



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 01	Month 04	Year 21		Day 31	Month 03	Year 22

Section A

Reference and administration details

Charity name **MELBOURN MOBILE WARDEN SCHEME**

Other names charity is known by **MMWS**

Registered charity number (if any) **1059815**

Charity's principal address **23 Elm Way, Melbourn, Royston, Herts**

Postcode **SG8 6UH**

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	Colin Conner	Chair		
2	Jose Hales	Secretary		
3	Mike Swann	Treasurer		
4	Sally Conner			
5	Richard Cage			
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document <small>(eg. trust deed, constitution)</small>	Constitution – May 2016 (Revision 4)
How the charity is constituted <small>(eg. trust, association, company)</small>	Unincorporated association
Trustee selection methods <small>(eg. appointed by, elected by)</small>	Trustees re appointed/re-appointed annually at the AGM meeting held in July.

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The trustees are volunteers appointed as and when required to ensure a working management committee of between 3 and 5 people. Reappointment takes place at the AGM in July.

Trustees are appointed by the board based on their professional and inter community experience. Training is via the scheme's constitutional documentation and code of practice.

The charity was established in 1996 with the aim to provide a low cost Mobile Warden Scheme for the residents of Melbourn.

The purpose of the scheme is to enable elderly people in the village to continue to live alone but with support services provided by our team of wardens currently numbering 6.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The primary aim of the scheme is to provide early intervention and prevention in support of elderly and mobility impaired adults with a range of physical and sensory impairments and/or dementia. The scheme looks to promote independence, well-being, reduction in social isolation and loneliness and support people to remain in their own home where possible.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The standard service we provide is a twice weekly visit to members by a personal warden plus daily telephone calls on other days.

Practical errands are also carried out for our members including shopping, prescription collection, liaison with medical services, community transport organisation as well as a range of other services.

The wardens have a co-ordinator who reports to the trustees with any matters of concern arising for members or the wardens in general plus requests for procedural or financial matters needing to be addressed.

The charity engages with other organisations in the village where an interaction enables the members to enjoy additional facilities.

For example, and Covid permitting, there is a weekly lunch club at the Melbourn Community Hub which is well supported by scheme members.

When the opportunity arises the scheme also funds external lunch outings and pre-Covid, these were taking place 2 or 3 times a year.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

The restrictions due to the Covid pandemic during the 20/21 year have comprised the usual services that the scheme has been able to provide to its members.

However, despite the need during lockdowns to not visit people, our wardens have stuck valiantly to their task by increasing the telephone contact with members and a doorstep delivery of essential provisions and medications when needed.

During the current 21/22 year this service has been maintained.

Additionally, as a substitute for pre-Covid activities including group lunches, the scheme has provided cream teas, and hampers throughout the year as well as a monthly newsletter with a range of articles on the wardens and their personal history, as well as quizzes and competitions. In adverse circumstances the scheme has made every effort to provide members with continued support to lessen their isolation.

Section E

Financial review

Brief statement of the charity's policy on reserves

Over a number of years the scheme has steadily built up its reserves to the current healthy balance.
However, the trustees are well aware that currently a substantial part of the scheme's income is derived from grant and donations which are by no means guaranteed and with government funding cutbacks likely in the foreseeable future, the need to retain reserves is paramount.
Further financial review details
In the 21/22 income from grants and donations amounted to 60% of total revenue highlighting the comments above relating to reserves.

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Principal funding for the charity comes from two sources

- 1) – Monthly fees paid by each scheme member
- 2) - Grants and donations from local authorities and business.

Main expenditure is for salaries paid to our wardens to enable them to provide the scheme's services to our members.

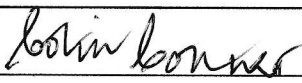
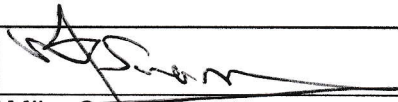
Section F

Other optional information

Section G

Declaration

The trustees declare that they have approved the trustees' report above.
Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Colin Conner	Mike Swann
Position (eg Secretary, Chair, etc)	Chair	Treasurer

Date

25/1/23



CHARITY COMMISSION
FOR ENGLAND AND WALES

Melbourn Mobile Warden Scheme

Receipts and payments accounts

CC16a

For the period
from

01/04/2021

To

31/03/2022

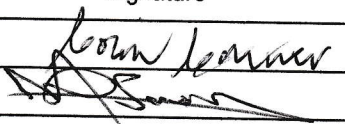

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Members fees	12,061	-	-	12,061	7,583
Grants and donations	17,114	-	-	17,114	17,351
Associate villages	1,350	-	-	1,350	1,575
Bank interest	5	-	-	5	62
Friends transfer	106	-	-	106	2,000
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	30,636	-	-	30,636	28,571
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	30,636	-	-	30,636	28,571
A3 Payments					
Salaries	31,500	-	-	31,500	25,402
Insurance	390	-	-	390	239
Covid support for members	-	-	-	-	1,155
CB Checks	43	-	-	43	251
Training/Meetings	188	-	-	188	64
IT/Stationery	457	-	-	457	388
Hampers	1,320	-	-	1,320	1,492
Miscellaneous	267	-	-	267	416
Dinning	-	-	-	-	-
Sub total	34,165	-	-	34,165	29,407
A4 Asset and investment purchases. (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	34,165	-	-	34,165	29,407
Net of receipts/(payments)	Minus 3529	-	-	Minus 3529	Minus 836
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	Minus 3529	-	-	Minus 3529	Minus 836

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Current bank account	7,512	-	-
	Deposit bank account	49,260	-	-
		-	-	-
	Total cash funds	56,772	-	-
(agree balances with receipts and payments account(s))				
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Colin Conner	25/01/23
	Michael Swann	25/01/23



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Melbourn Mobile Warden Scheme

On accounts for the year
ended

2022

Charity no
(if any)

1059815

Set out on pages

1,2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

Responsibilities and
basis of report

As the charity trustees of the Trust, 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 Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

* Please delete the words in the brackets if they do not apply.

Signed:

Bruce Huett

Date:

21/1/2023

Name:

BRUCE ANDREW HUETT

Relevant professional
qualification(s) or body
(if any):

ACCA (Retired)

Address:

20 ROSE LAKE

MELBOURN, HERTS

SG8 6AD

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.