

REGISTRATION NUMBER 3526286

ENGLAND AND WALES

CHARITY REGISTRATION NUMBER 1072037

THE WYCHWOODS DAY CENTRE LIMITED

A Charitable Company Limited by Guarantee

ANNUAL REPORT OF THE TRUSTEES AND STATEMENT OF FINANCIAL ACTIVITIES

31 MARCH 2026

THE WYCHWOODS DAY CENTRE LIMITED
REFERENCE AND ADMINISTRATIVE DETAILS
FOR THE YEAR ENDED 31 MARCH 2026

Operational Address

New Beaconsfield Hall
Station Road
Shipton-under-Wychwood
CHIPPING NORTON
OX7 6BQ

Registered Office

Threeways
Bruern Road
Milton-under-Wychwood
CHIPPING NORTON
OX7 6LL

Charity Trustees

Mr P Manze (Chairman)
Mrs L J Dixon
Mrs H J Matthews (Company Secretary)
Mr D van de Poll (Treasurer)
Mrs J van de Poll
Ms J James

Structure, Governance and Management

The organisation is a Charitable Company limited by guarantee incorporated on 12 March 1998. The Company was established under a Memorandum of Association which set out the objects and powers of the charitable company and is governed under its Articles of Association.

The Charity Trustees are also its Directors under company law and constitute the Board of Directors responsible for the running of the operation and adhering to the legal responsibilities, as set out under the company's Articles and the latest charity laws.

The Board of Directors (Trustees under charity law) meets regularly, together with the Coordinator responsible for its operations, to discuss and decide on all aspects of the Charity.

All Trustees are involved in its operations on a regular basis and contribute to discussions with immediate knowledge of the latest issues and strategies. Trustees are recruited from those already involved in the local community and known to the existing trustees as being able to make a contribution in either specific roles or in more general terms. New Trustees are appointed when approved by the Board. Under the Articles, one third must retire by rotation at every annual general meeting, starting with those who have been longest in office since their last appointment or reappointment.

Trustees give their time voluntarily for all their involvement with the Charity and receive no remuneration or benefits. No Trustee claims any expenses incurred in relation to their work as a Trustee.

No Trustee or other person related to the Charity had any personal interest in any contract or transaction entered into by the Charity during the year - (2025 - Nil). Board Meetings also include a standard agenda item to ensure any conflict of interest is declared

How activities deliver "public benefit" required by Charity Law

Its objects and activities clearly show that the Charity has had regard to the Charity Commission's published guidance on public benefit under the Charities Act 2011. It demonstrates that significant benefit is given to the elderly in the area, providing many with much needed companionship and involvement. It is a lifeline for many reducing their loneliness and isolation. General health can also be observed at the same time and necessary follow up action taken to address problems early and help sustain those living independently for longer. Its activities also provide a sense of community for its members as well as the volunteers involved in its weekly operations. Families and carers are also provided with respite while the Day Centre is in operation.

Objectives and Activities

Objects

The objects of the Company are detailed in its Memorandum of Association and exists: - " to promote the relief of elderly people in any manner which now is or hereafter may be deemed by law to be charitable within the villages of Ascott-under-Wychwood, Bould, Fifield, Idbury, Leafield, Lyneham, Milton-under-Wychwood and Shipton-under-Wychwood and such other villages as the Company may determine in General Meeting (hereinafter called "the area of benefit")."

In order to support the objects, the Day Centre's objectives are:

- To support elderly people to reduce social isolation
- To offer care and companionship to those in need of it in the community.
- To contribute to and enhance the local community.
- To work in partnership, where applicable, with other community groups and organisations.

In furtherance of the objects, the company is authorised:

- To raise money and pay out of the funds expenses incurred in achieving the Objects
- To operate a bank account to manage funds.
- To identify and organise a suitable location in order to establish regular meetings.
- To employ such staff as necessary and enlist the support of volunteers.
- To do all such other lawful things necessary.

Activities

The Day Centre provides an opportunity for the elderly of the local villages to meet and spend time with others. It is much valued in the community for the service it provides, both directly to members and to their families and carers. Members meet one day a week to enjoy companionship, a hot lunch and other refreshments, plus a range of activities which varies each week. It is based in New Beaconsfield Hall in Shipton-under-Wychwood with weekly attendance planned to cater for up to 22 members, but others may come for lunch or specific sessions or activities. When a place becomes available it is filled and with the inevitable changes in membership, it touches the lives of a significant number of residents.

Achievements and Performance

The Day Centre completed its twenty eighth year since incorporation.

As a Charitable Company, the service is managed by the volunteer Board of Trustees, and, in normal times, is entirely dependent on unpaid volunteer helpers, cooks and drivers to ensure it runs smoothly.

Financial Review

Total Income for the Charity was £26,968 with a net income after expenses recorded of £774. Total Unrestricted funds retained increased from £61,072 to £61,847 of which £56,847 reflected General Funds and £5,000 a Designated Fund to support replacement of the seating required by members. Further explanations are provided in the notes to the Statement of Financial Activities

Reserves Policy

The Day Centre followed Charities Commission guidance and established its own policy agreed by the Board of Directors in 2009 that "the Day Centre should aspire to hold 1 year's turnover in reserve and if the reserve should drop to less than 6 month's turnover then the situation should be reviewed". The Reserves Policy has subsequently been revised and approved by the Board in 2018. It is now based on expenses rather than turnover making it more meaningful and relevant, given the possible fluctuations in turnover..

Reserves are still comfortably over the benchmark with unrestricted funds of £61,847.

Risk Management

The Day Centre has a log of risk assessments which are periodically reviewed and cover such areas as Operating Risks, Governance Risks and Financial Risks. These are reviewed regularly, with much attention being paid in the current year to ensuring that the policies and procedures adopted reflect the latest legal and operational requirements, with a robust control process agreed.

One of the major risks which could impact on its operation in its current form is maintaining its pool of volunteers, as well as finding suitable replacement trustees. With the continuing pressure on adult social care budgets and the increased demand generally for voluntary resource, regular appeals are made for new volunteers, but it is becoming increasingly difficult to maintain the required complement. An alternative strategy is being developed to overcome this problem with the hire of more paid employees, subject to its financial viability.

.....

The Statement of Financial Activities on the following pages details income and expenses by category and funds employed. They are based on the nature of the transactions reported and are allowed under the SORP for smaller charities which are below the charity audit threshold.

The Wychwoods Day Centre Limited

Statement of Financial Activities (including Income and Expenditure Account) for the year ended 31 March 2026

		Total Funds	Total Funds
		2026	2025
	Notes	£	£
Income from:			
National Lottery Grant	1	4,000	350
Other Grants/Donations/Legacies	2	9,100	9,755
Attendance Charges	3	9,348	7,350
Fundraising	4	3,363	3,771
Bank Interest	5	1,157	1,534
Total Income		<u>26,968</u>	<u>22,760</u>
Expenditure on:			
Staff Costs	6	13,102	12,098
Running Costs	7	7,085	6,136
Fundraising Costs	8	1,471	1,370
Travel	9	208	216
Administration	10	1,131	1,126
Premises	11	3,197	2,943
Financial Provision	12	0	0
Other		0	0
Total Expenditure		<u>26,194</u>	<u>23,889</u>
Net Income/(Loss) for the financial year		774	(1,129)

The Wychwoods Day Centre Limited

Balance Sheet as at 31 March 2026

		2026	2025
	Notes	£	£
Fixed Assets	13	-	-
Current Assets			
Cash and Bank Deposits	14	64,822	68,047
Prepayments	15	0	0
Total Current Assets		<u>64,822</u>	<u>68,047</u>
Liabilities			
Accruals/Deferred Income	16	2,975	6,975
Total Net Assets		<u>61,847</u>	<u>61,072</u>
The Funds of the Charity			
Unrestricted Funds			
General Funds	17	56,847	56,072
Designated Funds	18	5,000	5,000
Total Charity Funds		<u>61,847</u>	<u>61,072</u>

- For the year ended the Company was entitled to exemption under Section 477 of the Companies Act 2006 relating to small companies.
- The Company is not required to obtain an audit, in accordance with Section 476 of the Companies Act 2006.
- The Trustees acknowledge their responsibilities for complying with the Act with respect to accounting records and the preparation of Accounts, which are prepared on an accruals accounts basis.
- These Accounts have been prepared in accordance with the provisions applicable to Companies subject to the small companies regime and in accordance with FRS 102 SORP.
- These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value, unless otherwise stated in the relevant notes to these accounts.

Date of Approval of Accounts: 29 June 2026

Name of Approving Director: L. S. Dixon

Additional Approving Director: J. S. James

Notes forming part of the Financial Statements for the year ended 31 March 2026

Key Judgments and Assumptions

In preparing the accounts, the Charity has given consideration to the key judgments and assumptions, apart from the estimations that have been included in the notes set out below on any accruals, prepayments or other financial adjustments included in the accounts. They assume that the Day Centre continues to operate on a going concern basis. With all the assets held in easily realisable cash and bank deposits and only the accruals estimated as liabilities at the current year end, there is considered to be no significant material adjustment required in future reporting periods. Risk management scenarios have been previously detailed in an earlier section. If the Charity was to be dissolved, its Articles of Association details the procedure to follow on how the assets should be distributed, with the approval of the Commissioners.

Public Benefit Entity

The Charity is a Public Benefit Entity as detailed on page 3.

Sources of Income

The Statement of Financial Activities is based on the nature of the transactions reported and FRS 102 requires it to be restated as shown on the standard sub-headings detailed in the SORP:

	2026	2025
Income (Unrestricted) from:	£	£
Donations and legacies	13,100	10,105
Charitable activities	9,348	7,350
Other trading activities	3,363	3,771
Investments	1,157	1,534
Total	<u>£26,968</u>	<u>£22,760</u>

1. National Lottery Grant

Received £6,000 in March 2025. The grant is to assist in building back numbers over an 18 month period. This is annualised in 2025 £350 (1 month), 2026 £4,000 (12 months), 2027 £1,650 (5 months).

2. Other Grants/Donations /Legacies

Grants, totalling £3,000 were received from various sources to fund activities. Further grants/donations amounted to £6,100. Gift Aid is claimed, wherever possible, on qualifying donations.

3. Attendance Fees

The Day Centre operated throughout the year, and is continuing to build back numbers gradually.

4. Fundraising

Fund raising, in the form of a raffle for a hamper (£346), a weekly raffle (£1,119) has contributed a total of £1,465. The Monthly Prize Draw continued and this contributed a net income of £427.

5. Bank Interest

Interest received relates to those accounts held with HSBC and NatWest.

6. Staff Costs and Volunteer Involvement

Staff Costs included the salary and the costs of employment of the part time Coordinator contracted to organise and operate the weekly sessions. No employee received annualised employee benefits of £60,000 or above. The notional cost of approximately 30 volunteers involved is not quantified, but, in normal times, a weekly rota of approximately 2 cooks, up to 7 drivers and 5 helpers would be needed to support each meeting.

7. Running Costs

The costs of purchase of gifts, flowers and presents for members' birthdays, occasions and Christmas are included. In addition, food costs remain high reflecting the recent food inflation.

8. Fundraising Costs

This expense relates to the monthly prizes won in the draw.

9. Travel

Reimbursement of fuel costs for drivers/helpers.

10. Administration

The main expenses were the premiums for Public/Product/Employer Liability Insurance and Directors & Officers Insurance to cover the risks of operation.

11. Premises

The weekly cost of hiring The New Beaconsfield Hall.

12. Financial Provision

No further financial accruals were required in the current year.

13. Fixed Assets

The Day Centre does not hold any Fixed Assets, with the major expense of seating for members being charged as an expense when originally purchased.

14. Cash and Bank Deposits

All liquid funds are held with HSBC in current and deposit accounts, plus current accounts with NatWest and an interest bearing account with NatWest

15. Prepayments

Nil.

16. Accruals and Deferred Income

The Prize Draw funds for a full year are collected in the first quarter of the calendar year with £1,325 relating to the liability of the prizes awarded in the next financial year being treated as an accrual. The Lottery Grant of £6,000 is over an 18 month period with 1 month £350 released into 2025 with the £4,000 released into 2026 and £1,650 released in 2027.

17. General Funds

Both General Funds and Designated Funds are unrestricted and as such all assets and liabilities at the end of the reporting and comparative periods all relate to funds that are useable for general purposes. The balance, including Designated Funds increased from £61,072 to £61,847 over the comparative periods

The increase in General Funds reflects the net income achieved during the year which is unassigned and for use for non specific purposes. There were no Restricted Funds received or carried over in either year reported.

18. Designated Funds

These unrestricted funds of £5,000 are allocated for seating repairs but can be regarded as general funds if it is deemed necessary.

Independent Examiner's Report to the Trustees of the Wychwoods Day Centre Ltd

I report on the Accounts of the Company for the year ended 31 March 2026 which are set out on pages 7 to 12 of the **Annual Report of the Trustees and Statement of Financial Activities**.

Respective Responsibilities of Trustees and Examiner.

The Trustees (who are also Directors of the Company) are responsible for the preparation of the Accounts. The Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 and that an independent examination is needed. The Charity is required by company law to prepare accrual accounts and I am experienced enough to undertake this examination.

The Charity is not subject to audit under company law and is eligible for independent examination. It is my responsibility to:

- examine the Accounts
- follow the procedures laid down by the Charity Commission
- state whether particular matters have come to my attention

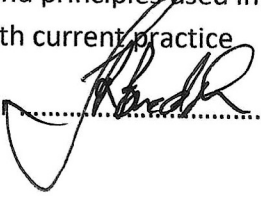
Basis of Independent Examiner's Report.

My examination was carried out in accordance with the General Directions given by the Charities Commission. An examination included 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 next statement.

Independent Examiner's Statement.

In connection with my examination, I believe that:

- appropriate accounting records have been kept
- the prepared accounts accord with the accounting records
- the methods and principles used in maintaining and preparing the accounts are in accordance with current practice

Independent Examiner 

19/5/2026