

AGE UK SEVENOAKS TONBRIDGE & DISTRICT

England & Wales · Charity number 1088213

Details

Other names	AGE CONCERN SEVENOAKS DISTRICT, AGE CONCERN TONBRIDGE AND DISTRICT
Status	Registered
Legal form	Charitable company
Company number	04200219
Registered	2001-08-24
Register	View on the Charity Commission register

Contact

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Activities

Objects: THE CHARITY'S OBJECTS ARE TO PROMOTE THE RELIEF OF ELDERLY PEOPLE IN SEVENOAKS AND TONBRIDGE AND SURROUNDING AREAS IN KENT (AND, AT THE DISCRETION OF THE TRUSTEES, IN OTHER LOCATIONS), IN ANY MANNER WHICH MAY NOW OR HEREAFTER BE DEEMED TO BE CHARITABLE IN LAW.

Activities: Services provided for older people in and around Sevenoaks, Tonbridge and surrounding districts. These include the provision of day care and a co-ordinated lunch club scheme throughout the area, chiropody, bathing service and other ancillary services. Information and advice, which is Community Legal Service quality-marked, is available including welfare benefits.

Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** The Advancement Of Health Or Saving Of Lives, Disability, The Prevention Or Relief Of Poverty
- **Who:** Elderly/old People, People With Disabilities

Geography

- **Area of benefit:** SEVENOAKS AND SURROUNDING AREAS
- Kent

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	-	-	-	-
2024-03-31	£330,031	£951,222	-	-
2023-03-31	£946,310	£902,982	£621,191	42
2022-03-31	£884,175	£763,960	£577,863	44
2021-03-31	£1,100,362	£842,411	£457,648	48
2020-03-31	£966,785	£987,693	£199,697	62
2019-03-31	£933,929	£955,760	£220,605	69

Trustees

Name	Role	Appointed
Barry Keith Vanns	Chair	2015-03-10
David Ian Townsend		2015-03-10

AGE UK SEVENOAKS TONBRIDGE & DISTRICT

England & Wales - Charity number 1088213

Accounts



76th Annual Report 2022/2023



**Registered Company No 04200219
Registered Charity No 1088213**

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CHARITY INFORMATION

ROYAL PATRON

HRH King Charles III

PATRONS

Mr Hugh Stirk

Mr Maurice Short

BANKERS

CAF Bank
West Malling
ME19 4JQ

HSBC
69 High Street
Sevenoaks TN13 1LB

GROUP PENSION FUND

Zurich Pensions, The Grange
Bishops Cleeve, Cheltenham
Gloucestershire, GL52 8XX

Scottish Widows, 69 Morrison
Street, Edinburgh, EH3 8BW

SOLICITORS

Warners Solicitors
Sevenoaks TN13 1AN

INVESTMENT FUND

Charities Official Investment
Fund
London EC2V 6DZ

United Trust Bank
London SW1Y 4TE

Virgin Money
Newcastle upon Tyne NE3 4PL

AUDITOR

Porritt Rainey
Sevenoaks
Kent
TN13 1XR

TRUSTEES

Chairman Mr Barry Vanns

Elected Members Mr Adam Clark
 Mr James Latheron
 Mr David Townsend
 Mr Wayne Sleck
 Mrs Emma Watkins
 Mr Hugh Stirk

Company Registered Number 04200219

Charity Registered Number 1088213

CHIEF OFFICER Mrs Louise MacPherson

COMPANY SECRETARY Mrs Sarah Chillington

REGISTERED OFFICE 5 Bradford Street
 Tonbridge
 Kent TN9 1DU



Chairman's Report

The previous year ended on an improving note but we were facing our first year without any Local Authority grants. Last year a one off interim payment was gratefully received to alleviate the sudden stop in, our up to then, regular grant income. We had started to improve our income from opening new services, in particular dementia services, but there was still a deficit and the withdrawn funds to make up for.

We continued to plan for cost savings as well as bringing the merger process forward. Louise MacPherson, Joint CEO of Maidstone, Sevenoaks and Tonbridge was enthusiastically engaged in this process and presented plans at board meetings.

Tonbridge Day Centre reopened with dementia days and other services and the dementia offer increased at our Hollybush Day Centre along with other services reopening after the pandemic. Income was beginning to improve from both centres and other services and we were very pleased to hear of a legacy left to us. There were claims from other Age UK partners and Age UK National itself and this resulted in sharing the legacy which we do not think was the donor's intention.

Nevertheless it was a very welcome and useful sum, particularly in our circumstances.

In August, Louise and myself met with the landlord of The Old Meeting House as the lease would be coming up for renewal. He revealed that he was very happy with us as tenants but it was decided that the lease would not be renewed after December 2022. This would have the added advantage of saving about £35,000 in rent and other general costs. Energy in particular was becoming very expensive and this would also mean that these costs as far as The Old Meeting House was concerned would disappear. We were led to believe that dilapidations could be waived but just before Christmas, we received a £50,000 claim for repairs which flew in the face of our August agreement and it was received too late to enable repairs to be carried out within our lease term. We are still negotiating this and have so far halved the size of the claim.

The office was vacated on the 22nd February 2023 having had a two month extension to our lease. Hollybush and Bradford Street received light repair and decoration to enable staff to move to the two centres. The move has been successful, staff have settled in well and the savings from The Old Meeting House are beginning to show in our accounts. Hollybush Centre is now very lively with an increased number

of staff and clients all contributing to the atmosphere. There is an interaction between all to everyone's benefit.

Bradford Street was changed from offices and a hall that was let out to others and containing just two members of staff to a refurbished office of six to eight persons which is becoming more comfortable, although more work will be done over the coming years. The loss of sub-lets is to a large extent an advantage as there was often a risk of the premises being misused and left unlocked.

The moves to Hollybush and Bradford Street have come with a need to change telephone systems and computers and full advantage was taken to improve equipment to the latest technology. This has also enabled new systems to be integrated so that ours are now similar to those already in place at Age UK Maidstone. Age UK Maidstone are also in some cases changing their systems to accord with ours. This will help with plans going forward.

2022-2023 came to a close in a much healthier condition than it started. Improving income and a lowering of costs together with a capital injection from the legacy gives us much greater security and will enable us to improve services over the coming years as opposed to the prospect of closure.

The merger has progressed to a point whereby both boards have agreed to start due diligence and a shadow board consisting of members of the boards of Age UK Sevenoaks and Tonbridge and Age UK Maidstone are meeting fortnightly via 'Teams' to oversee the merger process. Various personnel in the two organisations are beginning to work together and better ways of achieving things are becoming clear to help cost savings which must continue to be made.

As the financial year comes to an end, we are in the process of engaging a project manager (jointly with Age UK Maidstone) who will take on the organisation of merging Age UK Sevenoaks and Tonbridge with Age UK Maidstone. I hope to see the merger complete within the next year along with continuing effort to produce similar ways of working across the board.

I am very grateful to members of staff and our management team without whom any of this could have taken place, so my many thanks to all of them. I am confident that the future of Age UK locally is secured and set to expand.

Report of the Trustees

Year ended 31 March 2023

Organisation, Responsibility & Decision Making Structure

The charity is controlled by its governing document, its memorandum and articles of association, and constitutes a company limited by guarantee as defined by the Companies Act 2006.

The Chair and members of the Board are elected at the Annual General Meeting. Members of the Board may serve for three years from the date of their election, and are eligible for re-election, save that the Chairman may serve for a maximum of six consecutive years.

The Board may co-opt any person to membership of the Board until the conclusion of the next Annual General Meeting.

The members of the Trustee Board represent a broad range of skills drawn from both business and the relevant charity sectors. When changes occur consideration is given to retaining or varying the skill mix according to circumstances at the time.

Potential new Trustees are invited to familiarise themselves with the work of the Charity through relevant visits and discussion. These discussions are led by the Chairman and Chief Officer. They are also provided with key documents so that they are aware of the issues facing the Charity before becoming committed. An induction programme is available and ongoing relevant training is offered.

The Trustees meet regularly to consider reports by the Sub-Committees dealing with Day Services, Finance and General Purposes, and ad-hoc working groups as required.

The financial management of the Charity is controlled by quarterly accounts presented at meetings of the Board.

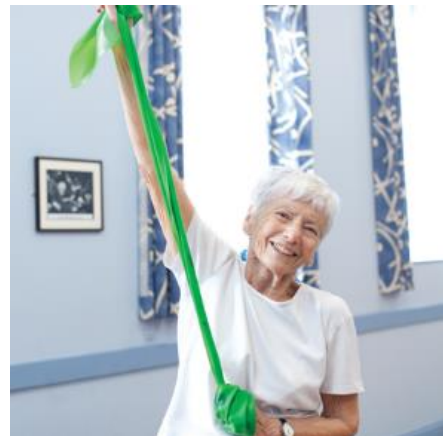
The Chief Officer is responsible for the day to day management of Age UK Sevenoaks Tonbridge & District, assisted by experienced professional staff.

Objective of the Charity

The objective of Age UK Sevenoaks Tonbridge & District is to provide a wide range of support services for older people, in any manner which is or hereafter may be deemed by law to be charitable within Sevenoaks, Tonbridge and the surrounding areas.

Our aim is to increase the number and diversity of the people we support via our services and where appropriate develop some chargeable services at commercial rates. We intend to be a focal point and key community resource and to raise our profile and standing.

Over the last year more than **190** individuals attended the Pop Up Pop Ins at nine different venues



Over the last year, **over 4000** individuals have accessed I&A support and **£1,897,558** in benefits have been awarded to **722** people who were supported to make benefit claims.



Significant Activities

The ongoing Cost of Living crisis and financial constraints have had a significant impact on the Charity throughout the financial year.

Day Care

The charity operates two day centres, one at Hollybush Court in Sevenoaks and one at Town Lock in Tonbridge providing both social and dementia day care.

The day centre services are designed to ensure the clients have the opportunity to socialise without compromising their ability to make choices about how their day with us is spent.

Access to the services is extended to anyone living within the districts of Sevenoaks and Tonbridge and specialist transport is available for those who need it to access the centres. The transport fleet currently comprises of two buses as the car had to be scrapped during the financial year. The two full-time drivers also play an active role in the day to day activities of the day centre. The transport provision remains a vital part of our organisation as without it, many of our clients would not be able to attend our services and would be increasingly isolated and socially excluded.

Each new client referred is offered assessment by our Social Inclusion Officer to explore their aspirations and needs. This process enables the individual to identify areas where input from Age UK or other local services might enhance their lives. Clients are encouraged to participate in the organising of their service and, where appropriate, family and carers are encouraged to become actively involved.

Numbers attending social day care have decreased slightly although many of the clients who do attend are long-standing clients who have attended for many years. The demand for dementia day care however is increasing and in January 2023, a third day was added to the offer at Hollybush and we also reopened the day centre in Tonbridge offering dementia day care on one day a week.

Independent Living Support (ILS) Service

The ILS department continued to thrive and go from strength to strength during 2022-2023 with numbers of clients increasing and support workers offering more services to meet their needs.

As many clients are opting to stay in their own home for longer, the ILS Service offers the opportunity for them to purchase time by the hour to assist with their continued needs. This enables the clients to maintain their independence as well as providing peace of mind for their families.

Alongside shopping and domestic chores, the service offers a dementia outreach programme where specially trained support workers are matched with clients and work with them on a 1:1 basis to maintain and improve skills. We now have 28 clients who regularly receive support as part of the programme. Feedback from families has been very positive, with all of them saying that they have noticed a difference in their loved ones.

In addition to this, at the end of the last financial year, a new venture was put in place whereby clients are supported on a daily basis for 5 hours a day. This has proved very successful and offers families an alternative to day care and prolongs the time clients can stay in their own home before having to move into care homes.

Information and Advice (I & A)

I & A is one of the most valuable services we can offer, as it enables people to understand their rights and entitlements as well as their responsibilities. We have seen a huge increase in those needing our assistance and advice since the pandemic and with the cost of living crisis.

“A very lovely lady visited and seemed more aware of what I needed that I did myself. I wasn't aware of this service but was so good to talk to someone so understanding. Thank you.”

The Information and Advice team comprises of a full time Information and Advice Officer and a significant part of the Senior Administration Assistant role at Tonbridge. The Befriending Co-ordinator has also taken on some of the more straightforward cases

such as blue badges. The team are supported by nine volunteers who visit clients at home to help with filling in forms and applying for benefits.

“I was really happy with the help and advice I was given. It took all the weight off my shoulders at a time when I felt a bit overwhelmed by C's diagnosis. Thank you.”

The service offers face-to-face visits in Edenbridge, Sevenoaks, Tonbridge, Westerham and parts of West Malling areas. We continue to offer telephone and email support in Aylesford, Snodland and Swanley.

Community Befriending Service



With funding from Sir Thomas Smythe's, The Partiger Foundation and Kent Reliance Provident Society Community Fund (the latter came as part of our application through the Known Partners route of Kent Community Foundation), our Community Befriending Service has continued to grow.

*“Thank you for finding L to come and visit me. It is so lovely to have someone to make a cup of tea for every week”
from M age 89*

The Befriending Co-ordinator has been in post since July 2021, taking on the merged Sevenoaks and Tonbridge areas in January 2022 after the retirement of the Sevenoaks co-ordinator. Demand for the service is steady with referrals coming from a mixture of

family members/self-referral, the NHS and other charities. The service has continued to grow, although volunteer recruitment remains the biggest challenge.

“S and I have lots in common and I really enjoy our chats. It is just like having a friend” from C age 76.

In March 2023 there were 170 visits / phone calls made during the month, 44 clients on the waiting list and 47 volunteer befrienders.

Befriender K on her visits to M aged 88: “I’m due to go again tomorrow for cuppa & catch up & hopefully she can show me how to cast off with my knitting!”

Tonbridge

The Tonbridge Office continues to be a busy hub of Age UK Sevenoaks and Tonbridge. The town centre location means that it is a vital resource and information centre for the local people of Tonbridge.

When the head office in Sevenoaks closed in February 2023, the Tonbridge Office became the registered office for the charity and services such as ILS and Information and Advice moved there permanently. This meant that the activities which were based in Forsyth Hall either had to move to alternative premises including Town Lock or close temporarily.

The advantage however of having more services running out of the Bradford Street office means that there is more collaboration between staff and services and also the office is now able to be open to the public for longer hours than was the case previously.

Dementia Services

Age UK Sevenoaks and Tonbridge were awarded in partnership with other Age UKs within the Kent Consortium, the KCC Dementia contract.

Dementia and Me Organisers for both Sevenoaks and Tonbridge were employed in the summer of 2022. The organiser for

Sevenoaks is also the Day Centre Manager and splits her time accordingly.

Two COGs groups are now running, one at Town Lock and one at Hollybush. The group at Town Lock is thriving and is well-attended. The Hollybush group only started in January 2023 and has taken a little while to get off the ground but numbers are beginning to increase.



In addition to the COGs groups, there is full programme of dementia focused activities at Town Lock including Dementia Cafés, Peer to Peer groups, craft groups etc. Similar activities have been put in place at Hollybush but like the COGs are struggling to get attendees. New venues are being explored to see if these will be more successful.

One You Your Home project

The One You Your Home project is run in partnership with Sevenoaks District Council and provides support to Private Sector Housing with the administration of Disabled Facility Grants and other initiatives funded by the Better Care Fund.

We currently have one co-ordinator and he covers Sevenoaks, Swanley, Edenbridge and Westerham.

The co-ordinator is a Trusted Assessor and can provide advice and fitting for adaptations and equipment. The co-ordinator also complements the Information and Advice Service by carrying out

benefit checks and helping clients to apply for benefits such as Attendance Allowance and Blue Badges.

Pop Up Pop Ins



The Pop Ups continue to be one of our most successful initiatives and are instrumental in addressing the well-being and social isolation of older people in the rural areas of our district. Sevenoaks District Council continued to fund some of the project for the 2022-2023 and we also received funding from Involve towards groups in Sevenoaks and the Swanley areas and from Sport England for groups in Tonbridge and Maidstone. There are now nine groups which are situated in Chiddingstone Causeway, Cowden, Ryarsh, Aylesford, Golden Green, Hextable, Crockenhill, Edenbridge and Dunton Green.

"I wanted to let you know that your exercise programme has really helped with my knee problem. There was a considerable improvement after the last class I attended, which continued, and now my knee feels completely recovered. Many thanks."

The Health and Wellbeing Co-ordinator is assisted by a Health and Well-Being assistant and a free-lance instructor who both run some of the classes. A team of volunteers also provides support at the sessions.

*“Thank you so much for everything you do for my mum – you are such a big part of her life and the classes have transformed her in so many ways – not just the exercises, but the friends she’s made and the wonderful jokes and laughs you have together.
I don’t think I could ever thank you enough, or tell you just how much of a hero you are, and what an important, vital and brilliant job you do.”*

Towards the end of the financial year, we were successful in gaining some funding from the Age UK National as a part of a Cost of Living Programme and this means that we will be able to continue running the classes for 2023-2024.

We are very proud of the fact that the Health and Well-being Co-ordinator was awarded a Lifetime Achievement Award as part of Sevenoaks District Council's 'Making It Happen Community and Voluntary Awards'. The Pop Ups were also awarded Certificates of Achievement in the categories for ‘Older Person’s Group of the Year’ and ‘Healthy Living Award’.

Other Services

The full range of services offered by the charity is given on page 36 of this report.

Quality

Age UK Sevenoaks, Tonbridge & District are fully committed to continually reviewing and raising the quality of services across the organisation. We have achieved the ISO9001 quality standards and have the Age UK national quality standard.

The Trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission.

Relationship of Charity with Other Organisations

Age UK Sevenoaks Tonbridge & District is a Company Limited by Guarantee and is an independent charity and a Brand Partner of the National Age UK organisation. We are a local charity set up to meet the needs of older people in the area.

Our policy is to work closely with other organisations, aiming to avoid unnecessary duplication of services in support of older people locally. We work closely with Kent County Council Social Services, Sevenoaks District Council, Tonbridge & Malling Borough Council, Sevenoaks Town Council, Involve, West Kent Housing Association, Clarion Housing Group, Moat Housing Association, Rockdale Housing, Sencio Leisure, Citizens Advice Bureau, the two local pensioners forums (Tonbridge & Malling Senior's Forum and Sevenoaks District Senior Action Forum), local churches, residential and nursing homes and other local charities and organisations involved in helping older people. We actively participate in the work of Age UK nationally and regionally, particularly by representation on various committees and working groups.

Reserves Policy

The Trustees review reserves on a regular basis. They have reaffirmed their decision to maintain unrestricted reserves at a level exceeding the costs of an orderly closure of operations, which they currently estimate to be £125,000. Current reserves are £621,191

Risk Management

The Trustees have in place a risk management strategy and risk register. This process includes review by the Trustees, Director and other Charity Officers.

The process identifies the types of risks the Charity faces, prioritises them in terms of likelihood of occurrence and potential impact, and identifies the means of mitigating against them.

The Trustees keep major risks under review in a number of ways:-

- by including 'Finance' as a regular item on the agenda of every meeting of the Directors/Trustees.
- by refreshing the analyses of the Charity's strengths, weaknesses and opportunities and threats which are updated regularly.
- by ensuring that a wide range of internal procedures are in place aimed at meeting all our obligations, not least in terms of our responsibilities to our clients and to a range of external bodies, including Age UK.

Financial Summary.

The Statement of Financial Activities (page 22) reports income and expenditure for both Normal Operations and Projects. It has been prepared in accordance with the requirements of the Statement of Recommended Practice for Charities.

The Charity receives income in the form of unrestricted and restricted funds to support its activities. Restricted funds have to be spent in accordance with the wishes of those providing the funds. Information is provided in the Statement of Financial Activities (page 22).

There was a Net Surplus for the year under review of £ 68,329, as the Charity's income was insufficient to cover the costs of the services we provided to older people in our area.

The Kent County Council grant of £ 48,929 for Dementia Services is a major component of our funding for this financial year as well as grant from the National Lottery which is to be used to help the organisation recover after the pandemic. However the latter comes to an end at the beginning of the 2023-2024 financial year and we are looking to continue to grow services to make up the shortfall.

We again received financial support from Sevenoaks District Council, Tonbridge & Malling Borough Council, Age UK and many other organisations and individuals. We are grateful to all of them.

Fundraising

Difficult fundraising conditions have continued to prevail as Trust organisations contract and be selective in their awards due to the fact that more organisations are looking for help as a result of the cost of living crisis. However we are still benefitting for the 2022-2023 financial year from the major grant from the National Lottery to cover some of the shortfall in our core funding following the loss of the KCC grant. We have also received funding from Sir Thomas Smythe's Charity, Sport England, Sevenoaks District Council's Community Grants, Dunton Green Parish Council, Kent Community Fund, the Partiger Trust and The Kent Reliance Provident Society Community Fund (the latter two came through our Known Organisation application to the Kent Community Fund whereby our bid is presented to various funds throughout the financial year). The Ladies Captain of Darenth Valley Golf Club also nominated Age UK Sevenoaks and Tonbridge as her Charity of the Year and raised over £1,800 and we received £759.46 from The Jim Clark's Memorial Golf Day held at Hever Golf Club. We have also received a major legacy from a client as well as donations from individuals and organisations and we would like to thank all those who have supported us.

Future development

The Charity plans to continue to provide services required to support older people in Sevenoaks, Tonbridge and the surrounding areas in the forthcoming years and to work closely with Age UK, local groups and other voluntary sector organisations in doing so.

The working relationship that we have built up with Age UK Maidstone in particular and the arrangement that we came to with the Trustees to share a Chief Officer seems to be working well. The Trustees are now looking to formalise the arrangement by merging the two organisations in the next financial year.

Statement of Trustees Responsibilities

The Trustees (who are also the Directors of Age UK Sevenoaks Tonbridge and District for the purposes of company law) are responsible for preparing the Annual Report and the Financial Statements in accordance with the applicable law and accounting standards.

Company and charity law requires the Trustees to prepare financial statements for each financial year that give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including income and expenditure, of the charitable company for that period. In preparing those financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently.
- Observe the methods and principles of the Charity SORP.
- Make judgments and estimates that are reasonable and prudent.
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Statement as to Disclosure of Information to Auditors

So far as the Trustees are aware, there is no relevant information (as defined by Section 418 of the Companies Act 2006) of which the charitable company's auditors are unaware, and each Trustee has

taken all steps that they ought to have taken as a Trustee in order to make them aware of any audit information and to establish that the charitable company's auditors are aware of that information.

This report has been prepared in accordance with small companies' regime (section 419(2)) of the Companies Act 2006.

Signed on behalf of the Directors/Trustees

Barry Vanns

Mr Barry Vanns – Chairman

Date: 23 August 2023

Opinion

We have audited the financial statements of Age UK Sevenoaks Tonbridge & District (the 'charitable company') for the year ended 31 March 2023 which comprise the Statement of Financial Activities, the Statement of Financial Position, the Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2023 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Based on our understanding of the charity and the environment in which it operates, we identified that the principal risks of non-compliance with laws and regulations related to registered charities, and we considered the extent to which non-compliance might have a material effect on the financial statements. We also considered those laws and regulations that have a direct impact on the preparation of the financial statements such as the Charities Act 2011 and other factors such as taxation.

We evaluated management's incentives and opportunities for fraudulent manipulation of the financial statements (including the risk of override of controls) and determined that the principal risks were related to manual accounting journals. Audit procedures performed by the engagement team included:

- o Discussions with management including consideration of known or suspected instances of non-compliance with laws and regulation and fraud,
- o Evaluating management's controls designed to prevent and detect irregularities, and
- o Identifying and testing manual accounting journals, in particular any unusual items.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



Alan R E Peal (Senior Statutory Auditor)
for and on behalf of Porritt Rainey
The Crown Business Centre
10 High Street
Otford
Sevenoaks
Kent
TN14 5PQ

Date: 30 August 2023

Age UK Sevenoaks Tonbridge & District

**Statement of Financial Activities
(Incorporating an Income and Expenditure Account)
for the year ended 31 March 2023**

	Notes	Unrestricted funds £	Restricted funds £	2023 Total funds £	2022 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	245,581	10,650	256,231	45,222
Charitable activities					
Social inclusion	4	282,209	64,678	346,887	532,501
Independent Living Scheme		280,051	-	280,051	240,264
Information and Advice		-	-	-	12,500
Befriending		4,046	-	4,046	20,575
Dementia		48,930	-	48,930	-
Investment income	3	10,165	-	10,165	6,769
Other income		-	-	-	26,344
Total		870,982	75,328	946,310	884,175
EXPENDITURE ON					
Charitable activities					
Social inclusion	5	391,579	71,546	463,125	448,496
Independent Living Scheme		283,480	1,406	284,886	239,022
Advocacy		10,194	562	10,756	14,218
Information and Advice		41,713	937	42,650	32,352
Befriending		13,648	187	13,835	29,872
Dementia		60,669	2,061	62,730	-
Other		25,000	-	25,000	-
Total		826,283	76,699	902,982	763,960
NET INCOME/(EXPENDITURE)		44,699	(1,371)	43,328	120,215
RECONCILIATION OF FUNDS					
Total funds brought forward		576,392	1,471	577,863	457,648
TOTAL FUNDS CARRIED FORWARD		621,091	100	621,191	577,863

Age UK Sevenoaks Tonbridge & District

Statement of Financial Position
31 March 2023

	Notes	Unrestricted funds £	Restricted funds £	2023 Total funds £	2022 Total funds £
FIXED ASSETS					
Tangible assets	11	5,315	-	5,315	7,835
CURRENT ASSETS					
Stocks	12	949	-	949	2,291
Debtors	13	74,256	-	74,256	59,479
Investments	14	273,561	-	273,561	270,457
Cash at bank and in hand		<u>372,044</u>	<u>100</u>	<u>372,144</u>	<u>287,944</u>
		720,810	100	720,910	620,171
CREDITORS					
Amounts falling due within one year	15	<u>(80,034)</u>	-	<u>(80,034)</u>	<u>(50,143)</u>
NET CURRENT ASSETS		<u>640,776</u>	<u>100</u>	<u>640,876</u>	<u>570,028</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		646,091	100	646,191	577,863
PROVISIONS FOR LIABILITIES	16	<u>(25,000)</u>	-	<u>(25,000)</u>	-
NET ASSETS		<u>621,091</u>	<u>100</u>	<u>621,191</u>	<u>577,863</u>
FUNDS	17				
Unrestricted funds				621,091	576,392
Restricted funds				<u>100</u>	<u>1,471</u>
TOTAL FUNDS				<u>621,191</u>	<u>577,863</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 23 August 2023 and were signed on its behalf by:

Barry Vanns

B K Vanns - Trustee

Age UK Sevenoaks Tonbridge & District

Statement of Cash Flows
for the year ended 31 March 2023

	Notes	2023 £	2022 £
Cash flows from operating activities			
Cash generated from operations	1	<u>85,454</u>	<u>71,011</u>
Net cash provided by operating activities		<u>85,454</u>	<u>71,011</u>
Cash flows from investing activities			
Purchase of tangible fixed assets		(1,537)	(2,600)
Interest received		3,387	487
Investments made		<u>(3,104)</u>	<u>(34,486)</u>
Net cash used in investing activities		<u>(1,254)</u>	<u>(36,599)</u>
Change in cash and cash equivalents in the reporting period			
Cash and cash equivalents at the beginning of the reporting period		<u>287,944</u>	<u>253,532</u>
Cash and cash equivalents at the end of the reporting period		<u>372,144</u>	<u>287,944</u>

Notes to the Statement of Cash Flows
for the year ended 31 March 2023

1. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2023	2022
	£	£
Net income for the reporting period (as per the Statement of Financial Activities)	43,328	120,215
Adjustments for:		
Depreciation charges	4,058	4,602
Interest received	(3,387)	(487)
Provision for decapitations	25,000	-
Decrease/(increase) in stocks	1,342	(1,754)
Increase in debtors	(14,777)	(14,090)
Increase/(decrease) in creditors	<u>29,890</u>	<u>(37,475)</u>
Net cash provided by operations	<u>85,454</u>	<u>71,011</u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1/4/22	Cash flow	At 31/3/23
	£	£	£
Net cash			
Cash at bank and in hand	<u>287,944</u>	<u>84,200</u>	<u>372,144</u>
	<u>287,944</u>	<u>84,200</u>	<u>372,144</u>
Liquid resources			
Deposits included in cash	-	-	-
Current asset investments	<u>270,457</u>	<u>3,104</u>	<u>273,561</u>
	<u>270,457</u>	<u>3,104</u>	<u>273,561</u>
Total	<u>558,401</u>	<u>87,304</u>	<u>645,705</u>

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, 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 Companies Act 2006. 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.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Allocation and apportionment of costs

Support costs are allocated based on the number of full time equivalent administrative staff being responsible in each activity

Tangible fixed assets

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

Improvements to property	- 15% on cost
Motor vehicles	- 20% on cost
Office Equipment	- 25% on cost

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Taxation

The charity is exempt from corporation 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.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. DONATIONS AND LEGACIES

	2023	2022
	£	£
Donations	27,280	26,222
Legacies	218,951	6,500
Age UK	10,000	12,500
	<u>256,231</u>	<u>45,222</u>

3. INVESTMENT INCOME

	2023	2022
	£	£
Rents received	6,778	6,282
Deposit account interest	3,387	487
	<u>10,165</u>	<u>6,769</u>

4. INCOME FROM CHARITABLE ACTIVITIES

	Activity	2023	2022
		£	£
Client Contributions	Social inclusion	160,860	74,497
Personal Care	Social inclusion	-	17,311
Grants	Social inclusion	179,627	346,953
Shop income	Social inclusion	861	742
Other	Social inclusion	5,539	92,998
Client Contributions	Independent Living Scheme	280,051	240,264
Grants	Information and Advice	-	12,500
Grants	Befriending	4,046	20,575
Grants	Dementia	48,930	-
		<u>679,914</u>	<u>805,840</u>

Grants received, included in the above, are as follows:

	2023	2022
	£	£
Kent County Council	48,923	259,962
Tonbridge and Malling Borough Council	6,400	8,000
Other Grants	-	800
Sevenoaks District Council	44,872	14,432
INVOLVE	23,000	46,500
National Lottery	90,980	36,392
Tesco	375	1,125
Connie Philips Foundation	-	5,000
Sir Thomas Smythe Charity	1,000	1,000
Versus Arthritis	-	3,900
Kent Community Fund	8,130	2,917
High Hilden Lawson Match Fund	2,917	-
Kent Sport	4,800	-
Dunton Green Parish Council	1,200	-
	<u>232,603</u>	<u>380,028</u>

5. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Grant funding of activities (see note 6) £	Support costs (see note 7) £	Totals £
Social inclusion	376,341	350	86,434	463,125
Independent Living Scheme	257,999	-	26,887	284,886
Advocacy	-	-	10,756	10,756
Information and Advice	24,725	-	17,925	42,650
Befriending	10,250	-	3,585	13,835
Dementia	23,297	-	39,433	62,730
	<u>692,612</u>	<u>350</u>	<u>185,020</u>	<u>877,982</u>

6. GRANTS PAYABLE

	2023 £	2022 £
Social inclusion	<u>350</u>	<u>3,475</u>
The total grants paid to institutions during the year was as follows:		
	2023 £	2022 £
Lunch Clubs	<u>350</u>	<u>961</u>

7. SUPPORT COSTS

	Management £	Governance costs £	Totals £
Social inclusion	84,634	1,800	86,434
Independent Living Scheme	26,287	600	26,887
Advocacy	10,516	240	10,756
Information and Advice	17,525	400	17,925
Befriending	3,505	80	3,585
Dementia	38,553	880	39,433
	<u>181,020</u>	<u>4,000</u>	<u>185,020</u>

Activity	Basis of allocation
Management	Staff Numbers
Governance costs	Staff Numbers

8. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2023 £	2022 £
Auditors remuneration		
Depreciation - owned assets	4,000	3,600
	<u>4,057</u>	<u>4,603</u>

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2023 nor for the year ended 31 March 2022.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2023 nor for the year ended 31 March 2022.

10. STAFF COSTS

	2023	2022
	£	£
Wages and salaries	575,663	530,871
Social security costs	26,271	25,879
Other pension costs	20,611	19,492
	<u>622,545</u>	<u>576,242</u>

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

	2023	2022
Management and Administration	4	4
Community based support schemes	23	30
Day care and Other Services	15	10
	<u>42</u>	<u>44</u>

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

Emoluments during the period to Key Management Personnel was £43,193.

11. TANGIBLE FIXED ASSETS

	Improvements to property £	Plant and machinery £	Motor vehicles £	Office Equipment £	Totals £
COST					
At 1 April 2022	202,052	64,669	153,423	18,806	438,950
Additions	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,537</u>	<u>1,537</u>
At 31 March 2023	<u>202,052</u>	<u>64,669</u>	<u>153,423</u>	<u>20,343</u>	<u>440,487</u>
DEPRECIATION					
At 1 April 2022	201,440	64,249	153,063	12,363	431,115
Charge for year	<u>612</u>	<u>133</u>	<u>360</u>	<u>2,952</u>	<u>4,057</u>
At 31 March 2023	<u>202,052</u>	<u>64,382</u>	<u>153,423</u>	<u>15,315</u>	<u>435,172</u>
NET BOOK VALUE					
At 31 March 2023	<u>-</u>	<u>287</u>	<u>-</u>	<u>5,028</u>	<u>5,315</u>
At 31 March 2022	<u>612</u>	<u>420</u>	<u>360</u>	<u>6,443</u>	<u>7,835</u>

12. STOCKS

	2023	2022
	£	£
Stocks	<u>949</u>	<u>2,291</u>

13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Trade debtors	39,133	31,791
Other debtors	4,487	-
Temporary client advances	159	1,094
Prepayments	<u>30,477</u>	<u>26,594</u>
	<u>74,256</u>	<u>59,479</u>

14. CURRENT ASSET INVESTMENTS

	2023	2022
	£	£
Unlisted investments	<u>273,561</u>	<u>270,457</u>

15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Trade creditors	18,568	6,354
Social security and other taxes	8,065	6,198
Credit Card	307	212
Accrued expenses	25,814	21,184
project deferrals	<u>27,280</u>	<u>16,195</u>
	<u>80,034</u>	<u>50,143</u>

16. PROVISIONS FOR LIABILITIES

	2023	2022
	£	£
Provisions	<u>25,000</u>	<u>-</u>

17. MOVEMENT IN FUNDS

	At 1/4/22	Net movement	At
	£	in funds	31/3/23
		£	£
Unrestricted funds			
General fund	509,816	43,930	553,746
Bertioli Legacy Dementia	30,000	-	30,000
Bertioli Legacy Other	36,576	-	36,576
Dementia and Me	-	769	769
	<u>576,392</u>	44,699	<u>621,091</u>
Restricted funds			
Circle Housing	1,371	(1,371)	-
PSG	100	-	100
	<u>1,471</u>	<u>(1,371)</u>	<u>100</u>
TOTAL FUNDS	<u>577,863</u>	<u>43,328</u>	<u>621,191</u>

17. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	822,052	(778,122)	43,930
Dementia and Me	<u>48,930</u>	<u>(48,161)</u>	<u>769</u>
	870,982	(826,283)	44,699
Restricted funds			
Circle Housing	-	(1,371)	(1,371)
One You Projects	39,871	(39,871)	-
Pop-up Pop-in	12,456	(12,456)	-
Involve	<u>23,001</u>	<u>(23,001)</u>	<u>-</u>
	75,328	(76,699)	(1,371)
TOTAL FUNDS	<u>946,310</u>	<u>(902,982)</u>	<u>43,328</u>

Comparatives for movement in funds

	At 1/4/21 £	Net movement in funds £	At 31/3/22 £
Unrestricted funds			
General fund	389,601	120,215	509,816
Bertioli Legacy Dementia	30,000	-	30,000
Bertioli Legacy Other	<u>36,576</u>	<u>-</u>	<u>36,576</u>
	456,177	120,215	576,392
Restricted funds			
Circle Housing	1,371	-	1,371
PSG	<u>100</u>	<u>-</u>	<u>100</u>
	1,471	-	1,471
TOTAL FUNDS	<u>457,648</u>	<u>120,215</u>	<u>577,863</u>

17. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	761,095	(640,880)	120,215
Restricted funds			
Circle Housing	35,124	(35,124)	-
One You Projects	39,849	(39,849)	-
Pop-up Pop-in	1,607	(1,607)	-
Involve	<u>46,500</u>	<u>(46,500)</u>	<u>-</u>
	<u>123,080</u>	<u>(123,080)</u>	<u>-</u>
TOTAL FUNDS	<u>884,175</u>	<u>(763,960)</u>	<u>120,215</u>

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

	At 1/4/21 £	Net movement in funds £	At 31/3/23 £
Unrestricted funds			
General fund	389,601	164,145	553,746
Bertioli Legacy Dementia	30,000	-	30,000
Bertioli Legacy Other Dementia and Me	36,576	-	36,576
	<u>-</u>	<u>769</u>	<u>769</u>
	456,177	164,914	621,091
Restricted funds			
Circle Housing	1,371	(1,371)	-
PSG	<u>100</u>	<u>-</u>	<u>100</u>
	<u>1,471</u>	<u>(1,371)</u>	<u>100</u>
TOTAL FUNDS	<u>457,648</u>	<u>163,543</u>	<u>621,191</u>

17. MOVEMENT IN FUNDS - continued

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	1,583,147	(1,419,002)	164,145
Dementia and Me	<u>48,930</u>	<u>(48,161)</u>	<u>769</u>
	1,632,077	(1,467,163)	164,914
Restricted funds			
Circle Housing	35,124	(36,495)	(1,371)
One You Projects	79,720	(79,720)	-
Pop-up Pop-in	14,063	(14,063)	-
Involve	<u>69,501</u>	<u>(69,501)</u>	<u>-</u>
	<u>198,408</u>	<u>(199,779)</u>	<u>(1,371)</u>
TOTAL FUNDS	<u>1,830,485</u>	<u>(1,666,942)</u>	<u>163,543</u>

18. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2023.

STAFF at 31 March 2023

Chief Officer	Mrs Louise MacPherson
Business and Governance Officer	Mrs Sarah Chillington
Finance Officer	Mrs Tracey Hulme
Information and Advice Officer	Mr Bob Carpenter
Senior Administration Officer	Mrs Caron Parsons
Senior Admin Assistant – Tonbridge	Mrs Jenny McDougall
Befriending Co-ordinator	Mrs Julia Cronin
One You Your Home Co-ordinator	Mr James Keast
Social Inclusion Officer	Mrs Sally Robinson
Independent Living Support Scheme Manager	Ms Kathy Gregory
ILS Assistant Manager	Mrs Amanda King
ILS Admin Assistant	Mrs Marisa Vukmirovic
Support Workers	30 Support Workers
Pop Up Pop Ins	
Health and Wellbeing Coordinator	Mrs Sue Larkin
Pop Up (Health and Wellbeing) Assistant	Mrs Judy Erskine
Holly Bush Day Centre	
Day Centre Manager/Dementia and Me Organiser - Sevenoaks	Mrs Amanda Baker
Support Staff	
Day Centre Support Worker	Miss Michelle Blackaby
Day Centre Support Worker/Cook	Miss Victoria Attle
Day Centre Support Worker	Mrs Nina Bell
Day Centre Support Worker	Miss Stacey Graham
Day Centre Support Worker (Relief)	Miss Kathryn Bennett

Dementia Day Centre Supervisor/Driver	Mr Martin Dean
Day Centre Support Worker/Driver	Mr Cliff McLaren
COGs Support Worker	Mrs Sylvia Lee

Catering Staff

Bank Chef	Mr James Farmer
Catering Assistants	Mrs Jackie Farmer Miss Mary Curtis

Foot Health Practitioner	Mrs Denise Bland
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Dementia & Me Organiser – Tonbridge	Ms Faydra Mitchell
COGs Support Worker – Tonbridge	Mrs Deborah Petrick

Ancillary Services provided by:-

Chiropodists	Ms Clare Wilson
--------------	-----------------

Hairdressers	Mrs Sandra Chatfield Miss Clare Hayes
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Reflexologist	Mrs Nikki Bendell
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**Services provided by Age UK Sevenoaks Tonbridge & District
as of 31st March 2023**

- ◆ Social Day Centres - Hollybush Court, Sevenoaks
- ◆ Dementia Day Care - Hollybush Court, Sevenoaks & Town Lock, Tonbridge
- ◆ COGs Groups - Hollybush Court, Sevenoaks & Town Lock, Tonbridge
- ◆ Dementia Cafes
- ◆ Peer to Peer Dementia Groups
- ◆ Dementia friendly craft groups
- ◆ Independent Living Support Scheme
- ◆ Dementia Outreach Service (part of ILS scheme)
- ◆ Hot meal delivery (limited service)
- ◆ Computer Learning Centre
- ◆ Information and Advice Service
- ◆ Alternative Office Department of Works & Pensions
- ◆ Outreach Assistance
- ◆ Transport Scheme – Day Centre
- ◆ Chiropody Service
- ◆ Hairdressing
- ◆ Reflexology & Aromatherapy
- ◆ Craft – Knit and Natter
- ◆ Visiting Hearing Advice Clinic
- ◆ Coffee Mornings
- ◆ Befriending Service
- ◆ One You Your Home project
- ◆ Pop Up Pop Ins (Mobility, Strength and Balance Classes)
- ◆ Law Clinic through Warners Solicitors
- ◆ Hardship Fund
- ◆ Village Lunch Clubs/Groups in
 - Littlecourt Westerham
 - Kemsing Otford
 - Dunton Green

Thank you

To all the Staff and Volunteers who have helped with the services provided by Age UK Sevenoaks Tonbridge & District.

To local organisations, trust Funds and individuals who have supported Age UK Sevenoaks Tonbridge & District throughout the year.



Supported by:

Sir Thomas Smythe's Charity, which awards grants to welfare organisations in the local area.



AGE UK SEVENOAKS TONBRIDGE & DISTRICT

England & Wales - Charity number 1088213

Accounts

75th
Annual Report
2021/2022



Age UK Sevenoaks Tonbridge & District

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the year ended 31 March 2022**

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CHARITY INFORMATION

ROYAL PATRON

HRH The Prince of Wales KG KT GCB

PATRONS

Mr Hugh Stirk

Mr Maurice Short

BANKERS

CAF Bank
West Malling
ME19 4JQ

HSBC
69 High Street
Sevenoaks TN13 1LB

GROUP PENSION FUND

Zurich Pensions, The Grange
Bishops Cleeve, Cheltenham
Gloucestershire, GL52 8XX

Scottish Widows, 69 Morrison
Street, Edinburgh, EH3 8BW

SOLICITORS

Warners Solicitors
Sevenoaks TN13 1AN

INVESTMENT FUND

Charities Official Investment
Fund
London EC2V 6DZ

United Trust Bank
London SW1Y 4TE

Virgin Money
Newcastle upon Tyne NE3 4PL

AUDITOR

Porritt Rainey
Sevenoaks
Kent
TN13 1XR

TRUSTEES

Chairman Mr Barry Vanns

Elected Members Mr Adam Clark
 Mr James Latheron
 Mr Mark Thomson
 Mr David Townsend
 Mr Wayne Sleck
 Mrs Emma Watkins

Company Registered Number 04200219

Charity Registered Number 1088213

**CHIEF OFFICER/
COMPANY SECRETARY
(until 30/6/2021)** Mrs Gillian MJ Shepherd-Coates

**CHIEF OFFICER
(from 30/6/2021)** Mrs Louise MacPherson

**COMPANY SECRETARY
(from 30/6/2021)** Mrs Sarah Chillington

REGISTERED OFFICE The Old Meeting House
 St Johns Road
 Sevenoaks
 Kent TN13 3LR

Report of the Trustees

Year ended 31 March 2022

1. Organisation, Responsibility & Decision Making Structure

The charity is controlled by its governing document, its memorandum and articles of association, and constitutes a company limited by guarantee as defined by the Companies Act 2006.

The Chair and members of the Board are elected at the Annual General Meeting. Members of the Board may serve for three years from the date of their election, and are eligible for re-election, save that the Chairman may serve for a maximum of six consecutive years.

The Board may co-opt any person to membership of the Board until the conclusion of the next Annual General Meeting.

The members of the Trustee Board represent a broad range of skills drawn from both business and the relevant charity sectors. When changes occur consideration is given to retaining or varying the skill mix according to circumstances at the time.

Potential new Trustees are invited to familiarise themselves with the work of the Charity through relevant visits and discussion. These discussions are led by the Chairman and Chief Officer. They are also provided with key documents so that they are aware of the issues facing the Charity before becoming committed. An induction programme is available and ongoing relevant training is offered.

The Trustees meet regularly to consider reports by the Sub-Committees dealing with Day Services, Finance and General Purposes, and ad-hoc working groups as required.

The financial management of the Charity is controlled by quarterly accounts presented at meetings of the Board.

The Chief Officer is responsible for the day to day management of Age UK Sevenoaks Tonbridge & District, assisted by experienced professional staff.

2. Objective of the Charity

The objective of Age UK Sevenoaks Tonbridge & District is to provide a wide range of support services for older people, in any manner which is or hereafter may be deemed by law to be charitable within Sevenoaks, Tonbridge and the surrounding areas.

Our aim is to increase the number and diversity of the people we support via our services and where appropriate develop some chargeable services at commercial rates. We intend to be a focal point and key community resource and to raise our profile and standing.

“Everyone I have spoken to has been so helpful, don’t know what I would have done without Age UK. They sprung into action even though I was going through Social Services and acted before Social Services even. Thank you.”

I was really surprised at the amount of help Age UK were happy to give me as a carer of my Mum. Age UK is not just for the person themselves but also for the support network...”

“I found Age UK a very good starting point to gain an understanding of the complex range of services and support available to frail, elderly people.”

“A big thank you to J in the Tonbridge office for helping me to get the help I need and to B for help with my benefit applications and to D for the counselling sessions when I really needed someone to talk to.”

Pop Ins

Over the last year more than **170** individuals attended the Pop Up Pop Ins



Independent Living Support (ILS) Service

Over the last year the ILS service has visited **240** clients a total of **8880** times spending **12,254** hours supporting them.



Information and Advice (I & A)

Over the last year, **534** individuals have accessed I&A support and **£1,459,520** per annum in benefits have been awarded to **320** people who were supported to make benefit claims.



Significant Activities

Age UK Sevenoaks and Tonbridge continued to be impacted by the ongoing Covid-19 pandemic throughout the 2021-2022 financial year and services had to be flexible to fit in with the varying levels of restrictions.

Day Care

The charity operates a day centre at Hollybush Court in Sevenoaks and provides both social and Dementia day care.

At the beginning of the financial year, the charity had three day centres (Hollybush Court in Sevenoaks, Townlock in Tonbridge and The Eden Centre in Edenbridge). These were closed to clients due to restrictions in place at the time and once restrictions were eased, due to a substantial reduction in funding, only the day centre at Hollybush re-opened. Clients from Tonbridge and Edenbridge were invited to attend Hollybush.

The day centre services are designed to ensure the clients have the opportunity to socialise without compromising their ability to make choices about how their day with us is spent.

In June 2021, Dementia day care was offered in Sevenoaks for the first time. The services are designed to offer a stimulating and safe environment for clients whilst giving carers some respite. By the end of the financial year the Dementia days were operating at nearly full capacity with 34 clients attending over the two days.

Access to the services is extended to anyone living within the districts of Sevenoaks and Tonbridge and specialist transport is available for those who need it to access the centres.

Each new client referred is offered assessment by our Social Inclusion Officer to explore their aspirations and needs. This process enables the individual to identify areas where input from Age UK or other local services might enhance their lives. Clients are encouraged to participate in the organising of their service and, where appropriate, family and carers are encouraged to become actively involved.

Independent Living Support (ILS) Service

The ILS department continued to thrive and go from strength to strength during 2021-22 with numbers of clients increasing and support workers offering more services to meet their needs.

As many clients are opting to stay in their own home for longer, the ILS Service offers the opportunity for them to purchase time by the hour to assist with their continued needs. This enables the clients to maintain their independence as well as providing peace of mind for their families.

The dementia outreach programme was launched in Spring 2021 and again a lot of positive work has and is being done with clients who have all forms of dementia. Trained support workers are matched with clients and work with them on a 1:1 basis to maintain and improve skills. Feedback from families has been very positive, with all of them saying that they have noticed a difference in their loved ones.

Towards the end of the financial year, the ILS service started a new venture where clients are supported on a daily basis for 5 hours a day. The initial trial was very successful and as the new financial year begins, the service is being rolled out to other clients.

The ILS management and team have established good relationships with all the health professionals in Sevenoaks, Tonbridge and beyond and this has led to an increase in referrals, with some coming from London hospitals as well. Feedback from health professionals about the ILS support workers is of the highest accolade, this being down to the management, support, training and flexibility that is upheld for each support worker.

Information and Advice (I & A)

I & A is one of the most valuable services we can offer, as it enables people to understand their rights and entitlements as well as their responsibilities. We have seen a huge increase in those needing our assistance and advice since the pandemic.

“One of your representatives helped me with the Attendance Allowance and Blue Badge for Dad. He was amazing. I couldn't have done it without him! Thank you Age UK.”

The Information and Advice team comprises of a full time Information and Advice Officer and a significant part of the Senior Administration Assistant role at Tonbridge. The Visiting Co-ordinator has now retired but we have a team of eight volunteers covering both Sevenoaks and Tonbridge.

“Thank you for all your help. I would never have applied for either benefit. I am grateful as it has made so much difference.”

During 2021-22, the service returned to face-to-face visits. Where possible, we offer face-to-face visits in Edenbridge, Sevenoaks, Tonbridge and Westerham areas. We continue to offer telephone and email support in Aylesford, Snodland, Swanley and West Malling areas.

Community Befriending Service

With funding through our contract with Involve and also from Sir Thomas Smythe's and Sevenoaks District Council, our Community Befriending Service has continued to grow. A co-ordinator for the Tonbridge was appointed in July 2021 and has worked hard to grow the service in the area. When the co-ordinator for the Sevenoaks area stepped down in December 2021, it was decided to merge the two services into one with the Befriending Co-ordinator for Tonbridge running both areas with a team of volunteers. As of the end of March 2022, there were 37 clients matched with a volunteer and receiving regular visits and phone calls.

With all the reports and media coverage about social isolation and well-being, befriending is a much needed service which helps to alleviate the impact of loneliness.

“I don't get out much as I use a wheelchair, so when you told me G would start to visit every week it made my day.”

“L visits me on a Saturday and it’s lovely to see someone regularly. If it wasn’t for her I might not speak to anyone except the postman.”

Tonbridge

The Tonbridge Office continues to be a busy hub of Age UK Sevenoaks and Tonbridge. The town centre location means that it is a vital resource and information centre for the local people of Tonbridge. The office is managed by a full time Senior Admin Officer who is also part of the Information and Advice Team and is supported by a team of local volunteers. The Information and Advice Officer also spends one day a week in Tonbridge. The office was closed to the public during Covid 19 but re-opened as restrictions lifted.

Forsyth Hall has seen a great increase in the number of activities being held. These include: falls prevention classes, a coffee morning, monthly lunch club, line dancing and the Knit & Natter group. There is also a Chiropody service, computer lessons and a battery replacement service for Hearing Aids.

“Age UK Tonbridge staff have been very kind and welcoming. They helped my husband and I benefit from Attendance Allowance for which we are most grateful. They provide an excellent service in the community.”

Transport

The transport fleet continues to provide transport to our Day Centre as well providing a hot meal delivery service during Covid. The fleet now consists of two mini buses and a smaller car. The transport provision remains a vital part of our organisation as without it, many of our clients would not be able to attend our services and would be increasingly isolated and socially excluded. In addition, the drivers go above and beyond in that they don’t simply provide a transport or delivery service but they also provide a welfare service to the clients that they look after, checking in to make sure that they are well and have everything that they need.

One You Your Home project

The One You Your Home project is run in partnership with Sevenoaks District Council and provides support to Private Sector Housing with the administration of Disabled Facility Grants and other initiatives funded by the Better Care Fund.

We currently have one co-ordinator and he covers Sevenoaks, Swanley, Edenbridge and Westerham.

The co-ordinator is a Trusted Assessor and can provide advice and fitting for adaptations and equipment. The co-ordinator also complements the Information and Advice Service by carrying out benefit checks and helping clients to apply for benefits such as Attendance Allowance and Blue Badges.

Pop Up Pop Ins

The Pop Ups continue to be one of our most successful initiatives and are instrumental in addressing the well-being and social isolation of older people in the rural areas of our district. Sevenoaks District Council continued to fund some of the project for the 2021-2022 financial year and we also received funding from Involve and Sport England through the Tackling Inequalities Fund. The restrictions at the beginning of the financial year along with local spikes in Covid infections meant that we had to be flexible and respond to the situation as it evolved. We re-started Pop Ups in Chiddingstone Causeway, Cowden and Dunton Green as well as re-launching one in Ryarsh which unfortunately, due to the pandemic and subsequent lock downs, didn't get off the ground when it first started in 2020. All of the Pop Ups were immediately well-attended and have gone from strength to strength. A new Pop Up was launched in Edenbridge in September and again was an immediate success. Zoom classes have also continued and the Health and Well-being Co-ordinator has been pro-active in keeping in contact with clients throughout the year.

Thank you also for showing me how to spider walk my arm this morning. I shall now do it correctly!! I am really enjoying your classes and the information you give us and wish I had heard

about them earlier. I look forward to seeing you again on Thursday morning.”

Towards the end of the financial year, we were successful in gaining some funding from the Sport England Together Fund and we are looking to set up two new Pop Ups in Tonbridge and Maidstone. The latter is our first venture into a joint project with Age UK Maidstone.



We are very proud of the fact that the Health and Well-being Co-ordinator and the Pop Ups were awarded 'Winner' in the Older Persons Group of the Year category and 'Highly Commended' in the Health Living category at at Sevenoaks District Council's "Making it Happen Community and Voluntary Awards.

Other Services

The full range of services offered by the charity is given on page 40 of this report.



Quality

Age UK Sevenoaks, Tonbridge & District are fully committed to continually reviewing and raising the quality of services across the organisation. We have achieved the ISO9001 quality standards and have the Age UK national quality standard. Our Information and Advice Team achieved the Advice Quality Standard in June 2021. Achieving quality marks is important to ensure that the organisation is able to demonstrate its ability to deliver quality provision to external bodies.

The Trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission.

3. Relationship of Charity with Other Organisations

Age UK Sevenoaks Tonbridge & District is a Company Limited by Guarantee and is an independent charity and a Brand Partner of the National Age UK organisation. We are a local charity set up to meet the needs of older people in the area.

Our policy is to work closely with other organisations, aiming to avoid unnecessary duplication of services in support of older people locally. We work closely with Kent County Council Social Services, Sevenoaks District Council, Tonbridge & Malling Borough Council,

Sevenoaks Town Council, Involve, West Kent Housing Association, Clarion Housing Group, Moat Housing Association, Rockdale Housing, Sencio Leisure, Citizens Advice Bureau, the two local pensioners forums (Tonbridge & Malling Senior's Forum and Sevenoaks District Senior Action Forum), local churches, residential and nursing homes and other local charities and organisations involved in helping older people. We actively participate in the work of Age UK nationally and regionally, particularly by representation on various committees and working groups.

4. Chairman's Review

The new financial year 2021-2022 was clouded by the lack of funding from Kent County Council (KCC). We had to try to find an alternative way of raising money on a much larger scale than we had ever had to. This at a time when we were still affected by the Covid pandemic and our operations had for that reason alone been severely cut back. We needed to expand our services again but without sufficient money.

KCC telephoned early on in April as they were concerned as to our ability to survive and when they asked how long that might be they were shocked to be told that we could be closing in months, not years as they expected the answer to be. This concern started internal meetings within KCC which within weeks resulted in a lump sum grant being given to us on a one off basis to help us through three months while we tried to restart our services and make savings along with a grant to provide Dementia Services whilst the tendering process for Dementia Services took place.

At the same time we were preparing for the retirement of Gillian Shepherd-Coates, our CEO of 37 years. In such circumstances it would be difficult and indeed futile to replace her with such a short time to go for Age UK Sevenoaks and Tonbridge but something needed to be done.

For the past year I had been having talks with neighbouring Age UKs about collaboration/possible merger to save money but these were slow and eventually unsuccessful. However following several discussions with the Trustees of Age UK Maidstone, we came to an agreement whereby it was decided that Age UK Sevenoaks and Tonbridge would share a Chief Officer with Age UK Maidstone on a

year long trial starting as Gillian retired. This would benefit both charities by allowing us to pool resources and save money as well as seeing how it would work if both boards decided to merge in the future.

Louise MacPherson became joint Chief Officer of Maidstone and Sevenoaks and Tonbridge in July 2021 and she started to work from our offices on a one day a week basis with remote contact on the other days. This was no mean feat involving much work and travelling for her. She has been driven by her enthusiasm for the job and one of her first successes was the opening of a Dementia day care centre two days a week at the Hollybush centre. This is much needed in this area and through her contacts, previous experience with Dementia and meetings it seemed to take no time at all to set up Dementia day care and as of the end of March 2022, over 30 clients attend on a regular basis. This number is increasing all the time and produces a much needed income stream. We have now made the two parts of the day care room separate by the addition of doors and windows between the two areas so that eventually both services can be operated at once enabling us to use the staff more economically.

As the pandemic retreated, our exercise classes known as Pop Ups started again and Sue Larken backed by her enthusiasm too, managed to expand these to cover many villages in the area. This is enjoyed by those who take part and is now producing an income stream of note.

ILS continues to operate and is very busy with clients and is also expanding to produce much needed income. Information and Advice similarly is busy as there are many who need help in that regard.

Tonbridge day care centre has closed but there still remains a need for day care here and it is certainly not being overlooked and it is expected that services will reopen soon.

As requested by the Council when we were unsuccessful with the Health and Wellbeing Contract, we contacted the contract winners, Involve, and secured a small sum of money from them to help them with the services that they had contracted to offer. This is not

enough considering the workload but hopefully this will progress towards better things for the 2022-2023.

We continue to have an old transport fleet which is expensive to maintain and in conjunction with Maidstone and Go Coach, we will strive to resolve this. Another bus has been sold and we are continuing to provide transport services on a reduced basis.

We were very pleased to hear of a legacy provided in a past client's will, leaving us a house in Tonbridge. There is a claim on this by East Sussex and Age UK National and now an agreement has been reached regarding the share, we can expect to receive the money soon. We have been lucky to receive a National Lottery grant too.

As the financial year closes our finances are improving quite considerably and this will allow us to invest in the future. After a long period of concern as to our future, it now looks much clearer and I can at last be confident of us producing an expanding range of services in the whole area.

I would like to express my thanks to all involved in making this organisation a success in such adverse circumstances and long may it continue.

5. Reserves Policy

The Trustees review reserves on a regular basis. They have reaffirmed their decision to maintain unrestricted reserves at a level exceeding the costs of an orderly closure of operations, which they currently estimate to be £125,000. Current unrestricted reserves are £ 576,392.

6. Risk Management

The Trustees have in place a risk management strategy and risk register. This process includes review by the Trustees, Director and other Charity Officers.

The process identifies the types of risks the Charity faces, prioritises them in terms of likelihood of occurrence and potential impact, and identifies the means of mitigating against them.

The Trustees keep major risks under review in a number of ways:-

- by including 'Finance' as a regular item on the agenda of every meeting of the Directors/Trustees.
- by refreshing the analyses of the Charity's strengths, weaknesses and opportunities and threats which are updated regularly.
- by ensuring that a wide range of internal procedures are in place aimed at meeting all our obligations, not least in terms of our responsibilities to our clients and to a range of external bodies, including Age UK.

7. Financial Summary.

The Statement of Financial Activities (page 25) reports income and expenditure for both Normal Operations and Projects. It has been prepared in accordance with the requirements of the Statement of Recommended Practice for Charities.

The Charity receives income in the form of unrestricted and restricted funds to support its activities. Restricted funds have to be spent in accordance with the wishes of those providing the funds. Information is provided in the Statement of Financial Activities (page 25).

There was Net Income for the year under review of £120,215, as the Charity's income was insufficient to cover the costs of the services we provided to older people in our area.

The Kent County Council grants of £269,769 remains a major component of our funding for this financial year. However this comes to an end in March 2022 and this is giving us cause for concern. We are working hard to expand our services to try and make up the shortfall.

We again received financial support from Sevenoaks District Council, Tonbridge & Malling Borough Council, Age UK and many other organisations and individuals. We are grateful to all of them.

8. Fundraising

Difficult fundraising conditions have continued to prevail as Trust organisations contract and be selective in their awards due to the fact that more organisations are looking for help as a result of the pandemic. However, we continued to target appropriate trusts and funds and have made some successful applications. These include a major grant from the National Lottery to cover some of the shortfall in our core funding following the loss of the KCC grant. We have also received funding from Sir Thomas Smythe's Charity, Sport England, Versus Arthritis, Tesco Bags of Help, Sevenoaks District Council's Community Grants and Local Strategic Partnership Funds, the Stonebridge Trust and the High Hilden and The Lawson Trust (through Kent Community Fund). We have also received donations from individuals and organisations and we would like to thank all those who have supported us.

9. Future development

The Charity plans to continue to provide services required to support older people in Sevenoaks, Tonbridge and the surrounding areas in the forthcoming years and to work closely with Age UK, local groups and other voluntary sector organisations in doing so.

The working relationship that we have built up with Age UK Maidstone in particular and the arrangement that we came to with the Trustees to share a Chief Officer seems to be working well. Services are expanding, we are sharing resources and we are looking at more collaborative working over the next financial year.

Statement of Trustees Responsibilities

The Trustees (who are also the Directors of Age UK Sevenoaks Tonbridge and District for the purposes of company law) are responsible for preparing the Annual Report and the Financial Statements in accordance with the applicable law and accounting standards.

Company and charity law requires the Trustees to prepare financial statements for each financial year that give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including income and expenditure, of the charitable company for that period. In preparing those financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently.
- Observe the methods and principles of the Charity SORP.
- Make judgments and estimates that are reasonable and prudent.
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Statement as to Disclosure of Information to Auditors

So far as the Trustees are aware, there is no relevant information (as defined by Section 418 of the Companies Act 2006) of which the charitable company's auditors are unaware, and each Trustee has

taken all steps that they ought to have taken as a Trustee in order to make them aware of any audit information and to establish that the charitable company's auditors are aware of that information.

This report has been prepared in accordance with small companies' regime (section 419(2)) of the Companies Act 2006.

Signed on behalf of the Directors/Trustees

A handwritten signature in black ink, appearing to read 'Barry Vanns', written in a cursive style.

Mr Barry Vanns – Chairman

Date: 17th November 2022

Report of the Independent Auditors to the Members of Age UK Sevenoaks Tonbridge & District

Opinion

We have audited the financial statements of Age UK Sevenoaks Tonbridge & District (the 'charitable company') for the year ended 31 March 2022 which comprise the Statement of Financial Activities, the Statement of Financial Position, the Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2022 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Based on our understanding of the charity and the environment in which it operates, we identified that the principal risks of non-compliance with laws and regulations related to registered charities, and we considered the extent to which non-compliance might have a material effect on the financial statements. We also considered those laws and regulations that have a direct impact on the preparation of the financial statements such as the Charities Act 2011 and other factors such as taxation.

Report of the Independent Auditors to the Members of Age UK Sevenoaks Tonbridge & District

We evaluated management's incentives and opportunities for fraudulent manipulation of the financial statements (including the risk of override of controls) and determined that the principal risks were related to manual accounting journals. Audit procedures performed by the engagement team included:

- Discussions with management including consideration of known or suspected instances of non-compliance with laws and regulation and fraud,
- Evaluating management's controls designed to prevent and detect irregularities, and
- Identifying and testing manual accounting journals, in particular any unusual items.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



Alan R E Peal (Senior Statutory Auditor)
for and on behalf of Porritt Rainey
The Crown Business Centre
10 High Street
Oxford
Sevenoaks
Kent
TN14 5PQ

Date: 18 November 2022

**Age UK Sevenoaks Tonbridge &
District**

**Statement of Financial Activities
(Incorporating an Income and Expenditure Account)
for the year ended 31 March 2022**

	Notes	Unrestricted funds £	Restricted funds £	2022 Total funds £	2021 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	45,222	-	45,222	46,312
Charitable activities					
Social inclusion		429,996	102,505	532,501	834,117
Independent Living Scheme		240,264	-	240,264	176,597
Advocacy		-	-	-	22,783
Information and Advice		12,500	-	12,500	15,000
Befriending		-	20,575	20,575	4,000
Investment income	3	6,769	-	6,769	1,553
Other income		26,344	-	26,344	-
Total		<u>761,095</u>	<u>123,080</u>	<u>884,175</u>	<u>1,100,362</u>
EXPENDITURE ON					
Charitable activities					
Social inclusion	5	345,991	102,505	448,496	555,770
Independent Living Scheme		239,022	-	239,022	207,671
Advocacy		14,218	-	14,218	29,468
Information and Advice		32,352	-	32,352	42,552
Befriending		9,297	20,575	29,872	6,950
Total		<u>640,880</u>	<u>123,080</u>	<u>763,960</u>	<u>842,411</u>
NET INCOME		120,215	-	120,215	257,951
RECONCILIATION OF FUNDS					
Total funds brought forward		456,177	1,471	457,648	199,697
TOTAL FUNDS CARRIED FORWARD		<u>576,392</u>	<u>1,471</u>	<u>577,863</u>	<u>457,648</u>

The notes form part of these financial statements

Age UK Sevenoaks Tonbridge & District

**Statement of Financial Position
31 March 2022**

	Notes	Unrestricted funds £	Restricted funds £	2022 Total funds £	2021 Total funds £
FIXED ASSETS					
Tangible assets	11	7,835	-	7,835	9,838
CURRENT ASSETS					
Stocks	12	2,291	-	2,291	537
Debtors	13	59,479	-	59,479	45,389
Investments	14	270,457	-	270,457	235,970
Cash at bank and in hand		<u>286,473</u>	<u>1,471</u>	<u>287,944</u>	<u>253,532</u>
		618,700	1,471	620,171	535,428
CREDITORS					
Amounts falling due within one year	15	(50,143)	-	(50,143)	(87,618)
		<u>568,557</u>	<u>1,471</u>	<u>570,028</u>	<u>447,810</u>
NET CURRENT ASSETS					
		576,392	1,471	577,863	457,648
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>576,392</u>	<u>1,471</u>	<u>577,863</u>	<u>457,648</u>
NET ASSETS					
		<u>576,392</u>	<u>1,471</u>	<u>577,863</u>	<u>457,648</u>
FUNDS					
Unrestricted funds	16			576,392	456,177
Restricted funds				<u>1,471</u>	<u>1,471</u>
TOTAL FUNDS					
				<u>577,863</u>	<u>457,648</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 17 November 2022 and were signed on its behalf by:



B K Vanns - Trustee

**Age UK Sevenoaks Tonbridge &
District**

**Statement of Cash Flows
for the year ended 31 March 2022**

	Notes	2022 £	2021 £
Cash flows from operating activities			
Cash generated from operations	1	<u>71,011</u>	<u>279,690</u>
Net cash provided by operating activities		<u>71,011</u>	<u>279,690</u>
Cash flows from investing activities			
Purchase of tangible fixed assets		(2,600)	(982)
Interest received		487	915
Investments made		<u>(34,486)</u>	<u>(158,916)</u>
Net cash used in investing activities		<u>(36,599)</u>	<u>(158,983)</u>
<hr/>			
Change in cash and cash equivalents in the reporting period		34,412	120,707
Cash and cash equivalents at the beginning of the reporting period		<u>253,532</u>	<u>132,825</u>
Cash and cash equivalents at the end of the reporting period		<u><u>287,944</u></u>	<u><u>253,532</u></u>

The notes form part of these financial statements

Notes to the Statement of Cash Flows
for the year ended 31 March 2022

1. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING
ACTIVITIES

	2022 £	2021 £
Net income for the reporting period (as per the Statement of Financial Activities)	120,215	257,951
Adjustments for:		
Depreciation charges	4,602	4,537
Interest received	(487)	(915)
(Increase)/decrease in stocks	(1,754)	666
(Increase)/decrease in debtors	(14,090)	24,409
Decrease in creditors	(37,475)	(6,958)
Net cash provided by operations	<u>71,011</u>	<u>279,690</u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1/4/21 £	Cash flow £	At 31/3/22 £
Net cash			
Cash at bank and in hand	<u>253,532</u>	<u>34,412</u>	<u>287,944</u>
	<u>253,532</u>	<u>34,412</u>	<u>287,944</u>
Liquid resources			
Deposits included in cash	-	-	-
Current asset investments	<u>235,970</u>	<u>34,487</u>	<u>270,457</u>
	<u>235,970</u>	<u>34,487</u>	<u>270,457</u>
Total	<u>489,502</u>	<u>68,899</u>	<u>558,401</u>

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, 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 Companies Act 2006. 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.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Allocation and apportionment of costs

Support costs are allocated based on the number of full time equivalent administrative staff being responsible in each activity

Tangible fixed assets

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

Improvements to property	- 15% on cost
Motor vehicles	- 20% on cost
Office Equipment	- 25% on cost

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Taxation

The charity is exempt from corporation 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 2022**

1. ACCOUNTING POLICIES - continued

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. DONATIONS AND LEGACIES

	2022	2021
	£	£
Donations	26,222	32,627
Legacies	6,500	-
Age UK	<u>12,500</u>	<u>13,685</u>
	<u>45,222</u>	<u>46,312</u>

3. INVESTMENT INCOME

	2022	2021
	£	£
Rents received	6,282	638
Deposit account interest	487	915
	<u>6,769</u>	<u>1,553</u>

4. INCOME FROM CHARITABLE ACTIVITIES

	Activity	2022	2021
		£	£
Client Contributions	Social inclusion	74,497	16,190
Personal Care	Social inclusion	17,311	8,593
Grants	Social inclusion	346,953	742,052
Shop income	Social inclusion	742	5
Other	Social inclusion	92,998	23,082
Funded Services	Social inclusion	-	44,195
Client Contributions	Independent Living Scheme	240,264	176,597
Grants	Advocacy	-	22,783
Grants	Information and Advice	12,500	15,000
Grants	Befriending	20,575	4,000
		<u>805,840</u>	<u>1,052,497</u>

Grants received, included in the above, are as follows:

	2022	2021
	£	£
Kent County Council	259,962	624,660
Tonbridge and Malling Borough Council	8,000	14,370
Other Grants	800	33,184
Sevenoaks District Council	14,432	111,621
INVOLVE	46,500	-
Carried forward	329,694	783,835

4. INCOME FROM CHARITABLE ACTIVITIES - continued

	2022	2021
	£	£
Brought forward	329,694	783,835
National Lottery	36,392	-
Tesco	1,125	-
Connie Philips Foundation	5,000	-
Sir Thomas Smythe Chairty	1,000	-
Versus Arthritis	3,900	-
Kent Community Fund	2,917	-
	<u>380,028</u>	<u>783,835</u>

5. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Grant funding of activities (see note 6) £	Support costs (see note 7) £	Totals £
Social inclusion	289,411	3,475	155,610	448,496
Independent Living Scheme	223,050	-	15,972	239,022
Advocacy	6,232	-	7,986	14,218
Information and Advice	24,366	-	7,986	32,352
Befriending	26,676	-	3,196	29,872
	<u>569,735</u>	<u>3,475</u>	<u>190,750</u>	<u>763,960</u>

6. GRANTS PAYABLE

	2022	2021
	£	£
Social inclusion	<u>3,475</u>	<u>-</u>
The total grants paid to institutions during the year was as follows:		
	2022	2021
	£	£
Lunch Clubs	<u>961</u>	<u>-</u>

7. SUPPORT COSTS

	Management £	Governance costs £	Totals £
Social inclusion	152,802	2,808	155,610
Independent Living Scheme	15,612	360	15,972
Advocacy	7,806	180	7,986
Information and Advice	7,806	180	7,986
Befriending	<u>3,124</u>	<u>72</u>	<u>3,196</u>
	<u>187,150</u>	<u>3,600</u>	<u>190,750</u>

Activity	Basis of allocation
Management	Staff Numbers
Finance	Staff Numbers
Information technology	Staff Numbers
Governance costs	Staff Numbers

8. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2022 £	2021 £
Auditors' remuneration	3,600	3,600
Depreciation - owned assets	<u>4,603</u>	<u>4,536</u>

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2022 nor for the year ended 31 March 2021.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2022 nor for the year ended 31 March 2021.

10. STAFF COSTS

	2022 £	2021 £
Wages and salaries	530,871	618,863
Social security costs	25,879	33,384
Other pension costs	<u>19,492</u>	<u>28,925</u>
	<u>576,242</u>	<u>681,172</u>

**Notes to the Financial Statements - continued
for the year ended 31 March 2022**

10. STAFF COSTS - continued

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

	2022	2021
Management and Administration	4	5
Community based support schemes	30	25
Day care and Other Services	10	18
	<u>44</u>	<u>48</u>

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

Emoluments during the period to Key Management Personnel was £43,193.

11. TANGIBLE FIXED ASSETS

	Improvements to property £	Plant and machinery £	Motor vehicles £	Office Equipment £	Totals £
COST					
At 1 April 2021	202,052	64,115	153,423	16,760	436,350
Additions	<u>-</u>	<u>554</u>	<u>-</u>	<u>2,046</u>	<u>2,600</u>
At 31 March 2022	<u>202,052</u>	<u>64,669</u>	<u>153,423</u>	<u>18,806</u>	<u>438,950</u>
DEPRECIATION					
At 1 April 2021	201,440	63,559	151,623	9,890	426,512
Charge for year	<u>-</u>	<u>690</u>	<u>1,440</u>	<u>2,473</u>	<u>4,603</u>
At 31 March 2022	<u>201,440</u>	<u>64,249</u>	<u>153,063</u>	<u>12,363</u>	<u>431,115</u>
NET BOOK VALUE					
At 31 March 2022	<u>612</u>	<u>420</u>	<u>360</u>	<u>6,443</u>	<u>7,835</u>
At 31 March 2021	<u>612</u>	<u>556</u>	<u>1,800</u>	<u>6,870</u>	<u>9,838</u>

12. STOCKS

	2022	2021
	£	£
Stocks	<u>2,291</u>	<u>537</u>

Notes to the Financial Statements - continued
for the year ended 31 March 2022

13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Trade debtors	31,791	13,064
Other debtors	-	76
Temporary client advances	1,094	-
Prepayments	<u>26,594</u>	<u>32,249</u>
	<u>59,479</u>	<u>45,389</u>

14. CURRENT ASSET INVESTMENTS

	2022	2021
	£	£
Unlisted investments	<u>270,457</u>	<u>235,970</u>

15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Trade creditors	6,354	3,789
Social security and other taxes	6,198	7,633
Credit Card	212	-
Accrued expenses	21,184	52,481
project deferrals	<u>16,195</u>	<u>23,715</u>
	<u>50,143</u>	<u>87,618</u>

16. MOVEMENT IN FUNDS

	At 1/4/21	Net movement in funds	At 31/3/22
	£	£	£
Unrestricted funds			
General fund	389,601	120,215	509,816
Bertioli Legacy Dementia	30,000	-	30,000
Bertioli Legacy Other	<u>36,576</u>	<u>-</u>	<u>36,576</u>
	456,177	120,215	576,392
Restricted funds			
Circle Housing	1,371	-	1,371
PSG	<u>100</u>	<u>-</u>	<u>100</u>
	<u>1,471</u>	<u>-</u>	<u>1,471</u>
TOTAL FUNDS	<u>457,648</u>	<u>120,215</u>	<u>577,863</u>

Notes to the Financial Statements - continued
for the year ended 31 March 2022

16. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	761,095	(640,880)	120,215
Restricted funds			
Circle Housing	35,124	(35,124)	-
One You Projects	39,849	(39,849)	-
Pop-up Pop-in	1,607	(1,607)	-
Involve	46,500	(46,500)	-
	123,080	(123,080)	-
TOTAL FUNDS	884,175	(763,960)	120,215

Comparatives for movement in funds

	At 1/4/20 £	Net movement in funds £	Transfers between funds £	At 31/3/21 £
Unrestricted funds				
General fund	130,143	261,742	(2,284)	389,601
Bertioli Legacy Dementia	30,000	-	-	30,000
Bertioli Legacy Other	<u>36,576</u>	<u>-</u>	<u>-</u>	<u>36,576</u>
	196,719	261,742	(2,284)	456,177
Restricted funds				
Circle Housing	1,371	-	-	1,371
One You Projects	1,507	(1,507)	-	-
PSG	100	-	-	100
Armed Forces Fund	<u>-</u>	<u>(2,284)</u>	<u>2,284</u>	<u>-</u>
	<u>2,978</u>	<u>(3,791)</u>	<u>2,284</u>	<u>1,471</u>
TOTAL FUNDS	<u>199,697</u>	<u>257,951</u>	<u>-</u>	<u>457,648</u>

**Notes to the Financial Statements - continued
for the year ended 31 March 2022**

16. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	956,895	(695,153)	261,742
Restricted funds			
One You Projects	111,620	(113,127)	(1,507)
Pop-up Pop-in	19,846	(19,846)	-
Armed Forces Fund	10,001	(12,285)	(2,284)
Tonbridge Befriending	<u>2,000</u>	<u>(2,000)</u>	<u>-</u>
	<u>143,467</u>	<u>(147,258)</u>	<u>(3,791)</u>
TOTAL FUNDS	<u><u>1,100,362</u></u>	<u><u>(842,411)</u></u>	<u><u>257,951</u></u>

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

	At 1/4/20 £	Net movement in funds £	Transfers between funds £	At 31/3/22 £
Unrestricted funds				
General fund	130,143	381,957	(2,284)	509,816
Bertioli Legacy Dementia	30,000	-	-	30,000
Bertioli Legacy Other	<u>36,576</u>	<u>-</u>	<u>-</u>	<u>36,576</u>
	196,719	381,957	(2,284)	576,392
Restricted funds				
Circle Housing	1,371	-	-	1,371
One You Projects	1,507	(1,507)	-	-
PSG	100	-	-	100
Armed Forces Fund	<u>-</u>	<u>(2,284)</u>	<u>2,284</u>	<u>-</u>
	<u>2,978</u>	<u>(3,791)</u>	<u>2,284</u>	<u>1,471</u>
TOTAL FUNDS	<u><u>199,697</u></u>	<u><u>378,166</u></u>	<u><u>-</u></u>	<u><u>577,863</u></u>

16. MOVEMENT IN FUNDS - continued

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	1,717,990	(1,336,033)	381,957
Restricted funds			
Circle Housing	35,124	(35,124)	-
One You Projects	151,469	(152,976)	(1,507)
Pop-up Pop-in	21,453	(21,453)	-
Armed Forces Fund	10,001	(12,285)	(2,284)
Tonbridge Befriending	2,000	(2,000)	-
Involve	<u>46,500</u>	<u>(46,500)</u>	<u>-</u>
	<u>266,547</u>	<u>(270,338)</u>	<u>(3,791)</u>
TOTAL FUNDS	<u>1,984,537</u>	<u>(1,606,371)</u>	<u>378,166</u>

STAFF at 31 March 2022

Chief Officer	Mrs Louise MacPherson
Business and Governance Officer	Mrs Sarah Chillington
Book Keeper	Mrs Lorraine van Rensburg
Information and Advice Officer	Mr Bob Carpenter
Senior Administration Officer	Mrs Caron Parsons
Senior Admin Assistant – Tonbridge	Mrs Jenny McDougall
Befriending Co-ordinator	Mrs Julia Cronin
One You Your Home Co-ordinator	Mr James Keast
Social Inclusion Officer	Mrs Sally Robinson
Independent Living Support Scheme Manager	Ms Kathy Gregory
ILS Supervisor Support Workers	Mrs Amanda King 27 Support Workers
Pop Up Pop Ins Health and Wellbeing Coordinator Pop Up (Health and Wellbeing) Assistant	Mrs Sue Larkin Mrs Judy Erskine
Holly Bush Day Centre Day Centre Manager - Sevenoaks	Ms Caroline Newman
Care Staff Care Assistant Care Assistant Care Assistant	Miss Michelle Blackaby Miss Victoria Attle Mrs Sylvia Lee

Drivers

Mr Martin Dean
Mr Cliff McLaren

Catering Staff

Chef
Catering Assistants

Mr James Farmer
Mrs Jackie Farmer
Miss Mary Curtis

Ancillary Services provided by:-

Chiropodists

Mrs Rosemary Newman
Ms Clare Wilson

Hairdressers

Mrs Sandra Chatfield
Miss Clare Hayes

Reflexologist

Mrs Nikki Bendell

Postural Stability Class

Mrs Rosemary Langford

Line Dancing

Mrs Wendy Langley

Computer Learning Centre

Mr Nigel Pritchard
Mr Derek Ednie
Ms Danielle Ward

Counselling Service

Counsellor
Counsellor
Trainee Counsellor
Trainee Counsellor
Trainee Counsellor

Mrs Fran Tullet
Mr David Briggs
Mr Steven Bennett
Ms Jennifer Ryan
Ms Jane Hill

**Services provided by Age UK Sevenoaks Tonbridge & District
as of 31st March 2022**

- ◆ Social Day Centres - Hollybush Court, Sevenoaks
- ◆ Dementia Day Care - Hollybush Court, Sevenoaks
- ◆ Independent Living Support Scheme
- ◆ Dementia Outreach Service (part of ILS scheme)
- ◆ Hot meal delivery (limited service)
- ◆ Computer Learning Centre
- ◆ Information and Advice Service
- ◆ Alternative Office Department of Works & Pensions
- ◆ Counselling
- ◆ Outreach Assistance
- ◆ Transport Scheme – Day Centre
- ◆ Chiropody Service
- ◆ Hairdressing
- ◆ Reflexology & Aromatherapy
- ◆ Craft – Knit and Natter
- ◆ Visiting Hearing Advice Clinic
- ◆ Postural Stability
- ◆ Coffee Mornings
- ◆ Line Dancing Classes
- ◆ Befriending Service
- ◆ One You Your Home project
- ◆ Pop Up Pop Ins (Mobility, Strength and Balance Classes)
- ◆ Outings and Leisure activities
- ◆ Law Clinic through Warners Solicitors
- ◆ Hardship Fund
- ◆ Village Lunch Clubs/Groups in
 - Littlecourt Westerham
 - Kemsing Otford
 - Dunton Green Tonbridge Lunch Club

Thank you

To all the Staff and Volunteers who have helped with the services provided by Age UK Sevenoaks Tonbridge & District.

To local organisations, trust Funds and individuals who have supported Age UK Sevenoaks Tonbridge & District throughout the year.



Supported by:

Sir Thomas Smythe's Charity, which awards grants to welfare organisations in the local area.

The Philip and Connie Phillips Foundation



UK/01/0156506588

AGE UK SEVENOAKS TONBRIDGE & DISTRICT

England & Wales - Charity number 1088213

Accounts

74th
Annual Report
2020/2021



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CHARITY INFORMATION

ROYAL PATRON

HRH The Prince of Wales KG KT GCB

PATRONS

Mr Hugh Stirk

Mr Maurice Short

BANKERS

CAF Bank
West Malling
ME19 4JQ

HSBC
69 High Street
Sevenoaks TN13 1LB

GROUP PENSION FUND

Zurich Pensions, The Grange
Bishops Cleeve, Cheltenham
Gloucestershire, GL52 8XX

Scottish Widows, 69 Morrison
Street, Edinburgh, EH3 8BW

SOLICITORS

Warners Solicitors
Sevenoaks TN13 1AN

INVESTMENT FUND

Charities Official Investment
Fund
London EC2V 6DZ

United Trust Bank
London SW1Y 4TE

Virgin Money
Newcastle upon Tyne NE3 4PL

AUDITOR

Porritt Rainey
Sevenoaks
Kent
TN13 1XR

The Chief Officer is responsible for the day to day management of Age UK Sevenoaks Tonbridge & District, assisted by experienced professional staff.

2. Objective of the Charity

The objective of Age UK Sevenoaks Tonbridge & District is to provide a wide range of support services for older people, in any manner which is or hereafter may be deemed by law to be charitable within Sevenoaks, Tonbridge and the surrounding areas.

Our aim is to increase the number and diversity of the people we support via our services and where appropriate develop some chargeable services at commercial rates. We intend to become a focal point and key community resource and to raise our profile and standing.

Significant Activities

Age UK Sevenoaks and Tonbridge were significantly impacted by the Covid-19 pandemic during the 2020-21 financial year. Due to ongoing restrictions and lockdowns combined with the vulnerable nature of our clients, the majority of our face-to-face services had to either close or move to telephone and remote support.

Day Care

The charity operates three day centres at Hollybush Court in Sevenoaks, Town Lock in Tonbridge and the Eden Centre in Edenbridge.

During 2020-2021, all three day centres closed to clients. However, staff worked hard to ensure that all clients were supported with regular welfare calls and doorstep visits. Activity packs and regular newsletters were distributed and a new hot meals service was implemented in the immediate Sevenoaks area to ensure that clients were receiving a regular hot meal. Hollybush Court and Town Lock also made and delivered afternoon teas to clients.

It has been during this time of shielding that the team has gone beyond the call of duty..... It is difficult really to find the words to explain what a profound difference this generous-spirited, hard work makes to my mother, and how reassuring it is to know that there are people nearby looking out for her."

When restrictions allowed, bubbles of six clients were invited in to the centres to encourage interaction and to try and counteract the social isolation that was so apparent for older people in the district.

Independent Living Support (ILS) Service

The ILS service continues to develop, the ethos being that the client purchases time by the hour to assist with their continued independence. As clients are becoming frailer, the demand for the service is increasing as families are recognising that they can employ ILS to keep their loved ones living independently at home for longer.

Covid 19 meant that in the early days of the pandemic, the service had to change slightly to prioritise infection control and ensuring that clients had their shopping done. Particularly vulnerable clients who had no family nearby were initially prioritised. This has been maintained even though restrictions have eased.

As the year progressed, the service thrived, providing a full range of support and additional services were introduced such as domestic chores and welfare calls. The latter was particularly welcomed by clients' families as it provided peace of mind when restrictions meant that they were unable to visit their family members themselves and many families continued to access the services after restrictions were eased.

In March 2021, a new dementia outreach service was also introduced by the ILS service, whereby clients are supported by specially trained dementia support workers either in their own home or on visits out. The support workers work with the clients and their families to provide personalised activities to stimulate memory as well as offering health and well-being support.

“S has been superb, we are impressed. The progress is evident and we are seeing a reverse of several things which we had not expected.” RL

There is wide scope to be inventive as the service can deliver assistance in a variety of ways, in addition to domestic tasks, shopping and gardening, all of which is tailored to the client's needs.

During the year under review we employed on average 26 support staff (including 2 full-time support workers) and 5 gardeners. We believe the success of the service has been the flexibility we are able to offer support staff around their chosen working hours, the very reasonable hourly pay rate and a full training programme. This has attracted a high calibre of support staff, most of whom stay with us and enjoy the work. Our clients report back that they appreciate the standards of staffing and the continuity offered by the service.

Information and Advice (I & A)

I & A continues to be one of the most valuable services we can offer, as it enables people to understand their rights and entitlements as well as their responsibilities. We have seen a huge increase in those needing our assistance and advice.

The Information and Advice team now comprises of a full time Information and Advice Officer, a part time Visiting Co-ordinator, a significant part of the Senior Administration Assistant role at Tonbridge and a growing team of trained volunteers.

During 2020-21, the service operated solely as remote support with staff and volunteers speaking to clients via the telephone and completing forms on their behalf. As of March 2021, home visits have yet to resume and we are awaiting advice from Age UK National as to when this might be appropriate.

“I wanted to thank you all so much for suggesting applying for Attendance Allowance for my mum and especially for your assistance in filling in the form. We are all delighted and very grateful that she was awarded the full amount for something we would never have even considered ourselves.”

Community Befriending Service

Community befriending is a much needed service which over the last year has become even more important. With the Covid-19 restrictions and lockdowns, older people have been more socially isolated than ever before. Our befriending services in Sevenoaks and Tonbridge continued throughout the pandemic to help alleviate some of the impact of loneliness. As with the majority of our face to face services, the service had to adapt to being a telephone or postal service with some garden visits taking place when restrictions allowed. Over 91 individuals received regular contact throughout the year.

The service in Sevenoaks continued to be overseen by a very part-time co-ordinator with a team of volunteers phoning clients regularly. The Tonbridge service moved in-house during the year after previously being run with the assistance of a coordinator based at Age UK Maidstone and is now overseen by a member of the Sevenoaks team.

Tonbridge

The Tonbridge Office continues to be a busy hub of Age UK Sevenoaks and Tonbridge. The town centre location means that it is a vital resource and information centre for the local people of Tonbridge. The office is managed by a full time Senior Admin Officer who is also part of the Information and Advice Team and is supported by a team of local volunteers. During the Covid-19 pandemic, the office was closed to the public and the Senior Admin Officer worked between home and the office. All queries were dealt with by telephone and the office also provided support with shopping and hearing aid assistance for clients who were unable to get out.

Transport

The transport fleet was a vital part of our service during 2020-21 as the drivers shopped regularly for day centre clients as well as delivering hot meals and afternoon teas. They also carried out welfare calls as part of the service and were often the only people that clients saw on a regular basis.

“Each Monday, Wednesday and Friday morning, my mother is a different woman: she is up earlier, she is brighter and she is sitting by the back door from before midday eagerly awaiting the arrival of ‘my friends’ – and she is never, ever disappointed.”

One You Your Home project

The One You Your Home project which is funded by the Better care Fund and is run in partnership with Sevenoaks District Council is going from strength to strength. The service has a coordinator based in GP’s surgeries to help break the cycle of the revolving door, unnecessary visits to GPs and repeated visits to A&E.

The service currently runs in Sevenoaks, Edenbridge, Westerham and Swanley.

The coordinator is a Trusted Assessor and can provide advice and fitting for adaptations and equipment. The coordinators also complement the Information and Advice Service by carrying out benefit checks and helping clients to apply for benefits such as Attendance Allowance and Blue Badges.

During Covid-19, the coordinator also helped the ILS service and carried out shopping and regular welfare calls to support clients when they needed it the most.

Pop Up Pop Ins

The Pop Ins continue to be one of our most successful initiatives and are instrumental in addressing the well-being and social isolation of older people in the rural areas of our district. Sevenoaks

Age UK Sevenoaks Tonbridge & District

A company limited by guarantee and a registered charity

District Council continued to fund the project for the 2021-2020 and we also successfully applied for funding from various Trust Funds which enabled to us to continue to support older people during the pandemic. The Pop Ins as face to face classes had to stop in line with restrictions, but the Health and Well-being Co-ordinator contacted clients on a weekly basis to check on their well-being and offer support where required. The Health and Well-being Co-ordinator also filmed a series of online Strength, Falls and Mobility videos and worked with Sevenoaks District Council on three 10 minute videos as part of Silver Sunday. As of 31st March 2021, these videos have had over 4400 views. In addition, online weekly Zoom classes were launched in October 2020 for older people with access to a tablet, phone or computer. The classes were open to all older people who needed help with strength, balance and mobility as result of not being able to be as active as usual and who also wanted some social interaction with others. These were attended by older people from all over Kent.

“Great class this morning thanks. Mum is really enjoying your classes every Tuesday and does her best to do all the exercises. She has recently been diagnosed with mixed dementia but your class remains one of the highlights of her week - if not THE high point! We are just going to take a day at a time and help her to retain her independence for as long as possible. Just thought it might be useful for you to know.” CH



Other Services

The full range of services offered by the charity is given on page 34 of this report.



Quality

Age UK Sevenoaks, Tonbridge & District are fully committed to continually reviewing and raising the quality of services across the organisation. We have achieved the ISO9001 quality standards and have the Age UK national quality standard. The Advice Quality Standard and new Age UK National Quality programme inspections will take place in 2020.

Achieving quality marks is important to ensure that the organisation is able to demonstrate its ability to deliver quality provision to external bodies.

The Trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission.

3. Relationship of Charity with Other Organisations

Age UK Sevenoaks Tonbridge & District is a Company Limited by Guarantee and is an independent charity and a Brand Partner of the National Age UK organisation. We are a local charity set up to meet the needs of older people in the area.

Our policy is to work closely with other organisations, aiming to avoid unnecessary duplication of services in support of older people

locally. We work closely with Kent County Council Social Services, Sevenoaks District Council, Tonbridge & Malling Borough Council, Sevenoaks Town Council, West Kent Housing Association, Clarion Housing Group, Moat Housing Association, Rockdale Housing, Sencio Leisure, Citizens Advice Bureau, the two local pensioners forums (Tonbridge & Malling Senior's Forum and Sevenoaks District Senior Action Forum), local churches, residential and nursing homes and other local charities and organisations involved in helping older people. We actively participate in the work of Age UK nationally and regionally, particularly by representation on various committees and working groups.

4. Chairman's Review

The year started in lockdown due to the Covid-19 pandemic and continued for three months. During this time, all face to face services were suspended or were moved to operating remotely and many staff were put on the government's furlough scheme where 80% of their pay was covered by government. Our expenses were less but we received no operating income during this period. The Trustee board held regular meetings by Zoom to keep aware of the situation.

Kent County Council (KCC) remained in touch and they were told that we had very limited resources and that we could be forced to close as early as July 2020. This led to a number of similar computer based remote meetings to manage the time. This could not have come at a worse time bearing in mind the forthcoming Community Based Wellbeing Services contract award. It had been hoped that the tender procedure would be delayed pending the outcome of Covid but it became clear that the procedure would continue.

Discussions with KCC produced a temporary funding stream which in conjunction with furlough and other government schemes enabled us to remain solvent and maintain our assets and plan for the resumption of services. With this being an unprecedented situation, everything had to be managed on a day to day basis as the outcome has and remains uncertain.

Lockdown ended in July but the main restrictions on meeting remained. By October the virus was beginning to spread again and with the onset of winter lockdown was again enforced. KCC also

recommenced with the tender process for the Community Based Wellbeing Services contract. Age UK Sevenoaks and Tonbridge submitted a bid in partnership with other West Kent Age UKs and Crossroads but unfortunately we were not successful and the tender was awarded to Involve; the news being reported to us on Christmas Eve 2020. After the Christmas break we as a board met by Zoom again to consider our position and KCC enquired as to our financial position. I think KCC were surprised that we had so little money and it was explained that with no services, no contract and no income, we only had enough resources to continue in business for a matter of a few months. KCC fortunately did take our position very seriously indeed and this resulted in a transitional relief package of funding which gave us the ability to continue for several more months - a package which was generous in the circumstances.

As requested by the KCC, we contacted Involve in order to find out if we could be of assistance to them with their new contract. Involve were busy trying to understand what the contract would mean for them but we managed to get limited funding from them to continue with a much reduced service. One of our buses required repair but through Go Coach we sold it and our fleet is now two buses and the Kangoo.

Simultaneously to these events, we continued with our discussion with Age UK Tunbridge Wells regarding a joint enterprise. Tunbridge Wells were in a similar financial position to ourselves and for quite some time this looked like a good move forward but unfortunately agreement could not be reached and discussions ceased. Age UK Maidstone had been in some of these discussions but had their own operational problems at the time so they had been unable to proceed with any further meetings.

As we reached the end of the financial year, lockdown was still a fact of life so income was very much reduced to our grant money which was fast coming to an end. We started discussion again with Age UK Maidstone who had started to resolve their operational problems and as at the end of year these discussions are proceeding very well indeed and I am optimistic as to the way these discussions are going.

Gillian Shepherd-Coates who has been our CEO for 37 years will retire in July 2021 and we are indebted to her for her hard work over

these years resulting in many positive additions to our services and income. A replacement for her has to be found very quickly indeed, however, advertising for such a position in this climate where we have an uncertain future is clearly difficult.

Our aim is to, at least on a temporary basis, link with Age UK Maidstone and share staff to mutual advantage. We will start to plan the subdivision of Hollybush Day Care Centre to enable us to start a Dementia day care unit which is much needed and will give us a new income stream to replace those which we have lost.

We continue to have an old transport fleet which is expensive to maintain and in conjunction with Age UK Maidstone and Go Coach we will strive to resolve this.

As the financial year closes, our finances are improving quite considerably although this is necessary to cover a period of time where there are no grants and no income from services. The lockdown continues and success very much depends on how long this continues. The future for everyone is more uncertain now than ever before but for Age UK Sevenoaks and Tonbridge there is beginning to be an optimistic future ahead and we will continue our efforts to achieve it.

5. Reserves Policy

The Trustees review reserves on a regular basis. They have reaffirmed their decision to maintain unrestricted reserves at a level exceeding the costs of an orderly closure of operations, which they currently estimate to be £125,000. Current reserves are £456,177.

6. Risk Management

The Trustees have in place a risk management strategy and risk register. This process includes review by the Trustees, Director and other Charity Officers.

The process identifies the types of risks the Charity faces, prioritises them in terms of likelihood of occurrence and potential impact, and identifies the means of mitigating against them.

- by including 'Finance' as a regular item on the agenda of every meeting of the Directors/Trustees.
- by refreshing the analyses of the Charity's strengths, weaknesses and opportunities and threats which are updated regularly.
- by ensuring that a wide range of internal procedures are in place aimed at meeting all our obligations, not least in terms of our responsibilities to our clients and to a range of external bodies, including Age UK.

7. Financial Summary.

The Statement of Financial Activities (page 20) reports income and expenditure for both Normal Operations and Projects. It has been prepared in accordance with the requirements of the Statement of Recommended Practice for Charities.

The Charity receives income in the form of unrestricted and restricted funds to support its activities. Restricted funds have to be spent in accordance with the wishes of those providing the funds. Information is provided in the Statement of Financial Activities (page 20).

There was a Net Income for the year under review of £257,951, as the Charity's income was insufficient to cover the costs of the services we provided to older people in our area.

The Kent County Council grant of £624,660 remains a major component of our funding. Plans by KCC to radically change the future funding basis for the services we provide give us serious cause for concern, not least because the uncertainty makes it very difficult for us to formulate our own plans for the future.

We again received financial support from Sevenoaks District Council, Tonbridge & Malling Borough Council, Age UK and many other organisations and individuals. We are grateful to all of them.

8. Fundraising

Difficult fundraising conditions prevailed as Trust organisations continue to contract and be selective in their awards and this was compounded by Covid 19 as a lot of organisations were seeking funding at the same time. However we made a concerted effort throughout the financial year to target appropriate trusts and we were successful in raising a substantial amount of money. These include grants from the National Lottery, Sevenoaks District Council, Tonbridge and Malling Borough Council, Kent Resilience Fund, The Partiger Trust, Colyer Fergusson, Tesco Bags of Help, The Veterans Fund and The Philip and Connie Philips Foundation. We were also grateful to receive several substantial donations from individuals. We would like to thank all the individuals and organisations that have supported us over the financial year.

9. Future development

The Charity plans to continue to provide services required to support older people in Sevenoaks, Tonbridge and the surrounding areas in the forthcoming years and to work closely with Age UK, local groups and other voluntary sector organisations in doing so.

The disappointing news that we were not successful in securing the Health and Well-being contract in partnership with Crossroads had a substantial impact on the Charity. However this then gave the opportunity for the Charity to look at the services that we offer and for restructuring once the current Chief Officer retires in 2021. The Trustees are working with neighbouring Age UKs to look at ways that we can work together over the next year to reduce back-room costs whilst expanding and developing the services that we offer. This may then lead to more collaborative working in the future.

Statement of Trustees Responsibilities

The Trustees (who are also the Directors of Age UK Sevenoaks Tonbridge and District for the purposes of company law) are responsible for preparing the Annual Report and the Financial Statements in accordance with the applicable law and accounting standards.

Company and charity law requires the Trustees to prepare financial statements for each financial year that give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including income and expenditure, of the charitable company for that period. In preparing those financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently.
- Observe the methods and principles of the Charity SORP.
- Make judgments and estimates that are reasonable and prudent.
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

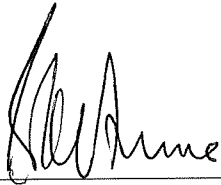
Statement as to Disclosure of Information to Auditors

So far as the Trustees are aware, there is no relevant information (as defined by Section 418 of the Companies Act 2006) of which the charitable company's auditors are unaware, and each Trustee has

taken all steps that they ought to have taken as a Trustee in order to make them aware of any audit information and to establish that the charitable company's auditors are aware of that information.

This report has been prepared in accordance with small companies' regime (section 419(2)) of the Companies Act 2006.

Signed on behalf of the Directors/Trustees



Mr Barry Vanns – Chairman

Date: 4/11/21

Opinion

We have audited the financial statements of Age UK Sevenoaks Tonbridge & District (the 'charitable company') for the year ended 31 March 2021 which comprise the Statement of Financial Activities, the Statement of Financial Position, the Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2021 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

- making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud;
- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations; and

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures to identify any unusual or unexpected relationships;
- tested journal entries to identify unusual transactions;
- assessed whether judgements and assumptions made in determining the accounting estimates set out in [Note X] were indicative of potential bias;
- investigated the rationale behind significant or unusual transactions; and

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- agreeing financial statement disclosures to underlying supporting documentation;
- reading the minutes of meetings of those charged with governance;
- enquiring of management as to actual and potential litigation and claims;
- reviewing correspondence with HMRC, relevant regulators [include details] and the company's legal advisors

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



Alan R E Peal (Senior Statutory Auditor)
for and on behalf of Porritt Rainey
The Crown Business Centre
10 High Street
Otford
Sevenoaks
Kent
TN14 5PQ

Date: 4/11/21

Age UK Sevenoaks Tonbridge & District

Statement of Financial Activities
(Incorporating an Income and Expenditure Account)
for the year ended 31 March 2021

	Notes	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	35,836	10,476	46,312	88,785
Charitable activities					
Social inclusion	5	705,126	128,991	834,117	692,477
Independent Living Scheme		176,597	-	176,597	168,606
Advocacy		22,783	-	22,783	-
Information and Advice		15,000	-	15,000	-
Befriending		-	4,000	4,000	2,481
Other trading activities	3	-	-	-	3,030
Investment income	4	1,553	-	1,553	11,206
Other income		-	-	-	200
Total		956,895	143,467	1,100,362	966,785
EXPENDITURE ON					
Charitable activities					
Social inclusion	6	414,701	141,069	555,770	677,666
Independent Living Scheme		205,767	1,904	207,671	199,591
Advocacy		28,516	952	29,468	27,335
Information and Advice		41,600	952	42,552	45,033
Befriending		4,569	2,381	6,950	25,984
Computer Learning		-	-	-	12,084
Total		695,153	147,258	842,411	987,693
NET INCOME/(EXPENDITURE)		261,742	(3,791)	257,951	(20,908)
Transfers between funds	17	(2,284)	2,284	-	-
Net movement in funds		259,458	(1,507)	257,951	(20,908)
RECONCILIATION OF FUNDS					
Total funds brought forward		196,719	2,978	199,697	220,605
TOTAL FUNDS CARRIED FORWARD		456,177	1,471	457,648	199,697

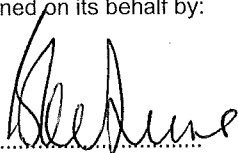
The notes form part of these financial statements

Age UK Sevenoaks Tonbridge & District

Statement of Financial Position
31 March 2021

	Notes	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
FIXED ASSETS					
Tangible assets	12	9,838	-	9,838	13,392
CURRENT ASSETS					
Stocks	13	537	-	537	1,203
Debtors	14	45,389	-	45,389	69,798
Investments	15	235,970	-	235,970	77,055
Cash at bank and in hand		<u>252,061</u>	<u>1,471</u>	<u>253,532</u>	<u>132,825</u>
		533,957	1,471	535,428	280,881
CREDITORS					
Amounts falling due within one year	16	(87,618)	-	(87,618)	(94,576)
NET CURRENT ASSETS		<u>446,339</u>	<u>1,471</u>	<u>447,810</u>	<u>186,305</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>456,177</u>	<u>1,471</u>	<u>457,648</u>	<u>199,697</u>
NET ASSETS		<u>456,177</u>	<u>1,471</u>	<u>457,648</u>	<u>199,697</u>
FUNDS	17				
Unrestricted funds				456,177	196,719
Restricted funds				<u>1,471</u>	<u>2,978</u>
TOTAL FUNDS				<u>457,648</u>	<u>199,697</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 4 November 2021 and were signed on its behalf by:


.....
Trustee

The notes form part of these financial statements

Age UK Sevenoaks Tonbridge & District

Statement of Cash Flows
for the year ended 31 March 2021

	Notes	2021 £	2020 £
Cash flows from operating activities			
Cash generated from operations	1	<u>279,689</u>	<u>(41,621)</u>
Net cash provided by/(used in) operating activities		<u>279,689</u>	<u>(41,621)</u>
Cash flows from investing activities			
Purchase of tangible fixed assets		(982)	(7,401)
Sale of tangible fixed assets		-	200
Interest received		915	2,257
Investments made		<u>(158,915)</u>	<u>122,743</u>
Net cash (used in)/provided by investing activities		<u>(158,982)</u>	<u>117,799</u>
<hr/>			
Change in cash and cash equivalents in the reporting period		120,707	76,178
Cash and cash equivalents at the beginning of the reporting period		<u>132,825</u>	<u>56,647</u>
Cash and cash equivalents at the end of the reporting period		<u>253,532</u>	<u>132,825</u>

The notes form part of these financial statements

1. RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2021 £	2020 £
Net income/(expenditure) for the reporting period (as per the Statement of Financial Activities)	257,951	(20,908)
Adjustments for:		
Depreciation charges	4,537	8,262
Profit on disposal of fixed assets	-	(200)
Interest received	(915)	(2,257)
Decrease/(increase) in stocks	666	(3)
Decrease in debtors	24,408	5,067
Decrease in creditors	<u>(6,958)</u>	<u>(31,582)</u>
Net cash provided by/(used in) operations	<u>279,689</u>	<u>(41,621)</u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1/4/20 £	Cash flow £	At 31/3/21 £
Net cash			
Cash at bank and in hand	<u>132,825</u>	<u>120,707</u>	<u>253,532</u>
	<u>132,825</u>	<u>120,707</u>	<u>253,532</u>
Liquid resources			
Deposits included in cash	-	-	-
Current asset investments	<u>77,055</u>	<u>158,915</u>	<u>235,970</u>
	<u>77,055</u>	<u>158,915</u>	<u>235,970</u>
Total	<u>209,880</u>	<u>279,622</u>	<u>489,502</u>

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, 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 Companies Act 2006. 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.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Allocation and apportionment of costs

Support costs are allocated based on the number of full time equivalent administrative staff being responsible in each activity

Tangible fixed assets

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

Improvements to property	- 15% on cost
Motor vehicles	- 20% on cost
Office Equipment	- 25% on cost

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Taxation

The charity is exempt from corporation 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.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. DONATIONS AND LEGACIES		2021	2020
		£	£
Donations		32,627	75,100
Age UK		<u>13,685</u>	<u>13,685</u>
		<u>46,312</u>	<u>88,785</u>
3. OTHER TRADING ACTIVITIES		2021	2020
		£	£
Fundraising events		-	1,789
KMTC Admin		-	<u>1,241</u>
		<u>-</u>	<u>3,030</u>
4. INVESTMENT INCOME		2021	2020
		£	£
Rents received		638	8,949
Deposit account interest		<u>915</u>	<u>2,257</u>
		<u>1,553</u>	<u>11,206</u>
5. INCOME FROM CHARITABLE ACTIVITIES		2021	2020
		£	£
Client Contributions	Social inclusion	16,190	131,361
Personal Care	Social inclusion	8,593	42,374
Grants	Social inclusion	742,052	301,189
Shop income	Social inclusion	5	3,546
Other	Social inclusion	23,082	11,332
Outings	Social inclusion	-	19
Funded Services	Social inclusion	44,195	202,656
Client Contributions	Independent Living Scheme	176,597	168,606
Grants	Advocacy	22,783	-
Grants	Information and Advice	15,000	-
Grants	Befriending	4,000	-
Funded Services	Befriending	-	<u>2,481</u>
		<u>1,052,497</u>	<u>863,564</u>

Grants received, included in the above, are as follows:

	2021	2020
	£	£
Kent County Council	624,660	275,189
Tonbridge and Malling Borough Council	14,370	-
Other Grants	33,184	26,000
Sevenoaks District Council	<u>111,621</u>	<u>-</u>
	<u>783,835</u>	<u>301,189</u>

6. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 8) £	Totals £
Social inclusion	426,064	129,706	555,770
Independent Living Scheme	191,043	16,628	207,671
Advocacy	21,154	8,314	29,468
Information and Advice	34,238	8,314	42,552
Befriending	3,623	3,327	6,950
	<u>676,122</u>	<u>166,289</u>	<u>842,411</u>

7. GRANTS PAYABLE

	2021 £	2020 £
Social inclusion	<u>-</u>	<u>554</u>

The total grants paid to institutions during the year was as follows:

	2021 £	2020 £
PSG Awards	<u>-</u>	<u>25</u>

8. SUPPORT COSTS

	Management £	Governance costs £	Totals £
Social inclusion	126,898	2,808	129,706
Independent Living Scheme	16,268	360	16,628
Advocacy	8,134	180	8,314
Information and Advice	8,134	180	8,314
Befriending	3,255	72	3,327
	<u>162,689</u>	<u>3,600</u>	<u>166,289</u>

Activity	Basis of allocation
Management	Staff Numbers
Governance costs	Staff Numbers

9. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2021 £	2020 £
Auditors' remuneration	3,600	3,600
Depreciation - owned assets	4,536	8,262
Surplus on disposal of fixed assets	<u>-</u>	<u>(200)</u>

10. 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.

11. STAFF COSTS

	2021 £	2020 £
Wages and salaries	618,863	635,409
Social security costs	33,384	31,832
Other pension costs	<u>28,925</u>	<u>27,325</u>
	<u>681,172</u>	<u>694,566</u>

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

	2021	2020
Management and Administration	5	15
Community based support schemes	25	26
Day care and Other Services	<u>18</u>	<u>18</u>
	<u>48</u>	<u>59</u>

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

Emoluments during the period to Key Management Personnel was £43,193.

12. TANGIBLE FIXED ASSETS

	Improvements to property £	Plant and machinery £	Motor vehicles £	Office Equipment £	Totals £
COST					
At 1 April 2020	202,052	64,115	153,423	15,778	435,368
Additions	<u>-</u>	<u>-</u>	<u>-</u>	<u>982</u>	<u>982</u>
At 31 March 2021	<u>202,052</u>	<u>64,115</u>	<u>153,423</u>	<u>16,760</u>	<u>436,350</u>
DEPRECIATION					
At 1 April 2020	201,440	62,870	150,183	7,483	421,976
Charge for year	<u>-</u>	<u>689</u>	<u>1,440</u>	<u>2,407</u>	<u>4,536</u>
At 31 March 2021	<u>201,440</u>	<u>63,559</u>	<u>151,623</u>	<u>9,890</u>	<u>426,512</u>
NET BOOK VALUE					
At 31 March 2021	<u>612</u>	<u>556</u>	<u>1,800</u>	<u>6,870</u>	<u>9,838</u>
At 31 March 2020	<u>612</u>	<u>1,245</u>	<u>3,240</u>	<u>8,295</u>	<u>13,392</u>

13. STOCKS				
			2021	2020
			£	£
Stocks			<u>537</u>	<u>1,203</u>
14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR			2021	2020
			£	£
Trade debtors			13,064	40,910
Other debtors			76	76
Gift Aid			-	7,000
Prepayments			<u>32,249</u>	<u>21,812</u>
			<u>45,389</u>	<u>69,798</u>
15. CURRENT ASSET INVESTMENTS			2021	2020
			£	£
Unlisted investments			<u>235,970</u>	<u>77,055</u>
16. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR			2021	2020
			£	£
Trade creditors			3,789	4,355
Social security and other taxes			7,633	9,528
Other creditors			-	95
Credit Card			-	318
Accrued expenses			52,481	45,065
project deferrals			<u>23,715</u>	<u>35,215</u>
			<u>87,618</u>	<u>94,576</u>
17. MOVEMENT IN FUNDS				
	At 1/4/20	Net	Transfers	At
	£	movement	between	31/3/21
		in funds	funds	£
		£	£	
Unrestricted funds				
General fund	130,143	261,742	(2,284)	389,601
Bertioli Legacy Dementia	30,000	-	-	30,000
Bertioli Legacy Other	<u>36,576</u>	-	-	<u>36,576</u>
	196,719	261,742	(2,284)	456,177
Restricted funds				
Circle Housing	1,371	-	-	1,371
One You Projects	1,507	(1,507)	-	-
PSG	100	-	-	100
Armed Forces Fund	-	(2,284)	2,284	-
	<u>2,978</u>	<u>(3,791)</u>	<u>2,284</u>	<u>1,471</u>
TOTAL FUNDS	<u>199,697</u>	<u>257,951</u>	<u>-</u>	<u>457,648</u>

17. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	956,895	(695,153)	261,742
Restricted funds			
One You Projects	111,620	(113,127)	(1,507)
Pop-up Pop-in	19,846	(19,846)	-
Armed Forces Fund	10,001	(12,285)	(2,284)
Tonbridge Befriending	2,000	(2,000)	-
	<u>143,467</u>	<u>(147,258)</u>	<u>(3,791)</u>
TOTAL FUNDS	<u>1,100,362</u>	<u>(842,411)</u>	<u>257,951</u>

Comparatives for movement in funds

	At 1/4/19 £	Net movement in funds £	Transfers between funds £	At 31/3/20 £
Unrestricted funds				
General fund	(8,395)	(21,876)	160,414	130,143
Bertioli Legacy ILS	13,206	-	(13,206)	-
Bertioli Legacy Lunch Clubs	20,000	-	(20,000)	-
Bertioli Legacy Dementia	30,000	-	-	30,000
Bertioli Legacy Other	106,576	-	(70,000)	36,576
Tonbridge Age Concern	57,208	-	(57,208)	-
	218,595	(21,876)	-	196,719
Restricted funds				
Circle Housing	1,371	-	-	1,371
W G Edwards Grant	222	(222)	-	-
KCC Refurbishment	226	(226)	-	-
One You Projects	48	1,459	-	1,507
PSG	100	-	-	100
Pop-up Pop-in	43	(43)	-	-
	<u>2,010</u>	<u>968</u>	<u>-</u>	<u>2,978</u>
TOTAL FUNDS	<u>220,605</u>	<u>(20,908)</u>	<u>-</u>	<u>199,697</u>

17. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	803,080	(824,956)	(21,876)
Restricted funds			
W G Edwards Grant	-	(222)	(222)
KCC Refurbishment	-	(226)	(226)
One You Projects	130,709	(129,250)	1,459
Pop-up Pop-in	32,996	(33,039)	(43)
	<u>163,705</u>	<u>(162,737)</u>	<u>968</u>
TOTAL FUNDS	<u>966,785</u>	<u>(987,693)</u>	<u>(20,908)</u>

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

	At 1/4/19 £	Net movement in funds £	Transfers between funds £	At 31/3/21 £
Unrestricted funds				
General fund	(8,395)	239,866	158,130	389,601
Bertioli Legacy ILS	13,206	-	(13,206)	-
Bertioli Legacy Lunch Clubs	20,000	-	(20,000)	-
Bertioli Legacy Dementia	30,000	-	-	30,000
Bertioli Legacy Other	106,576	-	(70,000)	36,576
Tonbridge Age Concern	57,208	-	(57,208)	-
	218,595	239,866	(2,284)	456,177
Restricted funds				
Circle Housing	1,371	-	-	1,371
W G Edwards Grant	222	(222)	-	-
KCC Refurbishment	226	(226)	-	-
One You Projects	48	(48)	-	-
PSG	100	-	-	100
Pop-up Pop-in	43	(43)	-	-
Armed Forces Fund	-	(2,284)	2,284	-
	<u>2,010</u>	<u>(2,823)</u>	<u>2,284</u>	<u>1,471</u>
TOTAL FUNDS	<u>220,605</u>	<u>237,043</u>	<u>-</u>	<u>457,648</u>

17. MOVEMENT IN FUNDS - continued

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	1,759,975	(1,520,109)	239,866
Restricted funds			
W G Edwards Grant	-	(222)	(222)
KCC Refurbishment	-	(226)	(226)
One You Projects	242,329	(242,377)	(48)
Pop-up Pop-in	52,842	(52,885)	(43)
Armed Forces Fund	10,001	(12,285)	(2,284)
Tonbridge Befriending	<u>2,000</u>	<u>(2,000)</u>	<u>-</u>
	<u>307,172</u>	<u>(309,995)</u>	<u>(2,823)</u>
TOTAL FUNDS	<u><u>2,067,147</u></u>	<u><u>(1,830,104)</u></u>	<u><u>237,043</u></u>

18. RELATED PARTY DISCLOSURES

During the year the car loan made to the Chief Officer was paid off.

STAFF at 31 March 2021

Chief Officer Mrs Gillian Shepherd-Coates

Senior Admin Assistant – Tonbridge Mrs Jenny McDougall

Day Centre Manager - Sevenoaks Mrs Patricia Thomas
Day Centre Team Leader - Edenbridge Ms Caroline Newman
Day Centre Supervisor - Tonbridge Mrs Sandra Chapman

Care Staff

Senior Care Assistant Mrs Jane Mann
Care Assistant Miss Michelle Blackaby
Care Assistant Miss Victoria Attle
Care Assistant Mr David Spencer
Care Assistant Mrs Sylvia Lee
Care Assistant Mrs Marisa Vukmirovic

Drivers

Mr Stuart Eade
Mr Roger Richardson
Mr Graham Palmer
Mr Martin Dean
Mr John Dowers
Mr Cliff McLaren

Catering Staff

Chef Mr James Farmer
Catering Assistants Mrs Jackie Farmer
Miss Mary Curtis

Senior Administration Officer Mrs Caron Parsons

P.A. to the Chief Officer Mrs Sarah Chillington

Book-keeper Vacant

Independent Living Support Scheme Manager Ms Kathy Gregory

ILS Supervisor Mrs Amanda King

Support Workers	26 Support Workers 5 Gardeners
Advocacy Service Manager Advocacy Officer	Mrs Annette Davies Mrs Julie Button
Information & Advice Officer	Mr Bob Carpenter
Befriending Co-ordinators	Mr Guy Knight
Visiting Co-ordinator	Mrs Elizabeth Bew
One You Your Home Swanley One You Coordinator	Mr James Keast
Pop Up Pop Ins Health and Wellbeing Coordinator Pop Up (Health and Wellbeing) Assistant	Mrs Sue Larkin Mrs Judy Erskine
Ancillary Services provided by:-	
Counselling Service Counsellor Counsellor Trainee Counsellor Trainee Counsellor Trainee Counsellor	Mrs Fran Tullet Mr David Briggs Mr Steven Bennett Ms Jennifer Ryan Ms Jane Hill
Computer Learning Centre	Mr Nigel Pritchard Mr Derek Ednie Mrs Stephanie Evans
Chiropodists	Mrs Sandy Watts Mrs Rosemarie Newman Ms Clare Wilson
Hairdressers	Mrs Sandra Chatfield Miss Clare Hayes
Reflexologist	Mrs Nikki Bendall

Services provided by Age UK Sevenoaks Tonbridge & District

- ◆ Day Centres Sevenoaks - Hollybush Court
 Edenbridge – Eden Centre
 Tonbridge – Town Lock
- ◆ Independent Living Support Scheme
- ◆ Advocacy Service
- ◆ Hot meals delivery service
- ◆ Computer Learning Centre
- ◆ Information/Advice Service
- ◆ Alternative Office Department of Works & Pensions
- ◆ Counselling
- ◆ Outreach Assistance
- ◆ Transport Scheme – Day Centre/Lunch Clubs
- ◆ Bathing & Chiropody Service
- ◆ Hairdressing
- ◆ Reflexology & Aromatherapy
- ◆ Craft – Knit and Natter
- ◆ Day Centre Shop
- ◆ Visiting Hearing Advice Clinic
- ◆ Visiting Optician
- ◆ Consultations
- ◆ Postural Stability
- ◆ Befriending Service
- ◆ One You Your Home project
- ◆ Pop Up Pop Ins
- ◆ Outings and Leisure activities
- ◆ Hardship Fund
- ◆ Village Lunch Clubs/Groups in
 - Littlecourt Westerham
 - Woodlands Kemsing
 - Otford Tonbridge Lunch Club
 - Dunton Green

Thank you

To all the Staff and Volunteers who have helped with the services provided by Age UK Sevenoaks Tonbridge & District.

To Local Organisations, Trust Funds and individuals who have supported Age UK Sevenoaks Tonbridge & District throughout the year.

Kent County Council Social Services



Tonbridge & Malling Borough Council



Sevenoaks District Council



Kent Community Foundation



National Lottery



The Partiger Trust



Supported by Sir Thomas Smythe's Charity, which awards grants to welfare organisations in the local area.



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