

TRUSTEES REPORT **2024**

MEETING THE NEEDS OF THE
LOCAL COMMUNITY

Registered Charity Number 1091034
Company Limited by Guarantee (England) No 4306235

MISSION STATEMENT

OUR AIMS AND OBJECTIVES

TO PROVIDE A DAY CARE CENTRE MEETING THE
NEEDS OF THE LOCAL COMMUNITY, BY PROVIDING
OUR MEMBERS WHO ARE DISADVANTAGED
THROUGH EMOTIONAL, PHYSICAL OR LEARNING
DISABILITIES WITH A SAFE AND HAPPY
ENVIRONMENT THAT RESPECTS THE INDIVIDUALS'
RIGHTS, NEEDS AND DIGNITY.

WELLDON ACTIVITY GROUP

REGISTERED CHARITY NUMBER 1091034

A COMPANY LIMITED BY GUARANTEE, REGISTRATION NUMBER 4306235

FOUNDED OCTOBER 2001

LIFE PRESIDENT : MR. BRIAN WHITEHEAD

GOVERNING DOCUMENT: MEMORANDUM AND ARTICLES OF
ASSOCIATION

The following have acted as Trustees during the year 2024

Councillor Sue Anderson
Mr. John Purnell
Mr. Brian Whitehead
Mrs. Sue Jefferies
Mr John Robinson
Mrs Sara Robinson
Mrs. Ann Sharples
Mr Arif Punjani

Chairperson
Vice-Chair
Company Secretary
Minute Secretary
Treasurer (January – August)
Personnel Officer
Trustee
Treasurer (from September)

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Registered Office

Trinity Church. Hindes Road
Harrow, HA1 1RX

Telephone

07312 080926

Bankers

NatWest Bank Plc, 315 Station Road
Harrow, HA1 2AD

Solicitor

None appointed.

CHAIRMAN'S REPORT FOR 2024

The Activity Group continued to run as normal until April 2024. For some time the trustees had been concerned about the long term viability of the group and it was regrettably decided that it was time to call it a day. This was a difficult decision as it meant making members of staff redundant and disappointing our loyal clients. Discussions were held with a local charity and CIC to see if it was possible to keep the group running in a different form, but unfortunately this came to nothing due to the same viability concerns.

Winding up the affairs of the charity continued throughout the rest of the year

I would like to take this opportunity to thank Trinity Church for hosting the day centre for over 20 years and the staff, volunteers and trustees for their hard work and commitment.

Sue Anderson

Chair of Trustees

MAJOR RISKS AND EXPOSURES

Meeting the needs of Clients with diverse learning disabilities requires the Charity to be sensitive to each individual's needs. We regularly review our health and safety controls with particular emphasis on the safety of our Clients in mind, this includes any action required to safeguard both our Clients and staff at the Centre.

Individual Client assessments are conducted annually at the Centre and reports sent to the appropriate Care Home.

Fire drills are conducted every eight weeks. We record the time each fire drill is completed and any problem relating to the mobility of clients is logged for appropriate action.

Risk Assessments are conducted annually in the following areas:-

- Fire Drills
- Disposable Protective Clothing
- Wheelchair Access
- First Aid Policy
- Accident Report Recording
- Health and Safety
- Control of Substances Hazardous to Health
- Recording of Infections and Other Medical Risks

The Trustees do not believe any major exposures are apparent demanding immediate attention.

ORGANISATION

Trustee Meetings are held every other month and in the current environment via Zoom.

Full-time Staff

Mrs. Lorna Fields	-	Manager
Miss Jade Weidle	-	Deputy Manager
Mrs. Koukab Kondazi	-	Care Assistant
Mrs Fatemeh Peyvastehgar	-	Care Assistant

Key Volunteers

Mrs Lorraine Finnerty

Singing and Movement	Thursday	1 ½ Hours
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Mrs Sara Robinson

Music and Exercise	Friday	1 Hour
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WELLDON ACTIVITY GROUP

ACTIVITIES PROGRAMME

MONDAYS

Keep Fit Exercise
Story Telling
Computer.
Numeracy
General Knowledge
Relaxation

TUESDAYS

Keep Fit Exercise
Arts & Crafts
Bingo
T.V
General Knowledge

THURSDAYS

Keep Fit Exercise
Singing and Movement
Arts and Crafts
Snooker

FRIDAYS

Keep Fit Exercise
Computer
Board Games
Snooker
Music & Exercise

VARIABLE DAYS

Gardening
Painting
Jigsaws
Outings
B.B.Q
Nail Care
Cookery

VOLUNTEERS

Lorraine – Singing & Movement
Sara – Music & Exercise

WELLDON ACTIVITY GROUP

YEAR ENDED 31ST DECEMBER 2024

STATEMENT OF TRUSTEES' RESPONSIBILITIES

Law applicable to charities in England & Wales requires the trustees to prepare accounts for each financial year which give a true and fair view of the charity's financial activities during the year and its financial position at the end of the year. In preparing accounts giving a true and fair view, the trustees should follow best practice and:

Select suitable accounting policies and then apply them consistently

Make judgements and estimates that are reasonable and prudent

Follow applicable accounting standards, subject to any material departures disclosed and explained in the accounts.

Prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with applicable Law. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Independent Examiner's **Report on the Accounts**

Report to the trustees of Welldon Activity Group

Registered charity number 1091034

On accounts for the period ended 31.12.2024

Basis of independent examiner's
report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair" view and the report is limited to those matters set out in the statement below

Independent examiner's statement

In connection with my examination, no matter has come to my attention,

(1) which gives me reasonable cause to believe that in, any material respect, the requirements

- to keep accounting records in accordance with section 130 of the Charities Act:
- * to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act.

have not been met: or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name Mr Alan Thackrey

Relevant professional qualification CA

Address 18 Cuckoo Hill Road
Pinner
HA5 1AY

WELLDON ACTIVITY GROUP

NOTE TO THE ACCOUNTS **YEAR ENDED 31ST DECEMBER 2024**

ACCOUNTING POLICIES

The following accounting policies have been used consistently in dealing with items which are considered material in relation to the Charity's accounts.

a. Basis of Accounting

The accounts have been prepared under the historical cost convention. The provisions of Accounting by Charities – Statement of recommended Practice have been adopted in these accounts.

b. Income & Expenditure

Income and expenditure have been recognised on the accruals basis. All grants, donations and voluntary income, unless received for specific or designated purposes, are included in the Income & Expenditure account in the year they are earned..

c. Non-cash donations

A substantial contribution to the activities of the Welldon Activity Group is supplied in the form of voluntary services and donated facilities. The financial benefit of these non-cash donations have not been recognised in these accounts, as by their nature it would be impractical to quantify in monetary terms.

d. Resources Expended

Direct charitable expenditure comprises all expenditure directly relating to the charitable objects. Occupancy costs relate to our agreement with the Trinity Church to maintain day to day cleaning and general maintenance of the premises and grounds. Salary costs based upon staff time incurred. Indirect costs relate to the central costs of running the Charity. Fund Raising & Publicity costs relate to costs associated with fund raising events.

e. Premises

The Activity Group occupied rent free the former Methodist Church building in Welldon Crescent until 1st May 2009. Since 1st May 2009 the charity moved to the new facilities at the Trinity Church and now incurs a rental charge.

f. Fixed Assets

Fixed assets have been capitalised and are included at cost. Provision for depreciation has been made on the following basis:

New Equipment and Furniture	over 4 years
Second-Hand Equipment and Furniture	over 2 years

g. Insurances

The Charity has the following cover: Employer's Liability -£10,000,000 (ten million)
Public Liability - £5,000,000 (five million)
Trustee Indemnity - £250,000 (two hundred and fifty thousand)

GIFT AID

Gift Aid is a very effective method of making a donation to the Charity. The form is easy to complete and does not require Inland Revenue involvement. Anyone paying income tax can complete the form which we would be delighted to supply. By completing the Gift Aid form the Charity will obtain from the Inland Revenue a further 25p for each pound donated.

BUSINESS CONTACTS

The Group would like to develop new business contacts which are so important in increasing the confidence and self-respect of our clients.

We would appreciate anyone who has contacts or knows of any shops, offices, firms etc from whom we could:

- a) Help in the Packaging of Goods
- b) Enveloping of letters, brochures, mailshots etc.
- c) Light assembly work.

Our rates are very competitive and we guarantee completion on time.

WELLDON ACTIVITY GROUP
BALANCE SHEET
31st December 2024

	2024	2023
	£	£
ASSETS		
Equipment & Furniture	0	0
 Debtors		
Sundry Debtors		16650
Cash at Bank & In Hand	<u>49262</u>	<u>86515</u>
	49262	103165
 LIABILITIES		
 Creditors & Accruals	<u>1405</u>	<u>2151</u>
	1405	2151
 NET ASSETS	47857	101014
 RESERVE FUNDS		
Unrestricted Funds	47857	86674
Restricted Funds	<u>0</u>	<u>14340</u>
	47857	101014

For the year ending 31st December 2024 the Company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies. The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006. The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The accounts were approved
And signed on their behalf by:-

S. Anderson
Director.....

B. Whitehead
Director/Company Secretary.....

WELLDON ACTIVITY GROUP
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST DECEMBER 2024

		Unrestricted General Funds	Restricted Funds	Total 2024	Total 2023
Income	Notes	£	£	£	£
Day Care Fees	A	20437	0	20437	66773
Local Church Grants	B	2000	0	2000	0
Donations	C	990	0	990	4949
Other Income	D	2241	0	2241	2985
Total		25668	0	25668	74707
Expenditures					
Direct Charitable Costs	E	64425	0	64425	53575
Occupancy	F	13004	0	13004	20016
Indirect costs	G	1396	0	1396	2225
Total		78825	0	78825	75816
Net Income		-53157	0	-53157	-1109
Transfer between Funds		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Fund balances		-53157	0	-53157	-1109

	2024 £	2023 £
A. Day Care Fees		
Client Fees	<u>20437</u>	<u>66773</u>
	20437	66773
B. Local Church Grants		
Pinner Parish Church	<u>2000</u>	<u>0</u>
	2000	0
C. Donations		
Friends of WAG	990	2858
Harrow School Golf Club Ladies Section	0	600
Keith Toms Legacy	0	1000
Jubilate Choir	<u>0</u>	<u>491</u>
	990	4949
D. Other Income		
Bank Deposit Interest	1749	2103
Tax Repayments	<u>492</u>	<u>882</u>
	2241	2985

	2024 £	2023 £
E. Direct Charitable Costs		
Salaries	37340	52922
Client Costs	98	227
Craft Materials	24	47
Pension Contributions	273	379
Redundancy	<u>26690</u>	0
	64425	53575
F. Occupancy Costs		
Repairs and Maintenance	4	0
Cleaning Materials	0	16
Rent	<u>13000</u>	<u>20000</u>
	13004	20016
G. Indirect Costs		
Payroll & Bank Charges	0	546
Postage & Stationery	155	70
Telephone	22	57
Insurances	737	503
Christmas	0	124
Miscellaneous	422	34
Audit Fee	0	250
Affiliation Fees	50	13
Travel Expenses	10	41
Staff Training	0	151
Trips and Outings	<u>0</u>	<u>436</u>
	1396	2225

£