

**FAMILY SUPPORT BRIGHTLINGSEA
TA THE AUTUMN CENTRE**

Registered charity number 1066579

**FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**



***Community
Accounts Service***

FAMILY SUPPORT BRIGHTLINGSEA TA THE AUTUMN CENTRE

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FAMILY SUPPORT BRIGHTLINGSEA TA THE AUTUMN CENTRE

LEGAL AND ADMINISTRATIVE INFORMATION FOR THE YEAR ENDED 31 MARCH 2021

Trustees	Mrs J Russell, (Resigned 3rd August 2020) G Scott, Mr S Taylor (Resigned 1 February 2021) Mr E Brown W Bates M Silk S Last C Walker S Huggins (Appointed 28 September 2020) M Bath (Appointed 2 February 2021) J Bath (Appointed 2 February 2021)
Contact Address & c/o	1 Osbournes Court Victoria Court Brightlingsea Essex CO7 0EB The charity is incorporated in England and Wales
Charity Registration Number	1066579
Independent Examiner	Community360 Winsley's House High Street Colchester Essex, CO1 1UG

FAMILY SUPPORT BRIGHTLINGSEA TA THE AUTUMN CENTRE

TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2021

Chairs Report

The year from April 2020 to March 2021 has been very challenging for us at The Autumn Centre. The charity was on the brink of collapse and the trustees took the decision to continue and assess the situation every 3 months.

Some trustees wanted to wind down the charity due to the financial mountain we had to climb. We then took the decision to review the operational side of the The Autumn Centre by finding ways to bring the charity up and modernise it.

The National Lockdowns made us postpone all our lunch clubs and the closure of our shop in Victoria Place. We furloughed all our staff by using the Governments scheme but unfortunately we had to make all our staff redundant once the Furlough scheme had come to an end and our finances were in a very poor state.

While our income was reduced due to the National Lockdowns, we did receive Government grants to help The Autumn Centre function. We continued to phone our clients to check on their wellbeing while in lockdown. Trustees and volunteers were given clients phone numbers to call, for the purpose of keeping in contact with them.

The opportunity to apply for further grants was made possible from other organisations such as Essex Community Foundation Trust and further grants from the Government via Tendring District Council.

From August 2020 our shop was allowed to re-open as this was classed as an essential shop. The Trustees ran the shop while observing Government guidelines; such as mask wearing, signing in book, scanning in on the NHS app and sanitising gels were made available to all. We also cleaned all donated items and kept in office for over 24 hours.

We took opportunity of having a stocktake and re-organising the shop while in quiet periods. The trustees looked the pricing strategy of items in the shop and took on board changes and suggestions made by me. This has been very successful for The Autumn Centre. All stocktakes are done twice a year as well as assessing items we sell.

We came up with interesting and new ways to generate income for The Autumn Centre by placing purple money tins in shops in the local area from Tesco's in Colchester to rural communities close to Brightlingsea. We then decided to ask people to donate obsolete foreign money and left over holiday money to the shop which has generated some income.

As people were in lockdown, this was the opportunity for people to have a sort out at home. So we put a plea out for donations of books, DVDs and music CDs to be left at the shop. This has generated large sums of income, by organising book stalls, car book sales and scanning items onto the Music Magpie and Zif fit apps.

The Trustees continues to assess and maintain the operational side of The Autumn Centre by means of using the shop and office as the face of the Charity. Our hope is to re-start the lunch clubs in Alresford and Brightlingsea as Government guidelines allow.

We are always looking for new volunteers, trustees and of course donations to The Autumn Centre

FAMILY SUPPORT BRIGHTLINGSEA TA THE AUTUMN CENTRE

TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2021

I would like to thank all our volunteers and trustees especially during the pandemic, for all their support and help during this difficult time.

Our purpose and activities

Our purpose is to run 2 luncheon clubs for the communities in Alresford and Brightlingsea.

The luncheon clubs provide especially for the isolated, elderly and disabled.

We have a weekly raffle at both of these events.

We have a charity shop for the purpose of raising funds to supplement the lunch clubs costs.

Achievements and performance

We had new trustees, we put more new tins with new wrap round into local business. Our performance at start had to stop due to Covid-19, middle of year we reopened shop, we got help from the government (furlough), we started to get money in and the charity became financially better in the second half of the year.

Financial Review

As at 1st April 2020 our total cash balances:	Incorporating 1 A/c £679.94	£1,447.12
	100 Club A/c	£454.04
	Transport A/c	£313.14
As of 31st March 2021 our total cash balances:	Incorporating 1 A/c £17,028.84	£21,201.52
	100 Club A/c	£466.04
	Transport A/c	£303.94
	Our savings account @ 1st April 2019	£5,168.60
	Our savings account @ 31st March 2020	£4,170.66

Investment powers policy

N/A

Reserves policy and going concern

The charity does have funds available in our savings account.

If the charity does not receive any monies/funds coming into the charity, the organisation must

have a reserve for the purpose of paying out standing invoices/payments.

The Trustees must decide on annual basis the following:

- How much money should be in reserve, which must include minimum amount.
- The reserve policy must be reported at the AGM and updated when trustees see it necessary.

We would therefore like to hold £4,000 in reserves.

There was no reserve policy. Clients numbers declining and replacement of minibus needed, need for more income from the Charity shop.

FAMILY SUPPORT BRIGHTLINGSEA TA THE AUTUMN CENTRE

TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2021

Plans for future periods

To increase our income by means of:

Reinventing ourselves by appointing new trustees, new staff members, and volunteers.

To reinvigorate the shop stock, layout and reassess the general sales items.

Pay policy for senior staff

Only one paid member of staff administration.

Risk management

Minibus drivers are fully trained in the use of the tail lift and the side doors and helping the escorts in handling the clients on and off the minibuses.

Escorts are fully training in the handling of the clients are helping them safely in their wheelchairs and on/off the minibuses.

A fully qualified carer is responsible for the care of the clients, helping with toileting; cutting of food; removing outdoor clothing; seating at the meal tables. She is also qualified in First Aid.

Cooks are fully qualified in all aspects of catering including health and hygiene and the management of the kitchen staff.

In the Charity shop and the office, the Administrator ensures there is safe entry and adequate space for manoeuvrability of the staff.

By order of the board of trustees



G Scott - Chair

Thursday 10th February 2022

Date

FAMILY SUPPORT BRIGHTLINGSEA TA THE AUTUMN CENTRE

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 MARCH 2021

	Notes	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Prior period Total Funds 2020 £
Incoming resources					
Incoming resources from generating funds:					
Donations and legacies	2	6,256	-	6,256	6,077
Charitable activities	3	25,351	-	25,351	39,025
Fundraising income	4	1,041	-	1,041	2,434
Investment income	5	2	-	2	10
Total incoming resources		32,650	-	32,650	47,546
Resources expended					
Costs of charitable activities	6	19,869	689	20,558	51,124
Total resources expended		19,869	689	20,558	51,124
Net income/(expense) for the year		12,781	(689)	12,092	(3,578)
Prior year adjustment		-	-	-	(240)
Net movement in funds		12,781	(689)	12,092	(3,818)
Reconciliation of funds					
Total Funds B/Fwd		1,840	5,188	7,029	10,847
Total Funds C/Fwd		14,622	4,499	19,121	7,029

All of the charity's activities derive from continuing operations during the above two periods.

FAMILY SUPPORT BRIGHTLINGSEA TA THE AUTUMN CENTRE

BALANCE SHEET AS AT 31 MARCH 2021

	Notes	2021 £	2020 £
Fixed assets			
Tangible assets	10	2,066	2,799
Current assets			
Debtors	11	1,500	-
Cash at bank and in hand		21,981	6,930
		<u>23,481</u>	<u>6,930</u>
Creditors: amounts falling due within one year	12	6,425	2,700
Net current assets		17,056	4,230
Net total assets		<u><u>19,122</u></u>	<u><u>7,029</u></u>
Funds of the charity:			
Represented by:			
Unrestricted funds		14,622	1,840
Restricted funds		4,499	5,188
Total funds	14	<u><u>19,121</u></u>	<u><u>7,029</u></u>

The financial statements on pages 6 to 9 were approved by the trustees and signed on their behalf by:



G Scott, Chair

Date: Thursday 10th February 2022

FAMILY SUPPORT BRIGHTLINGSEA TA THE AUTUMN CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

Statement of compliance

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 UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

1.2 Outgoing resources

Expenditure is included in the accounts on an accruals basis, irrecoverable VAT is included as incurred.

1.3 Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

1.4 Cash flow

The financial statements do not include a cash flow statement because the charity, as a small reporting entity, is exempt from the requirement to prepare such a statement under Financial Reporting Standard 1 "Cash flow statements".

1.5 Income and endowments

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

1.6 Tangible fixed assets and depreciation

All assets costing more than £100 are capitalised. Depreciation is charged on a reducing balance basis at 20% per annum for equipment and 25% per annum for vehicles.

1.7 Taxation

Family Support Brightlingsea TA The Autumn Centre is a registered charity and accordingly is exempt from taxation on its income and gains where they are applied for charitable purposes.

FAMILY SUPPORT BRIGHTLINGSEA TA THE AUTUMN CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

2. Income from donations and legacies

	2021 Unrestricted £	2021 Restricted £	2021 Total £	2020 Total £
Donations receivable	6,256	-	6,256	6,077

3. Income from charitable activities

	2021 Unrestricted £	2021 Restricted £	2021 Total £	2020 Total £
Grants receivable	14,000	-	14,000	3,012
HMRC CJRS Grants	6,262	-	6,262	-
Luncheon clubs & tea	-	-	-	20,484
Transport	-	-	-	5,994
Minibus appeal	-	-	-	3,544
Sales	4,655	-	4,655	5,229
100 club	-	-	-	763
Sundry income	434	-	434	-
	25,351	-	25,351	39,026

4. Fundraising income

	Unrestricted 2021 £	Restricted 2021 £	Total 2021 £	Total 2020 £
Fundraising	1,041	-	1,041	2,434

5. Investment income

	Unrestricted 2021 £	Restricted 2021 £	Total 2021 £	Total 2020 £
Interest receivable	2	-	2	10

6. Expenditure on charitable activities

	Unrestricted 2021 £	Restricted 2021 £	Total 2021 £	Total 2020 £
Luncheon club & teas	120	-	120	15,359
Cooks and carers	8,846	-	8,846	11,161
Transport	-	-	-	3,926
Fundraising costs	313	-	313	200
Shop purchases	310	-	310	448
100 club prizes	-	-	-	270
Support costs (note 7)	10,280	689	10,969	19,760
	19,869	689	20,558	51,124

FAMILY SUPPORT BRIGHTLINGSEA TA THE AUTUMN CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

7. Support Costs

	Unrestricted 2021 £	Restricted 2021 £	Total 2021 £	Total 2020 £
Other wages	-	-	-	8,491
Premises expenses	7,135	-	7,135	8,078
Insurance	1,594	-	1,594	1,124
Office costs	1,191	-	1,191	713
Professional fees	190	-	190	380
Repairs	126	-	126	74
Depreciation	44	689	733	899
	10,280	689	10,969	19,760

8. Staff Costs

The number of staff employed by the organisation is as follows:

	Total 2021 No.	Total 2020 No.
Members of staff employed	5	5

9. Key management personnel

There were Nil members of paid staff classed as key management personnel. Trustees acted as key management personnel but received no remuneration for their work.

10. Tangible fixed assets

	Vehicles £	Office Equipment £	Equipment £	Total £
Cost				
As at 1 April 2020	45,238	2,082	507	47,827
As at 31 March 2021	45,238	2,082	507	47,827
Depreciation				
As at 1 April 2020	42,483	2,038	507	45,028
Depreciation charge for year	689	44	-	733
As at 31 March 2021	43,172	2,082	507	45,761
Net Book Value				
As at 31 March 2021	2,066	-	-	2,066
As at 31 March 2020	2,755	44	-	2,799

FAMILY SUPPORT BRIGHTLINGSEA TA THE AUTUMN CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

11. Debtors: amounts falling due within one year

	2021 Total £	2020 Total £
Accrued income	1,500	-
	<u>1,500</u>	<u>-</u>

12. Creditors: amounts falling due within one year

	2021 Total £	2020 Total £
Accruals	425	700
Deferred income	6,000	2,000
	<u>6,425</u>	<u>2,700</u>

13. Analysis of funds

	Balance as at 01/04/20 £	Incoming resources £	Outgoing resources £	Transfers £	Balance as at 31/03/21 £
Unrestricted funds	1,841	32,650	(19,869)	-	14,622
Restricted funds					
Minibus appeal	2,656	-	(689)	-	1,967
Unknown	2,532	-	-	-	2,532
Total	<u>5,188</u>	<u>-</u>	<u>(689)</u>	<u>-</u>	<u>4,499</u>
Total	<u><u>7,029</u></u>	<u><u>32,650</u></u>	<u><u>(20,558)</u></u>	<u><u>-</u></u>	<u><u>19,121</u></u>

The trustees are going to be investigating what the brought forward balance was of £2,532.

FAMILY SUPPORT BRIGHTLINGSEA TA THE AUTUMN CENTRE

INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 MARCH 2021

I report on the accounts of Family Support Brightlingsea TA The Autumn Centre for the year ended 31 March 2021 which are set out on pages 5 to 10.

Respective responsibilities of trustees and examiner

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 (2) of the Charities Act 2011 (The Act) but 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 Commissioners (under section 145(5)(b) of the Charities Act, and
- To state whether particular matters have come to my attention.

Basis of independent examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 considerations 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 I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In the course of my examination, no material matters have come to my attention which gives 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 content 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.

Shelley-Marie Rudling FMAAT AATQB for and on behalf of:

Community360

Winsley's House, High Street, Colchester, Essex



Date 10th February
2022