>Funds</u>		
Unrestricted Note 6	42,219	35,647
Specially Designated Note 9	56,392	50,392
Total Funds	<u>98,611</u>	<u>86,039</u>


On behalf of the Board of Trustees:

Approved by:

C R Dunnico (Chairman).....



D Badger (Secretary).....



Date 19th November 2021

The notes on pages 5 and 6 form part of these accounts.

ASSOCIATION OF FRIENDS OF PRINCE EDWARD, DUKE OF KENT COURT
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30th June 2021

1. GENERAL INFORMATION & ACCOUNTING POLICIES

Association of Friends of Prince Edward, Duke of Kent Court is an unincorporated charity registered in England. The address of the registered office is given in the charity information on page 1 of these financial statements. The nature of the charity's operations and principal activities are shown in the Report of the Trustees.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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 United Kingdom and Republic of Ireland (FRS 102) (effective 1 January 2019), the Charities Act 2011 and UK Generally Accepted Accounting Practice.

The charity has applied Update Bulletin 1 as published on 2 February 2016 and does not include a cash flow statement on the grounds that it is applying FRS 102 Section 1A.

Income

Gifts, donations and other forms of voluntary income have been included within the Financial Statements as and when they are received. No permanent endowments have been received during this year.

Garden Fête Income

We are very grateful to those that purchased tickets for 2020 Garden Fete, who kindly donated their payments to the Association, rather than requesting a refund when the Garden Party was cancelled due to COVID-19 restrictions. The net Garden Fête surplus amounted to £4,085. Unavoidable costs associated with the cancellation of the event amounted to £69.

Tangible Fixed Assets

Tangible Fixed Assets are stated at cost or valuation less depreciation. Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value over their expected useful lives on the following base: Fixtures & Fittings - 15% straight line method.

The Association does not hold any fixed assets at the present time.

Resources Expended

All Charitable Expenditure is included in the Statement of Financial Activities on the accruals basis. Garden Fête expenditure has been shown separately from the relevant income for the current year.

Unrestricted Funds

Unrestricted Funds are donations and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

Specially Designated Funds

Specially Designated Funds are allocations from the Unrestricted Funds which have been assigned to specific requests from the Home and approved by the Trustees. A Specially Designated Fund following receipt of a legacy now stands at £392. (Note 10) In addition, a further S.D. Fund to provide for replacement of mini-buses at the end of their life now stands at £55,000. A further S.D. Fund to benefit the residents of the Dementia Care Unit stands at £1,000.

Restricted Funds

Restricted Funds can only be used for particular restricted purposes within the objects of the Charity. Restrictions arise when specified by the donor or when funds are raised for a particular restricted purpose.

Fundamental Accounting Concept

The trustees are currently pursuing options to raise donations and to cover the Charity's operating costs for the 12 months from the date of approval of these accounts. It is the Trustee's opinion that the Charity will be able to raise the suitable finance necessary to continue as a going concern and the accounts of the Charity have therefore been prepared on a 'going concern' basis.

2. EMOLUMENTS

No remuneration was paid to any Trustee of the charity.

3. TAXATION

Agreement has been reached with HM Revenue & Customs Claims Branch for Trusts and Charities that there will be no liability to income tax.

ASSOCIATION OF FRIENDS OF PRINCE EDWARD, DUKE OF KENT COURT
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED
30th June 2021

4. CREDITORS AND ACCRUALS

	<u>2021</u>	<u>2020</u>
Sundry Creditors	3,074	2,577
Accrued Expenses	1,750	1,750
Total	<u>£4,824</u>	<u>£4,327</u>

5. RELATED PARTY TRANSACTIONS

There is no remuneration paid to Trustees and the only expenses paid to Trustees are done so in order to reimburse them for amounts already paid on behalf of the Charity towards the achievement of its objects.

In the event of the Charity being dissolved any assets remaining after the satisfaction of all debts and liabilities shall be paid or transferred as set out in the Constitution.

No one person ultimately controls the Charity.

6. MOVEMENT IN FUNDS

	<u>As at 1st July 2020</u>	<u>Net Movement in Funds *</u>	<u>As at 30th June 2021</u>
Unrestricted Funds	35,647	6,572	42,219
Specially Designated 1	--	1,000	1,000
Specially Designated 2	392	--	392
Specially Designated 3	50,000	5,000	55,000
Restricted Fund	--	--	--
	<u>86,039</u>	<u>12,572</u>	<u>98,611</u>

* Net movement in funds, included in the above are as follows:

	<u>Incoming</u>	<u>Resources</u>	<u>Movement</u>		<u>Net Movement</u>
	<u>Resources</u>	<u>Expended</u>	<u>in Funds</u>	<u>Transfers</u>	<u>in Funds</u>
Unrestricted General Fund	54,565	(41,993)	12,572	(6,000)	6,572
Specially Designated	--	--	--	6,000	6,000
Restricted Fund	--	--	--	--	--
	<u>54,565</u>	<u>(41,993)</u>	<u>12,572</u>	<u>--</u>	<u>12,572</u>

7. REVENUE RESERVE

	<u>2021</u>	<u>2020</u>
	<u>£</u>	<u>£</u>
Opening Balance 1 st July 2020	86,039	77,997
Surplus/(Deficit) for the year	12,572	8,042
Closing Balance 30 th June 2021	<u>98,611</u>	<u>86,039</u>

THESE NOTES FORM AN INTEGRAL PART OF THE ACCOUNTS

ASSOCIATION OF FRIENDS OF PRINCE EDWARD, DUKE OF KENT COURT
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED
30th June 2021

8. EQUIPMENT AND FACILITIES PROVIDED

During the year the Charity provided the following Equipment and Facilities for the Home:

Ednology Yeti table	7,977
Fibreglass Animals	5,819
iPad	329
Projector	6,675
TV main lounge	1,428
Karaoke Machine	143
Weather Sides	1,350
Wildlife CCTV	240
Golf Cart	5,424

29,385

9. SPECIALLY DESIGNATED FUND

We hold designated (but not Restricted) fund for the replacement of resident transport vehicles at the end of their useful life. This fund stands at £55,000 (2020: £50,000).

£1,000 was received designated for the benefit of the Dementia Unit.

10. LEGACY

A legacy of £5,000 was received in 2017 from a deceased member of the Edward Alleyn Lodge No.186. The Trustees have agreed to designate these funds to the purchase of Profile Beds and Equipment for use of the Residents. £392 remains for this purpose.

£40,639 was received from the LH Miles legacy which was not specially designated.

Independent Examiner's Report to the Trustees of Association of Friends of Prince Edward, Duke of Kent Court

I report on the accounts of the charity for the year ended 30th June 2021 which are set out on pages three to seven.

Responsibilities and basis of report

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

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Basis of independent examiner's report

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

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of 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 no concerns and 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.



Adam Hubbard BA(Hons) FCA
Azets Audit Services
Chartered Accountants
1-5 Nelson Street
Southend on Sea
Essex
SS1 1EG

Date: 19th November 2021