



Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 March 2021
for
Oakley Rural Day Care Centre

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for the Year Ended 31 March 2020

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Report of the Trustees
for the Year Ended 31 March 2021

The trustees present their report with the financial statements of the charity for the year ended 31 March 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The object of the charity is the relief of frail elderly people in the rural areas of North Bedfordshire by the provision of recreational facilities with the object of improving the conditions of life of such people.

Significant activities

To fulfil the charity's objectives the trustees have secured the use of a hall, The Old School, in the village of Oakley to serve as a day centre.

Since October 2001 the centre has been open three days per week, Tuesday, Wednesday and Thursday.

Sadly, due to Covid-19 the charity was unable to accept clients into the day centre after the 12th March 2020. As a result the trustees and staff took the decision to pivot the services provided during the pandemic to ensure contact was maintained with all the clients.

Each week during the 2020-21 year and beyond a pack has been sent to each client containing a newsletter and various activities (such as quizzes, crosswords, spot the difference etc.). Each client has also received a weekly phone call from a member of staff.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

By providing the day centre facilities the charity has enabled many members of the community to remain more socially and mentally active. The centre provides a safe environment for the clients to meet and make friends as well as benefiting from hot meals.

By providing the alternative services during Covid-19 the day centre has helped to combat the isolation many of the clients would otherwise have suffered from.

When the day centre reopens and by supporting the clients who attend the day centre to stay more active it reduces the need for clinical care and therefore reduces the demand placed on medical and social care budgets.

FINANCIAL REVIEW

Financial position

Throughout the year the charity has received Covid support from local and central government totalling £10,472, of which £6,753 related to the furlough scheme. In addition to this support the charity has managed to raise donations of £4,752 which has meant that although virtually no income has been generated from clients attending the day centre the deficit for the year was only £5,087.

The charity is still in a strong financial position cash reserves at 31st March 2021 of £101,049, only down £5,951 from 31st March 2020.

Principal funding sources

Throughout the period an agreement has remained in place with Bedford Borough Council's Social Services team to provide financial support to the day centre. The amount of the grant for the year

under review was £19,596.

In addition to this each client is charged a daily attendance fee of £20. This obviously has not been charged during the pandemic and all the services provided in 2020-21 were free of charge. Some clients were keen to support the day centre during the pandemic and continued to pay their attendance fee.

FINANCIAL REVIEW

Reserves policy

The trustees have an agreed Reserves Policy that is reviewed annually. It is considered that the charity should hold sufficient working capital to allow for the normal operating needs, being day centre fees charged to clients less gross costs, for a period of twenty four months, in case no further funding, grants or donations are received. At 31 March 2021 and on the assumption the day centre can return to normal operations this equates to £76,818.

In addition to this the trustees believe it to be prudent to also hold £15,000 for potential redundancies, should the Centre have to close and £10,000 to allow for urgent relocation should something happen to the premises the charity currently operates from. This gives a total of £101,818.

FUTURE PLANS

During the 2021-22 year the day centre has remained closed and the support provided to the clients during 2021 has continued.

At present the aim is to reopen the day centre three days per week from the beginning of September but this will be on a reduced capacity of 5 clients per day. If this capacity can be increased to 22 by January 2022 the maximum forecast deficit for the year will be £18,630. The charity will aim to raise the funds to cover this deficit.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

The charity's constitution is dated 17 July 1996 and was amended to allow for current governance arrangements on 9 January 1997.

Oakley Rural Day Care Centre is registered with the Charity Commission. Anyone over the age of 18 can become a member of the charity.

Recruitment and appointment of new trustees

As set out in the constitution, the chair of the trustees is elected by the members.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1060283

Principal address

The Old School
Lovell Road
Oakley
Bedford
Bedfordshire
MK43 7RX

Oakley Rural Day Care Centre

Report of the Trustees
for the Year Ended 31 March 2021


Trustees

Mrs P M Olney Chair
Mrs C Ord Secretary
J Johnstone
Mrs A Bryans

Independent Examiner

Mr Martin Proctor
The Close
Clapham
Bedford
Bedfordshire
MK41 6DP

Approved by order of the board of trustees on 29th September 2021 and signed on its behalf by:



.....
Mrs P M Olney - Trustee

Independent Examiner's Report to the Trustees of
Oakley Rural Day Care Centre

Independent examiner's report to the trustees of Oakley Rural Day Care Centre

I report to the charity trustees on my examination of the accounts of Oakley Rural Day Care Centre (the Trust) for the year ended 31 March 2021.

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 Act and in carrying out my examination I have followed all 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 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 Trust 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.



Mr Martin Proctor
The Close
Clapham
Bedford
Bedfordshire
MK41 6DP

Date: 29-09-2021

Oakley Rural Day Care Centre

Statement of Financial Activities
for the Year Ended 31 March 2021

	Notes	Unrestricted fund £	Restricted funds £	31.3.21 Total funds £	31.3.20 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		4,752	-	4,752	21,746
Charitable activities					
Day Centre		1,818	-	1,818	35,435
Other trading activities	2	-	-	-	491
Investment income	3	69	-	69	352
Other income		<u>29,588</u>	<u>6,753</u>	<u>36,341</u>	<u>19,596</u>
Total		36,227	6,753	42,980	77,620
EXPENDITURE ON					
Charitable activities					
Day Centre		<u>41,314</u>	<u>6,753</u>	<u>48,067</u>	<u>73,844</u>
NET INCOME/(EXPENDITURE)		(5,087)	-	(5,087)	3,776
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>102,564</u>	<u>3,310</u>	<u>105,874</u>	<u>102,098</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>97,477</u></u>	<u><u>3,310</u></u>	<u><u>100,787</u></u>	<u><u>105,874</u></u>

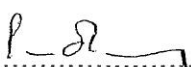
The notes form part of these financial statements

Oakley Rural Day Care Centre

Balance Sheet
31 March 2021

	Notes	Unrestricted fund £	Restricted funds £	31.3.21 Total funds £	31.3.20 Total funds £
FIXED ASSETS					
Tangible assets	7	1,080	-	1,080	2,157
CURRENT ASSETS					
Prepayments and accrued income		-	-	-	-
Cash at bank and in hand		<u>97,739</u>	<u>3,310</u>	<u>101,049</u>	<u>107,000</u>
		97,739	3,310	101,049	107,000
CREDITORS					
Amounts falling due within one year	8	(1,342)	-	(1,342)	(3,283)
NET CURRENT ASSETS		<u>96,397</u>	<u>3,310</u>	<u>99,707</u>	<u>103,717</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>97,533</u>	<u>3,310</u>	<u>100,843</u>	<u>105,874</u>
NET ASSETS		<u>97,477</u>	<u>3,310</u>	<u>100,787</u>	<u>105,874</u>
FUNDS	9				
Unrestricted funds				97,477	102,564
Restricted funds				<u>3,310</u>	<u>3,310</u>
TOTAL FUNDS				<u>100,787</u>	<u>105,874</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 29th September 2021 and were signed on its behalf by:


.....
P M Olney - Trustee

The notes form part of these financial statements

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings - 25% on cost

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

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 particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

2. OTHER TRADING ACTIVITIES

	31.3.21	31.3.20
	£	£
Fundraising events	<u>-</u>	<u>491</u>

3. INVESTMENT INCOME

	31.3.21	31.3.20
	£	£
Deposit account interest	<u>69</u>	<u>352</u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 nor for the year ended 31 March 2020.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2021 nor for the year ended 31 March 2020.

5. STAFF COSTS

The average monthly number of employees during the year was as follows:

	31.3.21	31.3.20
	<u>3</u>	<u>5</u>

No employees received emoluments in excess of £60,000.

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	20,426	1,320	21,746
Charitable activities			
Day Centre	35,435	-	35,435
Other trading activities	491	-	491
Investment income	352	-	352
Other income	<u>19,596</u>	<u>-</u>	<u>19,596</u>
Total	76,300	1,320	77,620
EXPENDITURE ON			
Charitable activities			
Day Centre	70,479	3,365	73,844

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted fund £	Restricted funds £	Total funds £
NET INCOME/(EXPENDITURE)	5,821	(2,045)	3,776
RECONCILIATION OF FUNDS			
Total funds brought forward	96,743	5,355	102,098
TOTAL FUNDS CARRIED FORWARD	<u>102,564</u>	<u>3,310</u>	<u>105,874</u>

7. TANGIBLE FIXED ASSETS

	Fixtures and fittings £
COST	
At 1 April 2019 and 31 March 2021	<u>4,317</u>
DEPRECIATION	
At 1 April 2020	2,160
Charge for year	<u>1,077</u>
At 31 March 2021	<u>3,237</u>
NET BOOK VALUE	
At 31 March 2021	<u>1,080</u>
At 31 March 2020	<u>2,157</u>

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.21	31.3.20
	£	£
Trade creditors	497	2,684
Taxation and social security	595	599
Accrued expenses	<u>250</u>	<u>-</u>
	<u>1,342</u>	<u>3,283</u>

9. MOVEMENT IN FUNDS

	At 1.4.20	Net movement in funds	At 31.3.21
	£	£	£
Unrestricted funds			
General fund	102,564	(5,087)	97,477
Restricted funds			
Restricted fund	785	-	785
Entertaining	<u>2,525</u>	<u>-</u>	<u>2,525</u>
	<u>3,310</u>	<u>-</u>	<u>3,310</u>
TOTAL FUNDS	<u>105,874</u>	<u>(5,087)</u>	<u>100,787</u>

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	36,227	(41,314)	(5,087)
Restricted funds			
Coronavirus Job Retention Scheme	6,753	(6,753)	-
	<u>42,980</u>	<u>(48,067)</u>	<u>(5,087)</u>
TOTAL FUNDS	<u>42,980</u>	<u>(48,067)</u>	<u>(5,087)</u>

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

9. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.19 £	Net movement in funds £	At 31.3.20 £
Unrestricted funds			
General fund	96,743	5,821	102,564
Restricted funds			
Restricted fund	785	-	785
Entertaining	4,570	(2,045)	2,525
	<u>5,355</u>	<u>(2,045)</u>	<u>3,310</u>
TOTAL FUNDS	<u>102,098</u>	<u>3,776</u>	<u>105,874</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	76,300	(70,479)	5,821
Restricted funds			
Entertaining	1,320	(3,365)	(2,045)
	<u>77,620</u>	<u>(73,844)</u>	<u>3,776</u>
TOTAL FUNDS	<u>77,620</u>	<u>(73,844)</u>	<u>3,776</u>

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

9. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.18 £	Net movement in funds £	At 31.3.19 £
Unrestricted funds			
General fund	96,803	(60)	96,743
Restricted funds			
Restricted fund	785	-	785
Entertaining	470	865	1,335
Replacement Chairs	-	3,235	3,235
	<u>1,255</u>	<u>4,100</u>	<u>5,355</u>
TOTAL FUNDS	<u>98,058</u>	<u>4,040</u>	<u>102,098</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	70,747	(70,807)	(60)
Restricted funds			
Entertaining	1,000	(135)	865
Replacement Chairs	4,512	(1,277)	3,235
	<u>76,259</u>	<u>(72,219)</u>	<u>4,040</u>
TOTAL FUNDS	<u>76,259</u>	<u>(72,219)</u>	<u>4,040</u>

10. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2021.

Oakley Rural Day Care Centre

Detailed Statement of Financial Activities
for the Year Ended 31 March 2021

	31.3.21 £	31.3.20 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	4,752	21,746
Other trading activities		
Fundraising events	-	491
Investment income		
Deposit account interest	69	352
Charitable activities		
Day Centre fees	1,818	35,435
Other income		
Local Authority	19,596	19,596
Covid-19 Support	16,745	-
	<hr/>	<hr/>
Total incoming resources	42,980	77,620
 EXPENDITURE		
Charitable activities		
Wages	32,436	36,349
Rent	8,100	8,100
Groceries	-	2,640
Cleaning	-	276
Activities	68	916
Transport	-	18,038
Entertaining	-	130
Christmas	-	-
20 year celebrations	-	-
Depreciation of tangible fixed assets	1,079	1,079
	<hr/>	<hr/>
	41,683	67,528
 Support costs		
Management		
Telephone	1,199	845
Postage and stationery	1,520	630
Advertising	35	150
Sundries	105	101
Website	-	300
	<hr/>	<hr/>
	2,859	2,026

This page does not form part of the statutory financial statements

Oakley Rural Day Care Centre

Detailed Statement of Financial Activities
for the Year Ended 31 March 2021

	31.3.21 £	31.3.20 £
Management Finance		
Bank charges	-	-
Bookkeeping	<u>2,465</u>	<u>2,490</u>
	2,465	2,490
Governance costs		
Staff training	-	-
Accountancy	250	250
HR support	-	780
Insurance	510	495
Payroll costs	<u>300</u>	<u>275</u>
	<u>1,060</u>	<u>1,800</u>
Total resources expended	<u>48,067</u>	<u>73,844</u>
Net income	<u><u>(5,087)</u></u>	<u><u>3,776</u></u>

This page does not form part of the statutory financial statements