

ROMNEY MARSH COMMUNITY HUB

England & Wales · Charity number 1093388

Details

Other names	ROMNEY MARSH DAY CENTRE (AGE CONCERN) LIMITED
Status	Registered
Legal form	Charitable company
Company number	04396846
Registered	2002-08-12
Register	View on the Charity Commission register

Contact

Address	Romney Marsh Community Hub Sunflower House Rolfe Lane New Romney TN28 8JR
Phone	01797363888
Email	hello@rmch.org.uk
Website	www.rmch.org.uk

Activities

Objects: THE CHARITY'S OBJECTS ("THE OBJECTS") ARE TO PROMOTE THE CARE OF OLDER PEOPLE IN ANY MANNER WHICH IS NOW OR IN THE FUTURE DEEMED BY LAW TO BE CHARITABLE WITHIN THE SHEPWAY DISTRICT COUNCIL AREA OF ROMNEY MARSH (HEREINAFTER CALLED THE "AREA OF BENEFIT").

Activities: Day Centre for people over 50 in Romney Marsh Providing health and well-being services including chiropody clinics; hearing clinics; rehabilitation support; NHS clinics fitness classes; catering and community meals; home support; information and advice; transport; activities and events; operate dementia cafes across Romney Marsh; provide Cancer counselling; integrate with NHS GP Surgery

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** Other Charitable Purposes
- **Who:** Elderly/old People, People With Disabilities, The General Public/mankind

Geography

- **Area of benefit:** KENT - SHEPWAY
- Kent

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£731,702	£850,679	£842,986	30
2024-03-31	£791,851	£779,335	£961,963	30
2023-03-31	£610,660	£675,763	£949,447	25
2022-03-31	£551,804	£593,270	£1,014,550	28
2021-03-31	£749,454	£543,263	£1,056,016	23

Trustees

Name	Role	Appointed
Amanda Clayson		2024-01-01
Carole Waters		2007-11-21
Constance Metcalfe		2020-02-04
Judy Oliver		2023-11-30
Kim Gowing		2024-08-13
Marion Howard-Healy		2024-03-25
Neil James McClure		2022-05-01
Peter Charles Webb		2024-07-01
Polly Rolfe		2023-11-30
Roger Arthur Joynes		2023-06-27
Valerie Anne Butt		2021-02-12

Accounts

REGISTERED COMPANY NUMBER: 04396846 (England and Wales)
REGISTERED CHARITY NUMBER: 1093388

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025
FOR
ROMNEY MARSH COMMUNITY HUB**

Gibbons Mannington & Phipps LLP
Chartered Accountants
Landgate Chambers
Rye
East Sussex
TN31 7LJ

ROMNEY MARSH COMMUNITY HUB

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FOR THE YEAR ENDED 31 MARCH 2025**

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ROMNEY MARSH COMMUNITY HUB

CHAIR'S STATEMENT FOR THE YEAR ENDED 31 MARCH 2025

The year ending 31 March 2025 was one of rapid progress and challenges.

The Board of Trustees completed a comprehensive strategic review and in October 2024 published a 5 year plan for the future of the charity. We took available information from Council and NHS sources to profile the residents of The Romney Marsh area. We then identified likely needs that would need to be met to help the older residents enjoy a fulfilled and healthy life and built them into the plan.

The Plan set out six strategic goals:

- a) Increase Sustainable Funding;
- b) Build Strong Community Involvement;
- c) To further develop our Business Model utilising a hub-and-spoke structure;
- d) Increase access to our services both physical and online;
- e) Build strong working partnerships; and
- f) Create a higher public profile for our activities and services.

Almost immediately we were confronted by a series of opportunities that while challenging moved us forward in achieving those defined goals.

For a long- time we have sought to expand our trading activities, to create funds to support our charitable activities, as part of our financial resilience plans. The opportunity arose to acquire a lease in New Romney high street which allowed us to open a high-profile charity shop, to complement our shop in Rye.

Soon afterwards we identified a very attractive opportunity to create a second Hub, including a café/restaurant, in a seaside location in Greatstone. Our team went to work and refurbished the building, with financial support from local sponsors, and opened the Hub on the Beach. This has both extended our reach in the community and created a potentially vibrant trading opportunity.

The third opportunity arose when we were approached by Kent County Council about creating a local transport hub with financial support from HM Government. After some research, it was clear the most urgent need was to provide a service which would allow residents to attend their hospital and GP appointments. Thus, we started a new community Dial a Ride membership service, branded 'The Marsh Bee' which quickly attracted users.

In an ideal world these three new ventures would have spread out over a longer period and I must thank our senior leadership team, staff and volunteers for their considerable efforts to deliver a step change in our activities.

Going into the year The Trustees had identified the need to implement a new accounts system to replace our previous cash accounting processes. The combination of new cloud- based software with enhanced management information allied to a significant expansion in our activities placed great strain upon the system which has resulted in a delay in producing these accounts. Thankfully we have now recruited a suitably qualified accounts officer who is gradually bringing the system up to scratch.

The year has been one of investment in broadening the range and reach of our activities, this has inevitably diminished our reserves, but we believe this will payback in future.

In a recent report, Where People Meet*, the importance of Community Hubs to secure the resilience of local communities was emphasised. Comments like "not a nice-to-have" and "a place of Pride" indicated the importance of supporting the estimated 21,000 community hubs across the country.

We are grateful for the support of our local Councils and other funding bodies, as we move ahead with our aim of placing our activities at the heart of our community. I would like to take the opportunity to thank our Board of Trustees for their work in compiling our strategic plan and in promoting and supporting our activities

Neil McClure FCA
Chair of Trustees

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2025**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2025. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Our Charitable Object

The Charity's object is to promote the care of over 50-year-old residents, in any matter which is now or in the future deemed by law to be charitable, within the Folkestone and Hythe District Council area of Romney Marsh.

Our Purpose and Core Values

In October 2024, the Trustees published a 5-year plan for the charity which identified our purpose, core values and priorities:

Our Purpose:

- To help build a vibrant community across the Romney Marsh area so that people can live healthy and fulfilling lives and have equal access to opportunities and care, regardless of who they are where they live;
- To be an organisation which the community trusts to help people find answers to their questions and innovative solutions for their problems;
- To provide, co-ordinate and facilitate activities which improve the community's physical, mental and emotional wellbeing and help reduce isolation and loneliness;
- To be a Voice for the population of Romney Marsh, acting as an Advocate with external authorities on behalf of local people, particularly those aged 50 and over, to ensure they are fully represented in the development of the facilities on the Romney Marsh.

Our Core Values:

- Listen, we deliver our services in a compassionate way, priding ourselves in our ability to listen and go the extra mile to deliver an individual service to the highest standards;
- Partnership, we appreciate the importance of developing and nurturing strong partnerships within the local community and regionally;
- Respect, we strive to understand the local culture and the sense of place in each unique area where we operate;
- Support, we actively work to maximise our services and secure required resources to meet identified local needs;
- Wellbeing, the wellbeing of our staff, volunteers and clients is paramount to our ethos and culture of looking out for and supporting others.

Our Priorities:

- Sustainable funding
- Involve the Community
- Ongoing development of our Business Model
- Build access to service both physical and online
- Build strong working partnerships
- Raise our profile

Our Volunteers

We are deeply grateful for the dedication and generosity of our volunteers, who remain at the heart of everything we do at the Community Hub. Between April 2024 and March 2025, our volunteers contributed an incredible 13,081 hours of their time across a wide range of roles. These included supporting our two charity shops, assisting at the Hub on the Beach, working with our day support clients, keeping the refurbished garden at the Hub under control, acting as chaperones on client transport, supporting the clients at our memory cafes, helping with administrative tasks, fundraising, leading community walks, and-new this year-driving for the Marsh Bee transport service.

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2025**

OBJECTIVES AND ACTIVITIES

Main Activities undertaken to further the Charity's purposes for the public benefit

Supporting our community

The Romney Marsh Community Hub is proud to be located at the heart of the Marsh and to play an active role in supporting the local economy. Our commitment to the community extends beyond the services we provide-every member of staff at both the Hub and the Hub on the Beach lives on the Romney Marsh.

As one of the largest private employers in the area, we are proud to contribute directly to local employment and economic stability. Wherever possible, we prioritise sourcing goods and services from local suppliers and contractors. Examples of this is the installation of our new fire and security alarm system and of our solar panels, where we chose local contractors based on the Marsh to carry out the required work.

Our Services

Primary users of the charity's services today are:

- People over 50 who are active users;
- People in their late 70's and above who are less active and need more traditional support;
- Residents of disadvantaged communities on Romney Marsh, where access to services proves particularly difficult or hard.

Although the community hub building, located in New Romney, is the core of our organisation, we also run a range of activities and outreach services in the community. Services provided include the following:

- Day Support Service - We offer Day Support Services on a Tuesday, Wednesday and Thursday. We provide transport to the centre, so that people can participate in our day support service; this is mainly attended by people aged over 70. Our service users take part in activities, including quizzes, interest groups, art sessions, reminiscence and chair-based exercise. They also have a hot meal in our restaurant at lunchtime, followed by an endorphin raising activity like Bingo before they go home. They have the option of taking home a packed tea. We had a total of 2,339 attendances for the year 2024/25, with 1,320 of those using our transport.

- Information and Advice Service - We provide confidential one-to-one appointments and phone calls in the Hub and out in the community to anyone who needs support. There were 1,502 phone calls made, and 2,102 contacts made with people who accessed this service, which is aimed at helping them to retain their independence. We supported individuals to review and maximise their benefits (so that they could pay for more support at home), obtain blue badges, access hardship payments and much more.

- Community Dining - We offer hot lunches and a sandwich tea via a home delivery service to people across The Marsh five days a week (we provide frozen meals for the evenings and weekends). These are meals that we prepare on site in our kitchen. The service also provides a welfare check on individuals, offering their families peace of mind. We delivered 6,064 meals during this financial year.

- Home Support Services - Many of our service users want to remain in their own homes, but they need some extra support to do this. Our staff helped with domestic chores and shopping on 1,876 occasions this year. Unfortunately, at the end of the year, we had to cease our home meal delivery service. The combination of increased costs and reduced demand, in part resulting from competition from local businesses, gave us no alternative but to cut this important service.

- Wellbeing classes and activities - The wellbeing and wellness contract started in April 2021. This service provides opportunities for older people to take part in exercise classes and activity groups held in the Hub. In this financial year we introduced more activities as requested by our service users. In the year 2024/2025 we had a total of 9,538 attendances at our classes and activities, a near 10 per cent increase on the previous year.

- Our varied range of activities and classes now include seated exercise, seated Tai Chi, Pilates, Yoga, Fitness, Line Dancing, Walking, Singing, Craft, Art and Games and the opening of the Hub on the Beach at Greatstone has brought us a number of new users.

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2025**

OBJECTIVES AND ACTIVITIES

- Peer Support - Our peer support offer has been expanded thanks to a small fund from Social Enterprise Kent. This has allowed us to extend the offer to now include monthly peer support meetings for people affected by Strokes, Arthritis, Cancer, Diabetes and Bereavement. These groups were chosen from requests and/or queries we have received from our local community. They are very popular groups, with an average of 8 to 12 participants each month, facilitated by our Wellbeing Manager and are supported by volunteers with living experience.

- Memory Cafes: A regular programme of events around the Marsh for people with Dementia and their carers.

- Marsh Bee (previously known as Dial a Ride) Services - The Marsh Bee was launched in October 2024 and has quickly become a popular service allowing our local older residents without access to their own transport to attend appointments at hospitals across Kent. The service is offered on a low-cost membership basis with a small additional sum per booking. Within the first six months we recruited over 100 members and this has more than doubled since then with nearly 1000 return journeys in its first year.

- Community Washeteria - The Pay as You Go Washeteria has been installed in our car park including washing and drying services. This has brought new users towards the Hub who increasingly use our café while their washing finishes.

- Hub on the Beach - since it opened at the end of August 2024 the Hub on the Beach café and event space have quickly established themselves as a popular community resource. The café opens seven days a week offering cooked breakfasts and lunches plus cake and coffee. The event space hosts our own events and classes but is now increasingly used by other groups including Littlestone Lifeboat station for their fundraising and staff events.

- Veterans Support Group

- Foot and Ear Clinics

- A Sharps Bin for injection needles (sponsored by our local Rotary branch)

- A room where customers of Halletts, solicitors and Lloyds Bank can meet an adviser face to face.

Our Infrastructure

Over the last 12 months, we have been able with support from our local community and with funding via local councils to invest substantially in our physical infrastructure.

- Portland Homes, who had developed a new housing estate on land adjoining The Hub in Rolfe Lane, generously donated additional land and then incorporated this into a much needed enlargement of the car parking.

- At the same time, new CCTV security and fire alarms were fitted in the Hub and its surrounding area. Our local Rotary Club kindly donated money which allowed us to place additional fencing around The Hub to secure our boundaries. At the end of the year, we received grant funding from Grassroots, via Folkestone & Hythe District Council, which allowed us to install an extensive array of solar panels on the roof which will help reduce our energy costs for years to come.

- We managed to raise funding via The Big Give to give our garden in the centre of The Hub a complete makeover with new outdoor seating area.

- The new Hub on the Beach opened in August 2024. Extensive conversion work was required. We managed to carry out much of this work ourselves but did receive grant funding from the Nuclear Decommissioning Authority which helped offset these costs. We also funded some minor improvements before opening our new shop in New Romney.

- During the year, we also prepared a full rewrite of our website which will allow us to update our event information more easily and to include an integrated booking system.

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2025**

FINANCIAL REVIEW

Financial Management

A decision was made by Trustees to move the charity's trading activities into a wholly owned subsidiary, Romney Marsh Community Hub Trading Limited, as it was necessary to register these activities for VAT. During the year, the trading of the two charity shops and The Hub on the Beach were recorded through this Company. The plan is that all profits generated through trading activities will be donated at the end of the year to the charity.

At Trustee meetings, the Charity's up to date financial activity against budget, cash flow and bank balances are presented and discussed. Any continuation funding for services which are provided using the Charity's free reserves are made at the annual Budget meeting.

The Chief Executive, together with her Senior Leadership Team, monitors the income and expenditure for each department at the end of every calendar month. If a department is not performing as predicted in the budget, any increase/decrease in activity that may require further discussion is reported at the next Trustee meeting.

The Board of Trustees have established a Finance Sub Committee whose formal role is to carry out a detailed review of the Charity's finances and risk management and fundraising and to report to each Trustee meeting. The Sub Committee also carries out a detailed review of the Annual Budget for approval by the Board of Trustees.

At the beginning of the financial year, a decision was taken to upgrade the financial systems and to move to a cloud-based accounting system allowing management to access information more freely. Unfortunately, several complications, not least difficulty in securing banking for the trading subsidiary that would allow integration into the new system, proved difficult. The establishment of the new system was subcontracted to a bureau, but over time proved expensive compared to the previous system. We continued to struggle to find a solution, which has resulted in a delay in producing these accounts, but with the recent hiring of a new suitably qualified accounting officer we have brought the accounts processing in house.

Monitoring the charity's activities - The Chief Executive provides a written report at every Trustee meeting, outlining the Charity's current activities and any future threats or opportunities. The number of Trustee meetings held in a year is 6 with Finance Sub-committee meeting held before each Trustee meeting.

Funding from statutory bodies comes with Key Performance Indicators. Reports to those bodies are provided as required by the agreements.

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2025**

FINANCIAL REVIEW

Fundraising activities and income generation

Fundraising activities for this year included:

- The decision to increase our 100 Club to a 1000 club
- 2 race nights which raised £2,900
- Our 3 fayres we hold annually raised £4,886
- Our volunteers ran Quiz Nights raising a total of £2,794
- We held a number of different events through the year, including Ladies Day Afternoon Tea, Michael Buble' Tribute, themed meals, Murder Mystery nights, Silent Disco, Beetle Drive, an art exhibition and craft table top sales. We raised a total of £3,942.
- One of our Supporters ran the equivalent of a marathon from Dungeness to Folkestone raising sponsorship income of £1225, plus another volunteered for a sponsored head shaving raising £504.
- Several local shops and businesses have now taken collection pots for the Hub and in the year 2024/25 we raised £3,983 from them.
- Our Sunflower charity shop in Rye, East Sussex continues to trade well despite an interruption brought about by a vandal attack on our front window while our new shop in New Romney High Street is showing promise for the future.
- Via The Big Give Scheme, we raised £6791 Including £3000 matched funding) which was used to give our garden in the centre at The Hub a complete makeover.

Again, this year, we successfully secured small grants from a number of funders including Kent Community Foundation, New Romney Town Council, Folkestone and Hythe District Council, Kent County Council, SEK, Active Kent and Medway, MacMillan and the Co-op. This funding paid for new equipment and subsidised some of our classes, plus funds to continue our Veterans Support Group, our Diabetes support group, and to provide Warm Hub again this year.

In addition to our small grants, we also successfully received substantial funding from: The National Lottery, HM Government Rural Transport support funding via Kent County Council, Henry Smith Trust, Little Cheyne Wind Farm, Kent County Council, Paula Carr, Edward Gosling, Garfield Weston, Grassroots via Folkestone Hythe District Council, HM Government Rural Prosperity Fund, and PC Phillips Foundation. These funds helped us to secure a new minibus, start planning for our Marsh Bee (previously known as Dial a Ride) Service, install solar panels at The Hub, and support our general running costs.

Reserves policy

The Trustees have reviewed the reserves of the charitable company and have established a policy under which the free reserves held by the charitable company, defined as unrestricted current assets less unrestricted current liabilities, should equate to 3 months of unrestricted expenditure on charitable activities that is approximately £145,000. This provides working capital and would enable the charitable company to continue operations in the event of a significant drop in funding long enough to reduce or cease its activities in an orderly manner.

In recognition of the more uncertain economic conditions comprising both a reduction in the number of local authority contracts and reduced grant funding the trustees intend to develop the charity's trading activities to help underwrite its ongoing costs.

As a result of our considerable roll out of new activities and venues during the year our reserves at year end were £32,578. Attention will be given to rebuilding these reserves within our strategic priority of building long term sustainable financing.

Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2025**

PLANS FOR FUTURE PERIODS

Given the significant changes in the charity's operations in the 24/25 financial year, the Trustees now look to consolidate our activities, while always being aware of new needs that we might be called upon to help meet.

Our Chief Executive represents the charity on a wide range of local and county-wide committees and organisations including The Romney Marsh Partnership, the local Integrated Care Partnership and the new Community Health initiative.

The Trustees attach great importance to these partnerships to ensure our voice, and that of our users, is heard and that we can have a hand in designing local services to ensure they meet the needs of the older population of Romney Marsh.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

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

Romney Marsh Community Hub is a company limited by guarantee, without share capital, incorporated on 18 March 2002 and registered as a charity on 12 August 2002.

The company was established under the Memorandum of Association, which sets out the objects and powers of the charity company and is governed by its Articles of Association.

During the year, the Trustees undertook a wide-ranging governance review which concluded that some administrative provisions within the Articles of Association, particularly those defining the members of the charity, the appointment of trustees, and the organisation of General Meetings would benefit from an update. New Articles of Association were approved by the Company in General Meeting on 30 January 2026 and will be filed at Companies House and Charities commission with these accounts.

Method of Appointment or Election of Trustees

Trustees with suitable expertise are recruited to assist the existing trustees to manage RMCH. It is envisaged that all Trustees will have an interest in older people and an understanding of the difficulties some face in maintaining a fulfilling life.

All of the Board of Trustees are also Directors of the limited company. In accordance with the Charity's existing Articles of Association, the Honorary Officers are re-elected each year and other members of the Board of Trustees retire in rotation. One third of members retire each year and are eligible for re-election. The Board of Trustees are entitled, as the members, to appoint new Trustees during the year.

Organisational Structure and Decision-Making Policies

The Trustees meet a minimum of six times each year. In the week prior to the meeting, Trustees are sent the Chair and Chief Executive's Report, which outlines the day-to-day operations of RMCH since the last meeting and key issues for consideration by the Board. These reports may also include specific decisions to be made by the Trustees. Any financial reports are also sent out one week prior to the meetings together with Minutes of the Finance Sub Committee which meets bi-monthly. Receiving reports prior to the meetings allows Trustees time to consider the content and request any further information they may require.

Trustees administer the Charity and company. The Trustees have adopted a formal Scheme of Delegation under which the Chief Executive manages the day-to-day operations of the charity's services. The Trustees are familiar with those activities and bear in mind Charity Commission guidance on public benefit when making decisions. To facilitate effective operations, the Chief Executive has delegated authority from the Trustees for operational matters including finance, employment of staff, recruitment of volunteers and the provision of services.

During the year, the Board of Trustees instituted a formal Strategic Review to identify the key issues confronting the elderly residents of our locality and the ways in which the charity would need to change to help them meet these challenges. A formal 5 Year Strategic Plan for 2024-2029 was published in October 2024 and will be formally reviewed in Q2 of 2026.

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2025**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Policies adopted for the induction and training of Trustees

A Prospective Trustee will first meet with the Chief Executive to undergo an orientation programme, as set out in the Trustee Induction Policy, which includes an introduction to how the charity operates its day-to-day activities. A Committee of any two trustees will then meet acting as a Nominations Committee who will meet with the Prospective Trustee and the Chief Executive. Before a final nomination for appointment is made to the Board a meeting with the Chair of Trustees will then take place. Links to relevant guidelines published by the Charity Commission, copies of Chief Executive Reports to Trustee meetings, and copies of previous minutes of Trustee meetings are provided. A Resolution for appointment as a Trustee will then be put to a meeting of Trustees and if appointed the trustee will then become a member.

New Trustees visit the RMCH site to meet staff, other trustees, volunteers and clients to familiarise themselves with those involved with the charity's work. Trustees are also encouraged to attend relevant training events.

Pay policy for key management personnel

Senior staff pay grades are compared to other local charity staff with similar responsibilities. Staff pay increases are based on the anticipated grant income charged for service income and the previous year's overall financial position. Any agreed percentage increase is awarded to all staff following the annual budget meeting, except when legislation, such as the minimum wage increase, is implemented and any consequential effect on differentials. At the beginning of the 24/25 financial year the Chief Executive Officer and her Deputy both waived their entitlement to a pay increase.

Related party relationships

There were no related party relationships.

Financial risk management

The Trustees have a risk management strategy/plan which comprises:

- An annual rolling programme to review the risks the Charity may face.
- The establishment of systems and procedures to mitigate those risks identified in the plan.
- The implementation of procedures designed to minimise any potential impact on the Charity should those risks materialise.

The key controls used by the Charity include:

- Formal agenda for the Trustee Meetings
- Detailed strategic planning, budgeting and management accounting
- Established organisational structure and lines of reporting
- Formal lines of reporting
- Clear authorisation and approval levels
- Register of risks

One of the key elements in the management of financial risk is the establishment of a Reserves Policy and a regular review process to ensure adequate long-term assurance of operational services.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

04396846 (England and Wales)

Registered Charity number

1093388

Registered office

Sunflower House
Rolfe Lane
New Romney
Kent
TN28 8JR

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2025**

Trustees

Mrs C J Waters
Mrs C Metcalfe
Ms V A Butt
N J McClure
R A Joynes
Ms A Clayson
Ms K M Gowing (appointed 13/8/2024)
Ms M Howard-Healy
Ms J D Oliver
Ms P Rolfe
P C Webb (appointed 1/7/2024)
M O'Connor (resigned 22/7/2024)

Independent Examiner

David Ashby FCCA
Gibbons Mannington & Phipps LLP
Chartered Accountants
Landgate Chambers
Rye
East Sussex
TN31 7LJ

Bankers

National Westminster Bank Plc
High Street
Ashford
Kent
TN24 8SH

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 31 March 2026 and signed on its behalf by:

N J McClure - Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ROMNEY MARSH COMMUNITY HUB

Independent examiner's report to the trustees of Romney Marsh Community Hub ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2025.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

David Ashby FCCA
The Association of Chartered Certified Accountants

Gibbons Mannington & Phipps LLP
Chartered Accountants
Landgate Chambers
Rye
East Sussex
TN31 7LJ

31 March 2026

ROMNEY MARSH COMMUNITY HUB

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 MARCH 2025

	Notes	Unrestricted funds £	Restricted funds £	2025 Total funds £	2024 Total funds £
INCOME AND ENDOWMENTS FROM					
Grants and donations	3	68,128	371,495	439,623	411,049
Charitable activities	6				
Day Centre		262,157	-	262,157	333,580
Other trading activities	4	26,421	-	26,421	24,025
Investment income	5	3,501	-	3,501	3,825
Other income		-	-	-	19,372
Total		360,207	371,495	731,702	791,851
EXPENDITURE ON					
Charitable activities	7				
Day Centre		577,777	272,902	850,679	779,335
NET INCOME/(EXPENDITURE)					
Transfers between funds	19	(217,570) 69,945	98,593 (69,945)	(118,977) -	12,516 -
Net movement in funds		(147,625)	28,648	(118,977)	12,516
RECONCILIATION OF FUNDS					
Total funds brought forward		945,260	16,703	961,963	949,447
TOTAL FUNDS CARRIED FORWARD		797,635	45,351	842,986	961,963

The notes form part of these financial statements

ROMNEY MARSH COMMUNITY HUB (REGISTERED NUMBER: 04396846)
**BALANCE SHEET
31 MARCH 2025**

	Notes	Unrestricted funds £	Restricted funds £	2025 Total funds £	2024 Total funds £
FIXED ASSETS					
Tangible assets	13	788,010	-	788,010	741,562
Investments	14	100	-	100	-
		788,110	-	788,110	741,562
CURRENT ASSETS					
Debtors	15	123,965	63,797	187,762	162,198
Cash at bank and in hand		12,571	55,568	68,139	167,231
		136,536	119,365	255,901	329,429
CREDITORS					
Amounts falling due within one year	16	(103,958)	(74,014)	(177,972)	(109,028)
NET CURRENT ASSETS		32,578	45,351	77,929	220,401
TOTAL ASSETS LESS CURRENT LIABILITIES		820,688	45,351	866,039	961,963
CREDITORS					
Amounts falling due after more than one year	17	(23,053)	-	(23,053)	-
NET ASSETS		797,635	45,351	842,986	961,963
FUNDS	19				
Unrestricted funds				797,635	945,260
Restricted funds				45,351	16,703
TOTAL FUNDS				842,986	961,963

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2025.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2025 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

BALANCE SHEET - continued
31 MARCH 2025

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

The financial statements were approved by the Board of Trustees and authorised for issue on 31 March 2026 and were signed on its behalf by:

N J McClure - Trustee

ROMNEY MARSH COMMUNITY HUB

CASH FLOW STATEMENT FOR THE YEAR ENDED 31 MARCH 2025

	Notes	2025 £	2024 £
Cash flows from operating activities			
Cash generated from operations	1	(47,025)	(28,006)
Interest element of hire purchase payments paid		(1,253)	-
Net cash used in operating activities		(48,278)	(28,006)
Cash flows from investing activities			
Purchase of tangible fixed assets		(85,488)	(50,296)
Purchase of fixed asset investments		(100)	-
Sale of tangible fixed assets		-	19,600
Interest received		3,501	3,825
Net cash used in investing activities		(82,087)	(26,871)
Cash flows from financing activities			
Capital repayments in year		31,273	-
Net cash provided by financing activities		31,273	-
Change in cash and cash equivalents in the reporting period		(99,092)	(54,877)
Cash and cash equivalents at the beginning of the reporting period		167,231	222,108
Cash and cash equivalents at the end of the reporting period		68,139	167,231

The notes form part of these financial statements

**NOTES TO THE CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 MARCH 2025**
**1. RECONCILIATION OF NET (EXPENDITURE)/INCOME TO NET CASH FLOW FROM
OPERATING ACTIVITIES**

	2025 £	2024 £
Net (expenditure)/income for the reporting period (as per the Statement of Financial Activities)	(118,977)	12,516
Adjustments for:		
Depreciation charges	39,040	37,224
Profit on disposal of fixed assets	-	(19,372)
Interest received	(3,501)	(3,825)
Interest element of hire purchase and finance lease rental payments	1,253	-
Increase in debtors	(25,564)	(135,284)
Increase in creditors	60,724	80,735
Net cash used in operations	<u>(47,025)</u>	<u>(28,006)</u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1/4/24 £	Cash flow £	At 31/3/25 £
Net cash			
Cash at bank and in hand	167,231	(99,092)	68,139
	<u>167,231</u>	<u>(99,092)</u>	<u>68,139</u>
Debt			
Finance leases	-	(31,273)	(31,273)
	-	(31,273)	(31,273)
Total	<u>167,231</u>	<u>(130,365)</u>	<u>36,866</u>

1. STATUTORY INFORMATION

Romney Marsh Community Hub is a charitable private company, limited by guarantee, registered in England and Wales. The company's registration number, charity registration number and registered office can be found in the Report of the Trustees.

2. 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, with the exception of investments which are included at market value.

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. Any incoming resources received in an accounting period that relate exclusively to future years are deferred on the balance sheet.

Grants that do not specify any future performance-related conditions are recorded when the grant proceeds are received or receivable. Any grant that imposes specified future performance-related conditions is recognised only when the performance-related conditions are met. Grants received before the revenue recognition criteria are satisfied are recognised as a liability.

EXPENDITURE

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

TANGIBLE FIXED ASSETS

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

Freehold property	- 1% on cost
Improvements to property	- 5% on cost
Equipment	- 15% on reducing balance
Fixtures and fittings	- 25% on reducing balance
Minibuses and motor vehicles	- 25% on reducing balance

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 2025
2. ACCOUNTING POLICIES - continued
HIRE PURCHASE AND LEASING COMMITMENTS

The interest element of these obligations is charged to the Statement of Financial Activities over the relevant period. The capital element of the future payments is treated as a liability.

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

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.

DEBTORS

Trade and other debtors are recognised at the settlement amount due after any discount offered. Prepayments are valued at the amount prepaid at the year end after taking account of any discount due.

CREDITORS AND PROVISIONS

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any discounts due.

3. GRANTS AND DONATIONS

	2025	2024
	£	£
Donations	50,044	30,530
Gift aid	2,492	147
Grants	387,087	380,372
	439,623	411,049

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

	2025	2024
	£	£
Grants	387,087	380,372

4. OTHER TRADING ACTIVITIES

	2025	2024
	£	£
Fundraising events	-	922
Cafe income	26,421	23,103
	26,421	24,025

ROMNEY MARSH COMMUNITY HUB

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2025

5. INVESTMENT INCOME

	2025 £	2024 £
Deposit account interest	<u>3,501</u>	<u>3,825</u>

6. INCOME FROM CHARITABLE ACTIVITIES

	2025 £	2024 £
Charitable activities	<u>262,157</u>	<u>333,580</u>

7. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 8) £	Totals £
Day Centre	<u>140,226</u>	<u>710,453</u>	<u>850,679</u>

8. SUPPORT COSTS

	Management £	Finance £	Governance costs £	Totals £
Day Centre	<u>685,893</u>	<u>4,181</u>	<u>20,379</u>	<u>710,453</u>

9. NET INCOME/(EXPENDITURE)

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

	2025 £	2024 £
Depreciation - owned assets	<u>39,040</u>	37,225
Other operating leases	<u>4,484</u>	19,143
Surplus on disposal of fixed assets	-	(19,372)
Independent examination and accounts	<u>3,708</u>	<u>1,808</u>

10. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2025 nor for the year ended 31 March 2024.

TRUSTEES' EXPENSES

There were no trustees' expenses paid for the year ended 31 March 2025 nor for the year ended 31 March 2024.

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2025

11. STAFF COSTS

	2025	2024
	£	£
Wages and salaries	478,794	446,957
Social security costs	26,589	21,699
Other pension costs	7,474	6,646
	<u>512,857</u>	<u>475,302</u>

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

	2025	2024
	30	30
Day Centre	<u>30</u>	<u>30</u>

There are no employees who received total employee benefits (excluding employer pension costs) of more than £60,000.

12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Grants and donations	30,680	380,369	411,049
Charitable activities			
Day Centre	333,580	-	333,580
Other trading activities	24,025	-	24,025
Investment income	3,825	-	3,825
Other income	19,372	-	19,372
Total	<u>411,482</u>	<u>380,369</u>	<u>791,851</u>
EXPENDITURE ON			
Charitable activities			
Day Centre	446,193	333,142	779,335
NET INCOME/(EXPENDITURE)	(34,711)	47,227	12,516
Transfers between funds	65,244	(65,244)	-
Net movement in funds	30,533	(18,017)	12,516
RECONCILIATION OF FUNDS			
Total funds brought forward	914,730	34,717	949,447
TOTAL FUNDS CARRIED FORWARD	<u>945,263</u>	<u>16,700</u>	<u>961,963</u>

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2025
13. TANGIBLE FIXED ASSETS

	Freehold property £	Improvements to property £	Equipment £
COST			
At 1 April 2024	803,372	-	47,250
Additions	-	29,500	5,014
At 31 March 2025	803,372	29,500	52,264
DEPRECIATION			
At 1 April 2024	162,468	-	21,436
Charge for year	7,723	123	4,402
At 31 March 2025	170,191	123	25,838
NET BOOK VALUE			
At 31 March 2025	633,181	29,377	26,426
At 31 March 2024	640,904	-	25,814

	Fixtures and fittings £	Minibuses and motor vehicles £	Computer equipment £	Totals £
COST				
At 1 April 2024	41,620	119,463	-	1,011,705
Additions	-	48,784	2,190	85,488
At 31 March 2025	41,620	168,247	2,190	1,097,193
DEPRECIATION				
At 1 April 2024	31,908	54,331	-	270,143
Charge for year	2,429	24,302	61	39,040
At 31 March 2025	34,337	78,633	61	309,183
NET BOOK VALUE				
At 31 March 2025	7,283	89,614	2,129	788,010
At 31 March 2024	9,712	65,132	-	741,562

14. FIXED ASSET INVESTMENTS

	Shares in group undertakin £
MARKET VALUE	
Additions	100
NET BOOK VALUE	
At 31 March 2025	100
At 31 March 2024	-

There were no investment assets outside the UK.

ROMNEY MARSH COMMUNITY HUB

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2025

14. FIXED ASSET INVESTMENTS - continued

The company's investments at the balance sheet date in the share capital of companies include the following:

Romney Marsh Community Hub Trading Ltd (Company number: 15570646)

Registered office: Sunflower House, Rolfe Lane, New Romney, Kent, TN28 8JR

Nature of business: Operation of charity shops and trading

Class of share:	% holding
Ordinary	100

	31/3/25	17/3/24
	£	£
Aggregate capital and reserves	(82,257)	-
Loss for the period/year	(82,357)	-

15. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2025	2024
	£	£
Trade debtors	19,018	17,934
Other debtors	161,338	133,298
Prepayments	7,406	10,966
	<u>187,762</u>	<u>162,198</u>

16. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2025	2024
	£	£
Hire purchase (see note 18)	8,220	-
Trade creditors	17,621	14,158
Social security and other taxes	9,733	6,573
Other creditors	135,169	83,114
Accrued expenses	7,229	5,183
	<u>177,972</u>	<u>109,028</u>

17. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	2025	2024
	£	£
Hire purchase (see note 18)	23,053	-

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2025
18. LEASING AGREEMENTS

Minimum lease payments fall due as follows:

	Hire purchase contracts	
	2025	2024
	£	£
Gross obligations repayable:		
Within one year	10,336	-
Between one and five years	28,384	-
	38,720	-
Finance charges repayable:		
Within one year	2,116	-
Between one and five years	5,331	-
	7,447	-
Net obligations repayable:		
Within one year	8,220	-
Between one and five years	23,053	-
	31,273	-
	Non-cancellable operating leases	
	2025	2024
	£	£
Within one year	29,875	15,492
Between one and five years	74,401	20,900
In more than five years	419	-
	104,695	36,392

ROMNEY MARSH COMMUNITY HUB

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2025

19. MOVEMENT IN FUNDS

	At 1/4/24 £	Net movement in funds £	Transfers between funds £	At 31/3/25 £
Unrestricted funds				
General fund	203,698	(178,530)	(15,543)	9,625
Fixed assets	741,562	(39,040)	85,488	788,010
	945,260	(217,570)	69,945	797,635
Restricted funds				
Wellbeing Contract	6,217	(6,217)	-	-
Hub	486	(486)	-	-
Assets	-	84,945	(69,945)	15,000
Admin	10,000	(10,000)	-	-
Volunteer	-	11,667	-	11,667
Dementia	-	11,667	-	11,667
Information and Advice	-	7,017	-	7,017
	16,703	98,593	(69,945)	45,351
TOTAL FUNDS	961,963	(118,977)	-	842,986

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	360,207	(538,737)	(178,530)
Fixed assets	-	(39,040)	(39,040)
	360,207	(577,777)	(217,570)
Restricted funds			
Wellbeing Contract	91,794	(98,011)	(6,217)
Hub	3,000	(3,486)	(486)
Assets	86,945	(2,000)	84,945
Admin	5,000	(15,000)	(10,000)
Volunteer	25,000	(13,333)	11,667
Dementia	100,498	(88,831)	11,667
Marsh Bee	9,283	(9,283)	-
Information and Advice	42,100	(35,083)	7,017
Peer Support - SEK	7,875	(7,875)	-
	371,495	(272,902)	98,593
TOTAL FUNDS	731,702	(850,679)	(118,977)

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2025

19. MOVEMENT IN FUNDS - continued**Comparatives for movement in funds**

	At 1/4/23 £	Net movement in funds £	Transfers between funds £	At 31/3/24 £
Unrestricted funds				
General fund	186,011	2,511	15,176	203,698
Fixed assets	728,719	(37,225)	50,068	741,562
	<u>914,730</u>	<u>(34,714)</u>	<u>65,244</u>	<u>945,260</u>
Restricted funds				
CEO Support	2,500	(2,500)	-	-
Wellbeing Contract	-	6,217	-	6,217
Hub	13,010	(12,524)	-	486
Assets	-	65,244	(65,244)	-
Admin	-	10,000	-	10,000
Volunteer	10,500	(10,500)	-	-
Dementia	8,707	(8,707)	-	-
	<u>34,717</u>	<u>47,230</u>	<u>(65,244)</u>	<u>16,703</u>
TOTAL FUNDS	<u>949,447</u>	<u>12,516</u>	<u>-</u>	<u>961,963</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	411,482	(408,971)	2,511
Fixed assets	-	(37,225)	(37,225)
	<u>411,482</u>	<u>(446,196)</u>	<u>(34,714)</u>
Restricted funds			
CEO Support	-	(2,500)	(2,500)
Wellbeing Contract	109,470	(103,253)	6,217
Hub	-	(12,524)	(12,524)
Assets	65,244	-	65,244
Admin	105,666	(95,666)	10,000
Volunteer	17,500	(28,000)	(10,500)
Dementia	79,489	(88,196)	(8,707)
Community Meals	3,000	(3,000)	-
	<u>380,369</u>	<u>(333,139)</u>	<u>47,230</u>
TOTAL FUNDS	<u>791,851</u>	<u>(779,335)</u>	<u>12,516</u>

Wellbeing - We received £91,794 from Kent County Council via a long term contract with Social Enterprise Kent to provide wellness and wellbeing services in the community.

Hub - We received £3,000 via Folkestone Hythe District Council as the final part of a 3 year UK Shared Prosperity Fund.

19. MOVEMENT IN FUNDS - continued

Assets - We received a grant via Kent County Council from HM Government Rural Transport scheme to buy vehicles and pay start up costs of the Marsh Bee Dial a Ride service, we received £29,500 from Folkestone Hythe District Council under HM Government Rural Prosperity Fund to pay for solar panels that were installed on the roof of The Hub at Rolfe Lane, we received £2,000 from Romney Marsh Rotary which allowed us to replace the fencing around The Hub at Rolfe Lane, improving security and we received £2,000 from The Masonic Centre at Dymchurch which allowed us to install a video screen and soundbar into The Hub at Rolfe Lane.

Admin - We received £5,000 from Folkestone Hythe District Council to pay core costs.

Volunteer - We received £20,000 from The National Lottery to pay for our volunteer manager and £5,000 from Kent Community Foundation to cover volunteer connector costs.

Dementia - We continued to receive funding via Age UK Herne Bay to hire full time Dementia Coordinators and a part time Dementia organiser. In addition, we received £3,774 from Skipton Building Society.

Marsh Bee - In addition to the funding via KCC we received £4,200 from Kent and Medway NHS Social Care Partnership Trust towards costs of taking patients to their hospital appointments.

Information and Advice - We received £42,100 from The Henry Smith Trust.

Peer Support - We received £4,000 from Social Enterprise Kent and £3,875 from Macmillan Cancer Support to help fund our peer support activities.

TRANSFERS BETWEEN FUNDS

The transfers between funds are in relation to restricted funds that have been received in order to purchase fixed assets. Fixed assets are held as unrestricted assets in the financial statements.

20. CONTINGENT LIABILITIES

The charity received grants totalling £160,000 towards the construction of the Day Centre from Kent County Council and Folkestone and Hythe Council (formerly Shepway District Council) in 1994/95. In the unlikely event that the property ceases to be a day care centre or the freehold is sold with no replacement facility being acquired, the aforementioned grants will become immediately refundable in full.

21. RELATED PARTY DISCLOSURES

Romney Marsh Community Hub Trading Ltd (Company Number: 15570646) is a wholly owned subsidiary of Romney Marsh Community Hub.

At the end of the accounting period, there was an amount owed by Romney Marsh Community Hub Trading Ltd of £86,030.

22. COMPANY GUARANTORS

The extent of each guarantee is limited to £1. The company guarantors are the serving trustees.

Accounts

REGISTERED COMPANY NUMBER: 04396846 (England and Wales)
REGISTERED CHARITY NUMBER: 1093388

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024
FOR
ROMNEY MARSH COMMUNITY HUB

Gibbons Mannington & Phipps LLP
Chartered Accountants
Landgate Chambers
Rye
East Sussex
TN31 7LJ

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We began the year by welcoming our new Chief Executive Liz Taylor. While it was her first executive leadership role Liz quickly settled in and has worked tirelessly to promote the activities of The Hub.

Liz has joined local groups including The Romney Marsh Partnership and the Integrated Care Groups for Romney Marsh and Folkestone and Hythe District to ensure that we have a voice in matters affecting our local elderly community. She has also joined with our local Consortium partners to seek new contract opportunities with health and welfare commissioning groups.

Being the only charity solely focussed on the health and welfare of the elderly population in the 100 square miles of Romney Marsh we have a clear focus and accordingly have become the default destination for our local Councils when they are looking to solve problems affecting our clients.

Post Covid our local PCN identified a particular problem with Cancer detection rates on Romney Marsh. They ascribed the problem to patients missing their Scan appointments at local hospitals because of difficulty and expense of travel. With money available to Kent County Council from HM Government we were approached in late 2023 to see if we would be willing to organise and manage a Dial a Ride service across Romney Marsh to make sure elderly patients could make their GP and Patient appointments. We agreed to apply for funding and we were delighted to be awarded funding.

Neil McClure
Chair of Trustees

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2024

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2024. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Policies and objectives

The Charity's object is to promote the care of over 50 year old residents, in any matter which is now or in the future deemed by law to be charitable, within the Folkestone and Hythe District Council area of Romney Marsh.

Volunteers

As a charity we rely on the support of all of our volunteers who give their time and expertise freely. We have a range of volunteer roles.

Our Wellbeing volunteers run the Pop In café in the Hub, support the Wellbeing team to provide activities and companionship to our Day Support clients. Volunteers act as chaperones on the transport we provide. We have a core of volunteers who assist in the delivery of Community Meals.

Assisting in the charity shops in Rye and New Romney have provided valuable work experience for students and some have stayed to continue with the volunteering. Our reception staff are supported by our volunteers and we have a group of volunteers with specialist interests or experience who support our walking group, craft group and peer support groups.

In 2023/2024 we received 9,887 hours support from 90 volunteers.

Our dedicated Volunteer Connector worked hard with the Volunteers and the staff to ensure we achieved the Investing in Volunteers quality standard.

Main activities undertaken to further the Charity's purposes for the public benefit

All our charitable activities focus on the needs of older people and are undertaken to further our charitable purposes for the public benefit. At Romney Marsh Community Hub we have two groups of service users; those that are over 50 and active older people and those that are in their late 70s and above who are less active and need more traditional support. Many of the wards that our service users live in are in the bottom third of the most disadvantaged communities in the UK, with access to services featuring as a particular hardship in these areas.

The community hub building is the core of our organisation, but we also run a range of activities and outreach services in the community. Services provided include:

- A day service at The Hub for older people where they can access a range of activities and special interest groups, as well as a hot meal at lunch time
- Information and advice
- Community dining
- Home support with domestic cleaning
- Wellbeing classes and groups
- Peer Support Groups for Dementia, Diabetes and Cancer
- Veterans Support Group
- Foot and Ear Clinics
- Memory Cafes for people affected by Dementia

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2024

ACHIEVEMENT AND PERFORMANCE

Key performance indicators

Financial management: At Trustee meetings the Charity's up to date financial activity against budget, cash flow and bank balances are presented by the Treasurer. Any continuation funding for services which are provided using the Charity's free reserves are made at the annual Budget meeting.

The Chief Officer alongside the Head of Finance monitors the income and expenditure for each department at the end of every calendar month. If a department is not performing as predicted in the budget, any increase/decrease in activity that may require further discussion is reported at the next Trustee meeting.

The Board of Trustees have established a Finance Sub Committee, chaired by The Treasurer, with a formal role to carry out a detailed review of the Charity's finances and risk management and fundraising and to report to each Trustee meeting. The Sub Committee also carries out a detailed review of the Annual Budget for approval by the Board of Trustees.

Monitoring the charity's activities: The Chief Officer provides a written report at every Trustee meeting, outlining the Charity's current activities and any future threats or opportunities. The number of Trustee meetings held in a year is 6 with a Finance Sub committees meeting held before each Trustee meeting.

Funding from statutory bodies comes with Key Performance Indicators. Reports to those bodies are provided as required by the agreements.

Review of activities

Day support service: We offer Day Support Services on a Tuesday, Wednesday and Thursday. We provide transport to the centre, so that people can participate in our day support service; this is mainly attended by people aged over 70. Our service users take part in activities, including quizzes, interest groups, art sessions, reminiscence and chair-based exercise. They also have a hot meal in our restaurant at lunchtime, followed by an endorphin raising activity like Bingo before they go home. They have the option of taking home a packed tea. We had a total of 2,169 attendances for the year 2023/24, with 1,335 of those using our transport.

Information and advice service: We provide confidential one to one appointments and phone calls in the Hub and out in the community to anyone who needs support. There were 1,377 phone calls made, and 2,506 contacts made with people who accessed this service, which is aimed at helping them to retain their independence. We supported individuals to review and maximise their benefits (so that they could pay for more support at home), obtain blue badges, access hardship payments and much more.

Community dining: We offer hot lunches and a sandwich tea via a home delivery service to people across The Marsh five days a week (we provide frozen meals for the evenings and weekends). These are meals that we prepare on site in our kitchen. The service also provides a welfare check on individuals, offering their families peace of mind. This is a very popular service, we delivered 7,564 meals during this financial year.

Home support service: Many of our service users want to remain in their own homes, but they need some extra support to do this. Our staff helped with domestic chores and shopping on 1,858 occasions this year.

Wellbeing classes and activities: The wellbeing and wellness contract started in April 2021. This service provides opportunities for older people to take part in exercise classes and activity groups held in the Hub. In this financial year we introduced more activities as requested by our service users. In the 2023/2024 year we had a total of 8,750 attendances at our classes and activities.

Our varied range of activities and classes now include: seated exercise, seated Tai Chi, Pilates, Yoga, Fitness, Tai Chi, Line Dancing, Walking, Singing, Craft, Art and Games.

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2024

Fundraising activities and income generation

Fundraising activities for this year included:

- The continuation of our 100 club
- 2 race nights which raised £2,045.68
- Our 3 fayres we hold annually which raised £3,765.57
- Our volunteers ran 4 Quiz Nights raising a total of £1,618.59
- We held a number of themed lunches through the year, including: Coronation, Pie Day Friday and St Patrick's Day. We raised a total of £1,965.56.
- In August our Wellbeing team embarked on a Tour De France challenge and cycled the equivalent of New Romney to Paris and back, raising £944.16.
- A number of local shops and businesses have now taken collection pots for the Hub and in the year 2023/24 we raised £2,791.59 from them.
- Our Sunflower charity shop in Rye, East Sussex and our shop in New Romney High Street are trading well and providing a significant profit to support our charitable activities.

We successfully secured small grants from a number of funders including Kent Community Foundation, New Romney Town Council, Folkestone and Hythe District Council, Kent County Council, SEK, Whitehead Monkton, Active Kent and Medway, Cole Trust, Inman Charity, and B&Q. This funding paid for new chairs, a refrigerated counter display unit, a new commercial fryer, exercise equipment, funds to continue our Ex Armed services group and funds to provide Warm Hub again this year.

In addition to our small grants we also successfully received substantial funding from: The National Lottery, Little Chayne Wind Farm, Kent County Council, Paula Carr, Edward Gosling, Garfield Weston and PC Phillips Foundation. These funds helped us to secure a new mini bus, start planning for our Dial a Ride Service and support our general running costs.

FINANCIAL REVIEW

Reserves policy

The Trustees have reviewed the reserves of the charitable company and have established a policy under which the free reserves held by the charitable company should be approximately three months of the annual resources expended, that is approximately £120,000. This provides working capital and would enable the charitable company to continue operations in the event of a significant drop in funding long enough to reduce or cease its activities in an orderly manner.

We had approximately 8 months of reserves by the end of the financial year. As we move away from reliance on local government financed support to having to generate funds from third party grant giving organisations it is inevitable that we may record small deficits for the next year or two, but Trustees are well aware of the long term need to balance income and expenditure.

Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

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

Romney Marsh Community Hub is a company limited by guarantee, without share capital, incorporated on 18 March 2002 and registered as a charity on 12 August 2002.

The company was established under the memorandum of association, which sets out the objects and powers of the charity company and is governed by its Articles of Association.

The Charity is constituted under a Memorandum of Association dated 11 March 2002.

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2024

STRUCTURE, GOVERNANCE AND MANAGEMENT

Method of appointment or election of Trustees

Trustees with suitable expertise are recruited to assist the existing trustees to manage RMCH. It is envisaged that all Trustees will have an interest in older people and an understanding of the difficulties some face in maintaining a fulfilling life.

All of the Board of Trustees are also Directors of the limited company. In accordance with the Charity's Articles of Association, the Honorary Officers are re-elected each year and other members of the Board of Trustees retire in rotation. One third of members retire each year and are eligible for re-election. The Board of Trustees are entitled, as members, to appoint new Trustees during the year. This is then ratified at the annual general meeting.

Organisational structure and decision-making policies

The Trustees meet a minimum of six times each year. One week prior to the meeting, Trustees are sent the Chair and Chief Officer's Report, which outlines the day-to-day operations of RMCH since the last meeting and key issues for consideration by the Board. These reports may also include specific decisions to be made by the Trustees. Any financial reports are also sent out one week prior to the meetings together with Minutes of the Finance Sub Committee. Receiving reports prior to the meetings allows Trustees time to consider the content and request any further information they may require.

Trustees administer the Charity and company. The Trustees have adopted a formal Scheme of Delegation under which the Chief Officer manages the day-to-day operations of the charity's services. The Trustees are familiar with those activities and bear in mind Charity Commission guidance on public benefit when making decisions. To facilitate effective operations, the Chief Officer has delegated authority from the Trustees for operational matters including finance, employment of staff, recruitment of volunteers and the provision of services.

During the year the Board of Trustees instituted a formal Strategic Review to identify the key issues confronting the elderly residents of our locality and the ways in which the charity would need to change to help them meet these challenges. A formal 5 Year Strategic Plan will be published in late 2024.

Policies adopted for the induction and training of Trustees

New trustees undergo an orientation programme, as set out in the Trustee Induction Policy, which includes meeting the Chief Officer and an existing Trustee to discuss how the charity operates its day-to-day activities. Links to relevant guidelines published by the Charity Commission, copies of Chief Officer Reports to Trustee meetings, and copies of previous minutes of Trustee meetings are provided. New Trustees visit the RMCH site to meet staff, other trustees, volunteers and clients to familiarise themselves with those involved with the charity's work. Trustees are also encouraged to attend relevant training events.

Pay policy for key management personnel

Senior staff pay grades are compared to other local charity staff with similar responsibilities. Staff pay increases are based on the anticipated grant income charged for service income and the previous year's overall financial position. Any agreed percentage increase is awarded to all staff following the annual budget meeting, except when legislation, such as the minimum wage increase, is implemented and any knock-on effect on differentials.

Related party relationships

There were no party related relationships.

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2024

STRUCTURE, GOVERNANCE AND MANAGEMENT

Financial risk management

The Trustees have a risk management strategy/plan which comprises:

- An annual rolling programme to review the risks the Charity may face.
- The establishment of systems and procedures to mitigate those risks identified in the plan.
- The implementation of procedures designed to minimise any potential impact on the Charity should those risks materialise.

The key controls used by the Charity include:

- Formal agenda for the Trustee Meetings
- Detailed strategic planning, budgeting and management accounting
- Established organisational structure and lines of reporting
- Formal lines of reporting
- Clear authorisation and approval levels
- Register of risks

One of the key elements in the management of financial risk is the establishment of a Reserves Policy and a regular review process to ensure adequate long-term assurance of operational services.

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2024

STRUCTURE, GOVERNANCE AND MANAGEMENT

Plans for future periods - The coming year

With the resignation of our Chief Executive Jon Wilson BEM in March 2023 and the appointment of his replacement Liz Taylor in May 2023 a new leadership group was constituted including the Operations Manager Derek Ruby.

While we had not anticipated having a full time Chief Executive and full time Operations Manager as things has evolved this has provided a flexibility of operations which has allowed the Charity to take opportunities as they arose and to implement at speed.

In 2024/25 alongside the development of a formal 5 year strategy to be published in October 2024 we are planning a number of significant additions to our activities in part to address our funding needs and in part to provide services away from our main Hub in New Romney

In March 2024 we signed an agreement with Kent County Council to launch a Dial a Ride service across Romney Marsh for those unable to make their GP or Hospital appointments. The Marsh Bee service will launch in early October and if successful we hope to expand it to provide a wider range of destinations eg travel hubs, for elderly residents of Romney Marsh living in isolated locations.

In August 2024 we opened The Hub on the Beach, at Coastal Drive Greatstone. This provides a café facility overlooking the beach and a community space where we can expand our range of activities including exercise and wellness classes

As our Sunflower charity shop in Rye became more successful we reached the VAT registration limits. In order to accommodate this we have established a VAT registered trading subsidiary which will pass all trading profits to support the charity's activities. Within this subsidiary we have opened a new shop in New Romney High Street and have recently signed the lease on a second much larger shop in a prime location. The profits from our trading activities are key elements in our strategy to diversify our income.

Trustee priorities for the Charity continue to be:

- Improving Health & Wellbeing through the implementation of the KCC contract in partnership with Social Enterprise Kent
- Preventing Loneliness and Isolation
- Providing practical help at home
- Informing and empowering older people
- Improving infrastructure and support for volunteers
- Making the Hub a centre for the local community and widening its use. One example of this has been the installation of an automatic launderette by the front door of The Hub which is already being well used and generating additional funds
- Improving our efficiency and fiscal sustainability
- The launch of a Legacy giving campaign to generate additional financial resources.

A Full 5 year Strategic Plan for the Charity will be published in October 2024.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number
04396846 (England and Wales)

Registered Charity number
1093388

Registered office
Sunflower House
Rolfe Lane
New Romney
Kent
TN28 8JR

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2024

Trustees

R F Constable (resigned 5/7/2023)
Cllr Mrs C J Waters
Cllr Mrs C Metcalfe
Ms V A Butt
Ms W P Richley (resigned 7/12/2023)
N J McClure
R A Joynes (appointed 27/6/2023)
Miss E Taylor (appointed 25/6/2023) (resigned 24/7/2023)
Ms A Clayson (appointed 3/11/2023)
Ms K M Gowing (appointed 13/8/2024)
Ms M Howard-Healy (appointed 25/3/2024)
Ms J D Oliver (appointed 3/11/2023)
Ms P Rolfe (appointed 3/11/2023)
P C Webb (appointed 1/7/2024)
Ms C Cooper (appointed 3/11/2023) (resigned 7/12/2023)
Ms P Lefevre-Jones (appointed 3/11/2023) (resigned 7/12/2023)
M O'Connor (appointed 3/11/2023) (resigned 22/7/2024)

Independent Examiner

David Ashby FCCA
Gibbons Mannington & Phipps LLP
Chartered Accountants
Landgate Chambers
Rye
East Sussex
TN31 7LJ

Bankers

National Westminster Bank Plc
High Street
Ashford
Kent
TN24 8SH

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 20 December 2024 and signed on its behalf by:

N J McClure - Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
ROMNEY MARSH COMMUNITY HUB

Independent examiner's report to the trustees of Romney Marsh Community Hub ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2024.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

David Ashby FCCA
The Association of Chartered Certified Accountants

Gibbons Mannington & Phipps LLP
Chartered Accountants
Landgate Chambers
Rye
East Sussex
TN31 7LJ

23 December 2024

ROMNEY MARSH COMMUNITY HUB

STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2024

		Unrestricted funds £	Restricted funds £	2024 Total funds £	2023 Total funds £
	Notes				
INCOME AND ENDOWMENTS FROM					
Grants and donations	3	30,680	380,369	411,049	329,296
Charitable activities	6				
Day Centre		333,580	-	333,580	276,815
Other trading activities	4	24,025	-	24,025	1,332
Investment income	5	3,825	-	3,825	1,717
Other income		19,372	-	19,372	1,500
Total		<u>411,482</u>	<u>380,369</u>	<u>791,851</u>	<u>610,660</u>
EXPENDITURE ON					
Charitable activities	7				
Day Centre		<u>446,193</u>	<u>333,142</u>	<u>779,335</u>	<u>675,763</u>
NET INCOME/(EXPENDITURE)					
Transfers between funds	17	(34,711) <u>65,244</u>	47,227 <u>(65,244)</u>	12,516 <u>-</u>	(65,103) <u>-</u>
Net movement in funds		30,533	(18,017)	12,516	(65,103)
RECONCILIATION OF FUNDS					
Total funds brought forward		914,730	34,717	949,447	1,014,550
TOTAL FUNDS CARRIED FORWARD		<u><u>945,263</u></u>	<u><u>16,700</u></u>	<u><u>961,963</u></u>	<u><u>949,447</u></u>

The notes form part of these financial statements

BALANCE SHEET
31 MARCH 2024

	Notes	Unrestricted funds £	Restricted funds £	2024 Total funds £	2023 Total funds £
FIXED ASSETS					
Tangible assets	13	741,562	-	741,562	728,719
CURRENT ASSETS					
Debtors	14	96,739	65,459	162,198	26,914
Cash at bank and in hand		134,465	32,766	167,231	222,108
		<u>231,204</u>	<u>98,225</u>	<u>329,429</u>	<u>249,022</u>
CREDITORS					
Amounts falling due within one year	15	(27,506)	(81,522)	(109,028)	(28,294)
		<u>203,698</u>	<u>16,703</u>	<u>220,401</u>	<u>220,728</u>
NET CURRENT ASSETS					
		<u>203,698</u>	<u>16,703</u>	<u>220,401</u>	<u>220,728</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>945,260</u>	<u>16,703</u>	<u>961,963</u>	<u>949,447</u>
NET ASSETS		<u>945,260</u>	<u>16,703</u>	<u>961,963</u>	<u>949,447</u>
FUNDS	17				
Unrestricted funds				945,260	914,730
Restricted funds				16,703	34,717
TOTAL FUNDS				<u>961,963</u>	<u>949,447</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2024.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2024 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

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

The financial statements were approved by the Board of Trustees and authorised for issue on 20 December 2024 and were signed on its behalf by:

N J McClure - Trustee

ROMNEY MARSH COMMUNITY HUB

CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 MARCH 2024

	Notes	2024 £	2023 £
Cash flows from operating activities			
Cash generated from operations	1	<u>(28,006)</u>	<u>(38,263)</u>
Net cash used in operating activities		<u>(28,006)</u>	<u>(38,263)</u>
Cash flows from investing activities			
Purchase of tangible fixed assets		(50,296)	(47,776)
Sale of tangible fixed assets		19,600	1,500
Interest received		<u>3,825</u>	<u>1,717</u>
Net cash used in investing activities		<u>(26,871)</u>	<u>(44,559)</u>
Change in cash and cash equivalents in the reporting period		<u>(54,877)</u>	<u>(82,822)</u>
Cash and cash equivalents at the beginning of the reporting period		<u>222,108</u>	<u>304,930</u>
Cash and cash equivalents at the end of the reporting period		<u><u>167,231</u></u>	<u><u>222,108</u></u>

The notes form part of these financial statements

NOTES TO THE CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 MARCH 2024

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

	2024 £	2023 £
Net income/(expenditure) for the reporting period (as per the Statement of Financial Activities)	12,516	(65,103)
Adjustments for:		
Depreciation charges	37,224	30,185
Profit on disposal of fixed assets	(19,372)	(1,500)
Interest received	(3,825)	(1,717)
(Increase)/decrease in debtors	(135,284)	1,030
Increase/(decrease) in creditors	80,735	(1,158)
Net cash used in operations	<u>(28,006)</u>	<u>(38,263)</u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1/4/23 £	Cash flow £	At 31/3/24 £
Net cash			
Cash at bank and in hand	222,108	(54,877)	167,231
	<u>222,108</u>	<u>(54,877)</u>	<u>167,231</u>
Total	<u>222,108</u>	<u>(54,877)</u>	<u>167,231</u>

1. STATUTORY INFORMATION

Romney Marsh Community Hub is a charitable private company, limited by guarantee, registered in England and Wales. The company's registration number, charity registration number and registered office can be found in the Report of the Trustees.

2. 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. Any incoming resources received in an accounting period that relate exclusively to future years are deferred on the balance sheet.

Grants that do not specify any future performance-related conditions are recorded when the grant proceeds are received or receivable. Any grant that imposes specified future performance-related conditions is recognised only when the performance-related conditions are met. Grants received before the revenue recognition criteria are satisfied are recognised as a liability.

EXPENDITURE

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

TANGIBLE FIXED ASSETS

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

Freehold property	- 1% on cost
Equipment	- 15% on reducing balance
Fixtures and fittings	- 25% on reducing balance
Minibuses	- 25% on reducing balance

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.

2. ACCOUNTING POLICIES - continued

HIRE PURCHASE AND LEASING COMMITMENTS

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

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.

DEBTORS

Trade and other debtors are recognised at the settlement amount due after any discount offered. Prepayments are valued at the amount prepaid at the year end after taking account of any discount due.

CREDITORS AND PROVISIONS

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any discounts due.

3. GRANTS AND DONATIONS

	2024	2023
	£	£
Donations	30,530	35,224
Gift aid	147	285
Grants	380,372	293,787
	<u>411,049</u>	<u>329,296</u>

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

	2024	2023
	£	£
Other grants	<u>380,372</u>	<u>293,787</u>

4. OTHER TRADING ACTIVITIES

	2024	2023
	£	£
Fundraising events	922	1,332
Cafe income	23,103	-
	<u>24,025</u>	<u>1,332</u>

5. INVESTMENT INCOME

	2024	2023
	£	£
Deposit account interest	<u>3,825</u>	<u>1,717</u>

6. INCOME FROM CHARITABLE ACTIVITIES

	Activity	2024	2023
	Day Centre	£	£
Charitable activities		<u>333,580</u>	<u>276,815</u>

7. CHARITABLE ACTIVITIES COSTS

	Direct Costs	Support costs (see note 8)	Totals
	£	£	£
Day Centre	<u>141,905</u>	<u>637,430</u>	<u>779,335</u>

8. SUPPORT COSTS

	Management	Finance	Governance costs	Totals
	£	£	£	£
Day Centre	<u>624,501</u>	<u>5,278</u>	<u>7,651</u>	<u>637,430</u>

9. NET INCOME/(EXPENDITURE)

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

	2024	2023
	£	£
Depreciation - owned assets	37,225	30,185
Other operating leases	19,143	16,053
Surplus on disposal of fixed assets	(19,372)	(1,500)
Independent examination and accounts	<u>1,808</u>	<u>1,935</u>

10. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2024 nor for the year ended 31 March 2023.

TRUSTEES' EXPENSES

There were no trustees' expenses paid for the year ended 31 March 2024 nor for the year ended 31 March 2023.

11. STAFF COSTS

	2024 £	2023 £
Wages and salaries	446,957	374,355
Social security costs	21,699	18,761
Other pension costs	6,646	5,076
	<u>475,302</u>	<u>398,192</u>

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

	2024	2023
Day Centre	<u>30</u>	<u>25</u>

There are no employees who received total employee benefits (excluding employer pension costs) of more than £60,000.

12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Grants and donations	35,510	293,786	329,296
Charitable activities			
Day Centre	276,815	-	276,815
Other trading activities	1,332	-	1,332
Investment income	1,717	-	1,717
Other income	1,500	-	1,500
Total	<u>316,874</u>	<u>293,786</u>	<u>610,660</u>
EXPENDITURE ON			
Charitable activities			
Day Centre	<u>410,627</u>	<u>265,136</u>	<u>675,763</u>
NET INCOME/(EXPENDITURE)	<u>(93,753)</u>	<u>28,650</u>	<u>(65,103)</u>
Transfers between funds	43,753	(43,753)	-
Net movement in funds	<u>(50,000)</u>	<u>(15,103)</u>	<u>(65,103)</u>
RECONCILIATION OF FUNDS			
Total funds brought forward	964,727	49,823	1,014,550
TOTAL FUNDS CARRIED FORWARD	<u>914,727</u>	<u>34,720</u>	<u>949,447</u>

13. TANGIBLE FIXED ASSETS

	Freehold property £	Equipment £	Fixtures and fittings £	Minibuses £	Totals £
COST					
At 1 April 2023	803,372	43,875	41,620	79,037	967,904
Additions	-	3,375	-	46,921	50,296
Disposals	-	-	-	(6,495)	(6,495)
At 31 March 2024	<u>803,372</u>	<u>47,250</u>	<u>41,620</u>	<u>119,463</u>	<u>1,011,705</u>
DEPRECIATION					
At 1 April 2023	154,746	16,881	28,670	38,888	239,185
Charge for year	7,722	4,555	3,238	21,710	37,225
Eliminated on disposal	-	-	-	(6,267)	(6,267)
At 31 March 2024	<u>162,468</u>	<u>21,436</u>	<u>31,908</u>	<u>54,331</u>	<u>270,143</u>
NET BOOK VALUE					
At 31 March 2024	<u>640,904</u>	<u>25,814</u>	<u>9,712</u>	<u>65,132</u>	<u>741,562</u>
At 31 March 2023	<u>648,626</u>	<u>26,994</u>	<u>12,950</u>	<u>40,149</u>	<u>728,719</u>

14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024 £	2023 £
Trade debtors	17,934	13,647
Other debtors	133,298	80
Prepayments	10,966	13,187
	<u>162,198</u>	<u>26,914</u>

15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024 £	2023 £
Trade creditors	14,158	15,834
Social security and other taxes	6,573	5,392
Other creditors	83,114	3,145
Accrued expenses	5,183	3,923
	<u>109,028</u>	<u>28,294</u>

16. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

	2024 £	2023 £
Within one year	15,492	13,750
Between one and five years	20,900	2,292
	<u>36,392</u>	<u>16,042</u>

17. MOVEMENT IN FUNDS

	At 1/4/23 £	Net movement in funds £	Transfers between funds £	At 31/3/24 £
Unrestricted funds				
General fund	186,011	2,511	15,176	203,698
Fixed assets	728,719	(37,225)	50,068	741,562
	<u>914,730</u>	<u>(34,714)</u>	<u>65,244</u>	<u>945,260</u>
Restricted funds				
CEO Support	2,500	(2,500)	-	-
Wellbeing Contract	-	6,217	-	6,217
Hub	13,010	(12,524)	-	486
Assets	-	65,244	(65,244)	-
Admin	-	10,000	-	10,000
Volunteer	10,500	(10,500)	-	-
Dementia	8,707	(8,707)	-	-
	<u>34,717</u>	<u>47,230</u>	<u>(65,244)</u>	<u>16,703</u>
TOTAL FUNDS	<u><u>949,447</u></u>	<u><u>12,516</u></u>	<u><u>-</u></u>	<u><u>961,963</u></u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	411,482	(408,971)	2,511
Fixed assets	-	(37,225)	(37,225)
	<u>411,482</u>	<u>(446,196)</u>	<u>(34,714)</u>
Restricted funds			
CEO Support	-	(2,500)	(2,500)
Wellbeing Contract	109,470	(103,253)	6,217
Hub	-	(12,524)	(12,524)
Assets	65,244	-	65,244
Admin	105,666	(95,666)	10,000
Volunteer	17,500	(28,000)	(10,500)
Dementia	79,489	(88,196)	(8,707)
Community Meals	3,000	(3,000)	-
	<u>380,369</u>	<u>(333,139)</u>	<u>47,230</u>
TOTAL FUNDS	<u><u>791,851</u></u>	<u><u>(779,335)</u></u>	<u><u>12,516</u></u>

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2024

17. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1/4/22 £	Net movement in funds £	Transfers between funds £	At 31/3/23 £
Unrestricted funds				
General fund	253,599	(63,565)	(4,023)	186,011
Fixed assets	711,128	(30,185)	47,776	728,719
	<u>964,727</u>	<u>(93,750)</u>	<u>43,753</u>	<u>914,730</u>
Restricted funds				
Transport Costs	250	(250)	-	-
CEO Support	13,125	(10,625)	-	2,500
Hub	770	12,240	-	13,010
Assets	1,808	41,945	(43,753)	-
Admin	14,000	(14,000)	-	-
Volunteer	19,870	(9,370)	-	10,500
Dementia	-	8,707	-	8,707
	<u>49,823</u>	<u>28,647</u>	<u>(43,753)</u>	<u>34,717</u>
TOTAL FUNDS	<u><u>1,014,550</u></u>	<u><u>(65,103)</u></u>	<u><u>-</u></u>	<u><u>949,447</u></u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	316,874	(380,439)	(63,565)
Fixed assets	-	(30,185)	(30,185)
	<u>316,874</u>	<u>(410,624)</u>	<u>(93,750)</u>
Restricted funds			
Transport Costs	-	(250)	(250)
Strategic Recovery Fund	5,742	(5,742)	-
CEO Support	10,000	(20,625)	(10,625)
Wellbeing Contract	109,991	(109,991)	-
CMS	3,000	(3,000)	-
Advocacy	892	(892)	-
Hub	34,519	(22,279)	12,240
Assets	41,945	-	41,945
Admin	-	(14,000)	(14,000)
Volunteer	26,170	(35,540)	(9,370)
Snug in the Hub	11,300	(11,300)	-
Dementia	50,227	(41,520)	8,707
	<u>293,786</u>	<u>(265,139)</u>	<u>28,647</u>
TOTAL FUNDS	<u><u>610,660</u></u>	<u><u>(675,763)</u></u>	<u><u>(65,103)</u></u>

17. MOVEMENT IN FUNDS - continued

The Romney Marsh Community Hub - We have received £25,000 from the Garfield Weston Foundation for general core costs, £3,000 from Folkestone & Hythe District Council as part of the UK shared Prosperity fund, £10,000 from the National Lottery and £7,000 from Folkestone & Hythe District Council for core running costs. £5,000 from Paula Carr to support the Diabetic Peer Support Group. To buy our clients Christmas presents and to pay for their Christmas meal at the Hub we received £775.12 from the Co-Op and £484 from Social Enterprise Kent. To improve the decoration of the Hub and to ensure heating is serviced we received £10,000 from B&Q Neighbourly Building Fund (the majority will be spent after March 2024).

Assets - £1,255 was received from Folkestone & Hythe District Council to purchase a new commercial fryer. £37,988.80 was received from Kent County Council £2148.80 was to purchase additional chairs and a counter top chiller for the Popin Café and £35,840 towards the purchase of a new minibus. £1,000 was received from Whitehead Monkton to purchase a new freezer. £25,000 was given from Edward Gosling towards the new minibus.

Warm Hub - we received £53,666 from the National Lottery to cover core costs over the winter at the Hub which enabled us to provide a warm space again. This money also allowed us to purchase appliances that save energy for heating and cooking to hand out to the members of the community who needed them the most. £1,500 was also received from The Cole Charitable Trust to provide hot drinks and snacks while the Warm Hub was operating.

Volunteer Management and Volunteers - Kent Community Foundation £5,000 and PC Philips Foundation £10,000 gave funds towards the salary costs of the Volunteer Connector. Age UK Ashford, Hythe and Lymping gave £2,500 towards volunteer meals.

Dementia - Age UK Herne Bay £89,046 to hire 2 full time Dementia Coordinators and one part time Dementia organiser. The Right Worshipful Mayor of New Romney gave £1,500 for the Dementia Tour bus experience and Folkestone & Hythe District Council gave £250 for activities at Dymchurch Memory café.

TRANSFERS BETWEEN FUNDS

The transfers between funds are in relation to restricted funds that have been received in order to purchase fixed assets. Fixed assets are held as unrestricted assets in the financial statements.

18. CONTINGENT LIABILITIES

The charity received grants totalling £160,000 towards the construction of the Day Centre from Kent County Council and Folkestone and Hythe Council (formerly Shepway District Council) in 1994/95. In the unlikely event that the property ceases to be a day care centre or the freehold is sold with no replacement facility being acquired, the aforementioned grants will become immediately refundable in full.

19. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2024.

20. COMPANY GUARANTORS

The extent of each guarantee is limited to £1. The company guarantors are the serving trustees.

Accounts

REGISTERED COMPANY NUMBER: 04396846 (England and Wales)
REGISTERED CHARITY NUMBER: 1093388

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023
FOR
ROMNEY MARSH COMMUNITY HUB**

Gibbons Mannington & Phipps LLP
Chartered Accountants
Landgate Chambers
Rye
East Sussex
TN31 7LJ

ROMNEY MARSH COMMUNITY HUB

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FOR THE YEAR ENDED 31 MARCH 2023**

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ROMNEY MARSH COMMUNITY HUB

CHAIR'S REPORT FOR THE YEAR ENDED 31 MARCH 2023

We began the year by welcoming HRH The Duke of Gloucester to visit The Hub to recognise the work undertaken by staff and volunteers to support the local community during the Covid pandemic. The Duke was accompanied by The Lord Lieutenant of Kent, The Lady Colgrian and representatives of local Councils and The Kent Constabulary.

The visit visibly lifted the morale of staff, volunteers and our clients who attended on that day. We finished the year by receiving the award of Care Charity of the Year in the 2022 Kent Charity Awards. Both the visit and the award are recognition of how a small independent charity can make a difference in its local community.

In November our Chief Executive, Jon Wilson, notified Trustees of his wish to resign to pursue a change in career. Ahead of his resignation we had conducted a management review which had concluded that in-order to meet the challenges ahead it was desirable that the Chief Executive should free up time to focus on strategic issues including fundraising and external commissioning opportunities. As this would leave less time to attend to the day-to-day running of The Hub, it was decided to appoint a Services Manager. We were fortunate to find a strong local candidate, Derek Ruby who joined us in November 2022.

With Jon's departure in March, we were left with an interregnum before our new Chief Executive could join us in May 2023. I am very grateful to Derek Ruby for taking on the acting Chief Executive role to ensure a smooth transition.

Our new Chief Executive, Liz Taylor, joined us in May 2023. She had previously worked with the Alzheimer's Society in Kent and so had worked alongside The Hub previously and living on Romney Marsh has a keen appreciation of the support needs of the local aged community.

Despite all the management changes the staff and volunteers continued to work effectively to ensure that The Hub operated as a focal point for the local community in serving the needs of the over 50-year-old residents of Romney Marsh. I would thank them for their loyalty and positivity at a time when everyone is being affected by increasing energy prices and general inflation.

Our own costs have continued to rise, and we have tried to absorb much of this as we realise that many of our users are struggling to make ends meet. We have been successful in sourcing grants to help cover some of these cost increases as well as being able to provide targeted support to keep people warm and safe despite soaring energy costs. I would thank our local councils and councillors and local businesses and supporters for their financial support at this time to enable us to provide this help.

We were also successful in attracting grants that will allow us to modernise our vehicle fleet of two minibuses and two meal delivery vans. Being both more fuel efficient with lower maintenance costs and more comfortable for our users they help underwrite our continuing Day Centre and home meal delivery services in the future.

With our new management team in place, we can now attend to ensuring that our finances and organisation are both resilient to meet future challenges. As stage one of this, over the last Summer, we went out to recruit additional Trustees. We were delighted to recruit six new Trustees from a wide range of backgrounds, some of whom had previously volunteered at The Hub while others were new. We were particularly delighted to welcome Polly Rolfe who has joined us as Treasurer to oversee our finances.

The now enlarged Board of twelve Trustees will help us to develop a compelling vision for the future of the charity. I thank all of them for volunteering to help ensure that The Hub continues as a key element in the local wellness and welfare services for our users.

Neil McClure
Chair of Trustees

ROMNEY MARSH COMMUNITY HUB

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2023. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Policies and objectives

The Charity's objects are to promote the care of older people in any matter which is now or in the future deemed by law to be charitable within the Folkestone and Hythe District Council area of Romney Marsh.

Volunteers

In 2020/21 our team of volunteers grew to 315, many of these were local people who came forward to support the Covid response. Inevitably, as these volunteers returned to work our volunteer numbers reduced in the 2021/22 financial year to an average of 100 volunteers throughout the year. As we returned to face-to-face services throughout the year our volunteers were essential to us, they helped to keep our service users safe by undertaking additional cleaning and sanitising duties after each session. We have a range of volunteer roles, including help for sessions and activities, delivery of essential items and community meals and supporting us to run our charity shop in Rye. In total for the year 2022/23 we received 8254.5 hours of support from our volunteers.

We recognised a need to support volunteers with a dedicated member of staff, so with the support of funding from a range of sources, including Southern Water, Kent Community Foundation and Awards for All, we introduced a new Volunteer Development Officer post (VDO) this year. The post holder is responsible for introducing systems and processes to support the recruitment, induction and retention of volunteers, but will also be working towards the Investing in Volunteers quality standard which we achieved after year end.

Main activities undertaken to further the Charity's purposes for the public benefit

All our charitable activities focus on the needs of older people and are undertaken to further our charitable purposes for the public benefit. At Romney Marsh Community Hub we have two groups of service users; those that are over 50 and active older people and those that are in their late 70s and above who are less active and need more traditional support. Many of the wards that our service users live in are in the bottom third of the most disadvantaged communities in the UK, with access to services featuring as a particular hardship in these areas.

The community hub building is the core of our organisation, but we also run a range of activities and outreach services in the community. Services provided include:

- A day service at the hub for older people where they can access a range of activities and special interest groups, as well as a hot meal at lunch time
- Information and advice
- Community dining
- Home support with domestic cleaning and shopping
- Mobile Hairdressing
- Wellbeing classes and groups

ROMNEY MARSH COMMUNITY HUB

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

ACHIEVEMENT AND PERFORMANCE

Key performance indicators

Financial management: At Trustee meetings the Charity's up to date financial activity against budget, cash flow and bank balances are presented by the Finance Officer in the absence of a Treasurer. Any continuation funding for services which are provided using the Charity's free reserves are made at the annual Budget meeting.

The Chief Officer alongside the Head of Finance monitors the income and expenditure for each department at the end of every calendar month. If a department is not performing as predicted in the budget, any increase/decrease in activity that may require further discussion is reported at the next Trustee meeting.

Monitoring the charity's activities: The Chief Officer provides a written report at every Trustee meeting, outlining the Charity's current activities and any future threats or opportunities. The Chair who has acted as Treasurer over the past year pending a new Trustee appointment presents a written Finance and Chair's report to each Trustee meeting. The number of Trustee meetings held in a year was increased from 4 to 6 in order to achieve more effective governance and financial monitoring.

Funding from statutory bodies comes with Key Performance Indicators. Reports to those bodies are provided as required by the agreements.

Review of activities

Day support service: As COVID restrictions were lifted during the year we were able to start to reintroduce our day support service, with very limited numbers at first. We provide transport to the centre, so that people can participate in our day support service; this is mainly attended by people aged over 70. Our service users take part in activities, including quizzes, interest groups, art sessions and chair-based exercise. They also have a hot meal in our restaurant at lunchtime and they have the option of taking home a packed tea. We had a total of 2119 attendances for the year 2022/23.

Information and advice service: We provide confidential one to one appointments and phone calls in the Hub and out in the community to anyone who needs support. There were 5888 contacts made with people who accessed this service, which is aimed at helping them to retain their independence. We supported individuals to review and maximise their benefits (so that they could pay for more support at home), obtain blue badges, access hardship payments and much more.

Community dining: We offer hot lunches and a sandwich tea via a home delivery service to people across The Marsh seven days a week. These are meals that we prepare on site in our kitchen, ensuring they are healthy and appetising. The service also provides a welfare check on individuals, offering their families peace of mind. This is a very popular service, we delivered 9441 meals during this financial year.

Home support service and hairdressing: Many of our service users want to remain in their own homes, but they need some extra support to do this. Our staff helped with domestic chores and shopping on 1325 occasions this year. We also have a mobile hairdresser who provides hairdressing at home for those who can't get to the salon, who undertook 409 appointments in the period April 2022 to November 2022.

Wellbeing classes and activities: The new wellbeing and wellness contract started in April 2021. This service provides opportunities for older people to take part in exercise classes and activity groups held in the Hub and in community venues across The Marsh. The programme of activities was initially impacted by Covid restrictions, but as the financial year progressed, we were able to introduce more and more activities. By the end of the year, we had 7292 attendances at classes and groups.

We launched "try something new for 2023" in January with a first-class free voucher which was used by anyone wanting to try a new or different class. This attracted new members to groups and proved popular. Our range of classes has continued to grow with further activities added on Mondays at the Hub, with "Make the most of Mondays". We also started a crafty afternoon with occasional special interest workshops, encouraging our participants to try new things and a new walking group that often exceeds 20 people, that join us each Tuesday for a 3 to 4 mile walk on the Marsh.

ROMNEY MARSH COMMUNITY HUB

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

Fundraising activities and income generation

This year most community fundraising events took place within the latter part of the year, because of ongoing COVID restrictions. Fundraising activities included:

- The continuation of our 100 club
- A race night in October which raised £590
- Our Christmas Fayre in November, which raised in excess of £1000
- A number of local shops and businesses have now taken collection pots for the Hub
- Our Sunflower charity shop in Rye, East Sussex is now trading well and providing a significant profit to support our charitable activities

We successfully secured grants from a number of Trusts and Foundations including Kent Community Foundation Trustees of Francis Winham Foundation, The Clothworkers Foundation, Community of the Presentation Trust, The Tory Family, Arnold Clark, New Romney Town Council, Folkestone and Hythe District Council, Kent Community Foundation, Kent County Council, SEK, New Romney Pharmacy, PC Phillips Foundation, Age UK Hythe & Lyminge and Age UK Herne Bay. This year, we focused on securing funding towards core staff salaries from Trusts, as well as some equipment needed to run the Hub safely for our users.

In addition to our own local fundraising coordinator, we also contract with an external fundraising advisor who helps us with major grant applications.

We were delighted to receive a visit from HRH The Duke of Gloucester during the year in recognition of the charity's work in helping the local community through the Covid pandemic. In December we were delighted to receive the award of Care Charity of The Year at the Kent Charity Awards

FINANCIAL REVIEW

Reserves policy

The Trustees have reviewed the reserves of the charitable company and have established a policy under which the free reserves held by the charitable company should be approximately three months of the annual resources expended, that is approximately £120,000. This provides working capital and would enable the charitable company to continue operations in the event of a significant drop in funding long enough to reduce or cease its activities in an orderly manner.

We had approximately 8 months reserves by the end of the financial year. As we move away from reliance on local government financed support to having to generate funds from third party grant giving organisations it is inevitable that we may record small deficits for the next year or two, but Trustees are well aware of the long term need to balance income and expenditure.

Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

ROMNEY MARSH COMMUNITY HUB

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

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

Romney Marsh Community Hub is a company limited by guarantee, without share capital, incorporated on 18 March 2002 and registered as a charity on 12 August 2002.

The company was established under the memorandum of association, which sets out the objects and powers of the charity company and is governed by its Articles of Association.

It is governed by its Memorandum and Articles of Association. The Charity is constituted under a Memorandum of Association dated 11 March 2002.

Method of appointment or election of Trustees

Trustees with suitable expertise are recruited to assist the existing trustees to manage RMCH. It is envisaged that all Trustees will have an interest in older people and an understanding of the difficulties some face in maintaining a fulfilling life.

The Executive Committee, which administers the Charity, consists of:

- Honorary Officers
- Not less than 3 members

All of the Board of Trustees are also Directors of the limited company. In accordance with the Charity's Articles of Association, the Honorary Officers are re-elected each year and other members of the Board of Trustees retire in rotation. One third of members retire each year and are eligible for re-election. The Board of Trustees are entitled, as members, to appoint new Trustees during the year. This is then ratified at the annual general meeting.

Organisational structure and decision-making policies

The Trustees meet a minimum of six times each year. One week prior to the meeting, Trustees are sent the Chief Officer's Report, which outlines the day-to-day operations of RMCH since the last meeting. That report may also include specific decisions to be made by the Trustees. Any financial reports are also sent out one week prior to the meetings. Receiving reports prior to the meetings allows Trustees time to consider the content and request any further information they may require. Trustees administer the Charity and company. The Chief Officer manages the day-to-day operations of the charity's services. The Trustees are familiar with those activities and bear in mind Charity Commission guidance on public benefit when making decisions. To facilitate effective operations, the Chief Officer has delegated authority from the Trustees for operational matters including finance, employment of staff, recruitment of volunteers and the provision of services.

Policies adopted for the induction and training of Trustees

New trustees undergo an orientation programme, as set out in the Trustee Induction Policy, which includes meeting the Chief Officer and an existing Trustee to discuss how the charity operates its day-to-day activities. Links to relevant guidelines published by the Charity Commission, copies of Chief Officer Reports to Trustee meetings, and copies of previous minutes of Trustee meetings are provided. New Trustees visit the RMCH site to meet staff, other trustees, volunteers and clients to familiarise themselves with those involved with the charity's work. Trustees are also encouraged to attend relevant training events.

Pay policy for key management personnel

Senior staff pay grades are compared to other local charity staff with similar responsibilities. Staff pay increases are based on the anticipated grant income charged for service income and the previous year's overall financial position. Any agreed percentage increase is awarded to all staff following the annual budget meeting, except when legislation, such as the minimum wage increase, is implemented and any knock-on effect on differentials.

ROMNEY MARSH COMMUNITY HUB
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT

Related party relationships

There were no party related relationships.

Financial risk management

The Trustees have a risk management strategy/plan which comprises:

- An annual rolling programme to review the risks the Charity may face
- The establishment of systems and procedures to mitigate those risks identified in the plan.
- The implementation of procedures designed to minimise any potential impact on the Charity should those risks materialise.

The key controls used by the Charity include:

- Formal agenda for the Trustee Meetings
- Detailed strategic planning, budgeting and management accounting
- Established organisational structure and lines of reporting
- Formal lines of reporting
- Clear authorisation and approval levels
- Register of risks

One of the key elements in the management of financial risk is the establishment of a Reserves Policy and a regular review process to ensure adequate long-term assurance of operational services.

ROMNEY MARSH COMMUNITY HUB

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT

Plans for future periods

The coming year

In November 2022 our Chief Executive Jon Wilson tendered his resignation. Previously it had been agreed that he could, at his request, move to a 4 day a week contract. Prior to his resignation the Trustees decided to recruit a full time Service Manager to allow the Chief Executive to focus on strategic and fundraising issues. A Service Manager was appointed in November 2022 and after an extensive search a new full time Chief Executive Liz Taylor joined us in May 2023. At the same time the Service Managers role was expanded to include Facilities Management

Trustees would like to record their thanks and appreciation to Jon Wilson for his valuable service in making the Hub the centre of the community's response to the Covid pandemic in The Romney Marsh area and congratulate him for his award of The British Empire Medal.

In 2023/24 we plan to continue to provide all of our core services; with a particular focus on recovering the day support service, which supports our most vulnerable service users, who have been the most affected by COVID.

Trustee priorities for the Charity continue to be:

- Improving Health & Wellbeing through the implementation of the KCC contract in partnership with Social Enterprise Kent
- Preventing Loneliness and Isolation
- Providing practical help at home
- Informing and empowering older people
- Improving Infrastructure and support for volunteers
- Making the Hub a centre for the local community and widening its use. One example of this has been the installation of an automatic Washeteria by the front door of The Hub which is already being well used and generating additional funds
- Improving our efficiency and fiscal sustainability
- The launch of a Legacy giving campaign to generate additional financial resources.

Strategic Priorities to 2025

The longer-term priorities for RMCH are:

- Developing our service offer to ensure there is a wide range of community activities available for older people across the Romney Marsh area
- Continuing our day service, aimed at the more vulnerable older people, helping them to feel less isolated
- Carrying out work to maximise and extend our current facilities, so that we can grow our range of onsite services
- Developing our accounting and back-office systems, including the implementation of a new CRM database to streamline our admin processes
- Implementing a range of changes to ensure RMCH is operating in an environmentally friendly manner
- Implementing a new fundraising strategy that will generate more unrestricted income for the charity through a portfolio of charity shops and a new individual giving programme, assuring our longer-term sustainability
- Developing existing and new partnerships with other charitable organisations to deliver a greater range of services and reduce duplication
- Becoming identified as the authoritative voice for the care needs of older people in the Romney Marsh area.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

04396846 (England and Wales)

ROMNEY MARSH COMMUNITY HUB

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2023**

REFERENCE AND ADMINISTRATIVE DETAILS

Bankers
National Westminster Bank Plc
High Street
Ashford Kent
TN24 8SH

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 8 November 2023 and signed on its behalf by:



.....
N J McClure - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
ROMNEY MARSH COMMUNITY HUB**

Independent examiner's report to the trustees of Romney Marsh Community Hub ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2023.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

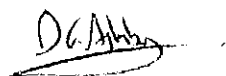
Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



David Ashby FCCA
The Association of Chartered Certified Accountants

Gibbons Mannington & Phipps LLP
Chartered Accountants
Landgate Chambers
Rye
East Sussex
TN31 7LJ

Date: 15/11/23

ROMNEY MARSH COMMUNITY HUB

**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					
Grants and donations	2	35,510	293,786	329,296	326,393
Charitable activities	5				
Day Centre		276,815	-	276,815	223,872
Other trading activities	3	1,332	-	1,332	880
Investment Income	4	1,717	-	1,717	659
Other income		1,500	-	1,500	-
Total		316,874	293,786	610,660	551,804
EXPENDITURE ON					
Charitable activities	6				
Day Centre		410,627	265,136	675,763	593,270
NET INCOME/(EXPENDITURE)					
Transfers between funds	17	(93,753)	28,650	(65,103)	(41,466)
		43,753	(43,753)	-	-
Net movement in funds		(50,000)	(15,103)	(65,103)	(41,466)
RECONCILIATION OF FUNDS					
Total funds brought forward		964,727	49,823	1,014,550	1,056,016
TOTAL FUNDS CARRIED FORWARD		914,727	34,720	949,447	1,014,550

The notes form part of these financial statements

ROMNEY MARSH COMMUNITY HUB

**BALANCE SHEET
31ST MARCH 2023**

	Notes	Unrestricted funds £	Restricted funds £	2023 Total funds £	2022 Total funds £
FIXED ASSETS					
Tangible assets	13	728,719	-	728,719	711,128
CURRENT ASSETS					
Debtors	14	26,914	-	26,914	27,944
Cash at bank and in hand		187,391	34,717	222,108	304,930
		214,305	34,717	249,022	332,874
CREDITORS					
Amounts falling due within one year	15	(28,294)	-	(28,294)	(29,452)
NET CURRENT ASSETS		186,011	34,717	220,728	303,422
TOTAL ASSETS LESS CURRENT LIABILITIES		914,730	34,717	949,447	1,014,550
NET ASSETS		914,730	34,717	949,447	1,014,550
FUNDS	17				
Unrestricted funds				914,730	964,727
Restricted funds				34,717	49,823
TOTAL FUNDS				949,447	1,014,550

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2023.

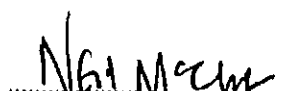
The members have not required the company to obtain an audit of its financial statements for the year ended 31st March 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

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

The financial statements were approved by the Board of Trustees and authorised for issue on 8 November 2023 and were signed on its behalf by:


N J McClure - Trustee

The notes form part of these financial statements

ROMNEY MARSH COMMUNITY HUB**CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 MARCH 2023**

	Notes	2023 £	2022 £
Cash flows from operating activities			
Cash generated from operations	1	<u>(38,263)</u>	<u>(46,082)</u>
Net cash used in operating activities		<u>(38,263)</u>	<u>(46,082)</u>
Cash flows from investing activities			
Purchase of tangible fixed assets		(47,776)	(21,469)
Sale of tangible fixed assets		1,500	-
Interest received		<u>1,717</u>	<u>659</u>
Net cash used in investing activities		<u>(44,559)</u>	<u>(20,810)</u>
Change in cash and cash equivalents in the reporting period		<u>(82,822)</u>	<u>(66,892)</u>
Cash and cash equivalents at the beginning of the reporting period		<u>304,930</u>	<u>371,822</u>
Cash and cash equivalents at the end of the reporting period		<u><u>222,108</u></u>	<u><u>304,930</u></u>

The notes form part of these financial statements

ROMNEY MARSH COMMUNITY HUB

**NOTES TO THE CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 MARCH 2023**

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

	2023	2022
	£	£
Net expenditure for the reporting period (as per the Statement of Financial Activities)	(65,103)	(41,466)
Adjustments for:		
Depreciation charges	30,185	21,549
Profit on disposal of fixed assets	(1,500)	-
Interest received	(1,717)	(659)
Decrease/(Increase) in debtors	1,030	(4,855)
Decrease in creditors	(1,158)	(20,651)
Net cash used in operations	<u>(38,263)</u>	<u>(46,082)</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	304,930	(82,822)	222,108
	<u>304,930</u>	<u>(82,822)</u>	<u>222,108</u>
Total	<u>304,930</u>	<u>(82,822)</u>	<u>222,108</u>

The notes form part of these financial statements

ROMNEY MARSH COMMUNITY HUB

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

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. Any incoming resources received in an accounting period that relate exclusively to future years are deferred on the balance sheet.

Grants that do not specify any future performance-related conditions are recorded when the grant proceeds are received or receivable. Any grant that imposes specified future performance-related conditions is recognised only when the performance-related conditions are met. Grants received before the revenue recognition criteria are satisfied are recognised as a liability.

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.

TANGIBLE FIXED ASSETS

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

Freehold property	- 1% on cost
Equipment	- 15% on reducing balance
Fixtures and fittings	- 25% on reducing balance
Minibuses	- 25% on reducing balance

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.

ROMNEY MARSH COMMUNITY HUB**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023****1. ACCOUNTING POLICIES - continued****HIRE PURCHASE AND LEASING COMMITMENTS**

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

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.

Debtors

Trade and other debtors are recognised at the settlement amount due after any discount offered. Prepayments are valued at the amount prepaid at the year end after taking account of any discount due.

Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any discounts due.

2. GRANTS AND DONATIONS

	2023	2022
	£	£
Donations	35,224	20,165
Gift aid	285	647
Grants	293,787	305,581
	<u>329,296</u>	<u>326,393</u>

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

	2023	2022
	£	£
Other grants	<u>293,787</u>	<u>305,581</u>

3. OTHER TRADING ACTIVITIES

	2023	2022
	£	£
Fundraising events	<u>1,332</u>	<u>880</u>

ROMNEY MARSH COMMUNITY HUB

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023**

4. INVESTMENT INCOME

	2023	2022
	£	£
Deposit account interest	1,717	659

5. INCOME FROM CHARITABLE ACTIVITIES

	2023	2022
	£	£
Charitable activities	276,815	223,872

6. CHARITABLE ACTIVITIES COSTS

	Direct Costs	Support costs (see note 8)	Totals
	£	£	£
Day Centre	125,562	550,201	675,763

7. GRANTS PAYABLE

	2023	2022
	£	£
Day Centre	-	2,500

8. SUPPORT COSTS

	Management	Finance	Governance costs	Totals
	£	£	£	£
Day Centre	529,994	4,965	15,242	550,201

9. NET INCOME/(EXPENDITURE)

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

	2023	2022
	£	£
Depreciation - owned assets	30,185	21,548
Other operating leases	16,053	14,529
Surplus on disposal of fixed assets	(1,500)	-
Independent examination and accounts	1,935	1,800

ROMNEY MARSH COMMUNITY HUB**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023****10. 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.

11. STAFF COSTS

	2023	2022
	£	£
Wages and salaries	374,355	327,558
Social security costs	18,761	14,859
Other pension costs	5,076	4,788
	<u>398,192</u>	<u>347,205</u>

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

	2023	2022
	25	28
Day Centre	<u>25</u>	<u>28</u>

There are no employees who received total employee benefits (excluding employer pension costs) of more than £60,000.

12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Grants and donations	48,823	277,570	326,393
Charitable activities			
Day Centre	223,872	-	223,872
Other trading activities	880	-	880
Investment Income	659	-	659
Total	<u>274,234</u>	<u>277,570</u>	<u>551,804</u>
EXPENDITURE ON			
Charitable activities			
Day Centre	353,426	239,844	593,270
NET INCOME/(EXPENDITURE)	(79,192)	37,726	(41,466)
Transfers between funds	1,595	(1,595)	-
Net movement in funds	(77,597)	36,131	(41,466)

ROMNEY MARSH COMMUNITY HUB

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023

12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted funds £	Restricted funds £	Total funds £
RECONCILIATION OF FUNDS			
Total funds brought forward	1,042,325	13,691	1,056,016
TOTAL FUNDS CARRIED FORWARD	<u>964,728</u>	<u>49,822</u>	<u>1,014,550</u>

13. TANGIBLE FIXED ASSETS

	Freehold property £	Equipment £	Fixtures and fittings £	Minibuses £	Totals £
COST					
At 1 April 2022	803,372	40,386	41,620	34,750	920,128
Additions	-	3,489	-	44,287	47,776
At 31 March 2023	<u>803,372</u>	<u>43,875</u>	<u>41,620</u>	<u>79,037</u>	<u>967,904</u>
DEPRECIATION					
At 1 April 2022	147,024	12,117	24,354	25,505	209,000
Charge for year	7,722	4,764	4,316	13,383	30,185
At 31 March 2023	<u>154,746</u>	<u>16,881</u>	<u>28,670</u>	<u>38,888</u>	<u>239,185</u>
NET BOOK VALUE					
At 31 March 2023	<u>648,626</u>	<u>26,994</u>	<u>12,950</u>	<u>40,149</u>	<u>728,719</u>
At 31 March 2022	<u>656,348</u>	<u>28,269</u>	<u>17,266</u>	<u>9,245</u>	<u>711,128</u>

14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023 £	2022 £
Trade debtors	13,647	12,742
Other debtors	80	80
Prepayments	<u>13,187</u>	<u>15,122</u>
	<u>26,914</u>	<u>27,944</u>

ROMNEY MARSH COMMUNITY HUB

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023**

15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Trade creditors	15,834	15,802
Social security and other taxes	5,392	5,095
Other creditors	3,145	1,245
Accrued expenses	3,923	7,310
	<u>28,294</u>	<u>29,452</u>

16. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

	2023	2022
	£	£
Within one year	13,750	13,750
Between one and five years	2,292	16,042
	<u>16,042</u>	<u>29,792</u>

17. MOVEMENT IN FUNDS

	At 1/4/22	Net movement	Transfers	At
	£	in funds	between	31/3/23
		£	funds	£
Unrestricted funds				
General fund	253,599	(63,565)	(4,023)	186,011
Fixed assets	711,128	(30,185)	47,776	728,719
	<u>964,727</u>	<u>(93,750)</u>	<u>43,753</u>	<u>914,730</u>
Restricted funds				
Transport Costs	250	(250)	-	-
CEO Support	13,125	(10,625)	-	2,500
Hub	770	12,240	-	13,010
Assets	1,808	41,945	(43,753)	-
Admin	14,000	(14,000)	-	-
Volunteer	19,870	(9,370)	-	10,500
Dementia	-	8,707	-	8,707
	<u>49,823</u>	<u>28,647</u>	<u>(43,753)</u>	<u>34,717</u>
TOTAL FUNDS	<u>1,014,550</u>	<u>(65,103)</u>	<u>-</u>	<u>949,447</u>

ROMNEY MARSH COMMUNITY HUB

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023**

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	316,874	(380,439)	(63,565)
Fixed assets	-	(30,185)	(30,185)
	316,874	(410,624)	(93,750)
Restricted funds			
Transport Costs	-	(250)	(250)
Strategic Recovery Fund	5,742	(5,742)	-
CEO Support	10,000	(20,625)	(10,625)
Wellbeing Contract	109,991	(109,991)	-
CMS	3,000	(3,000)	-
Advocacy	892	(892)	-
Hub	34,519	(22,279)	12,240
Assets	41,945	-	41,945
Admin	-	(14,000)	(14,000)
Volunteer	26,170	(35,540)	(9,370)
Snug in the Hub	11,300	(11,300)	-
Dementia	50,227	(41,520)	8,707
	293,786	(265,139)	28,647
TOTAL FUNDS	610,660	(675,763)	(65,103)

ROMNEY MARSH COMMUNITY HUB

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023

17. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1/4/21 £	Net movement in funds £	Transfers between funds £	At 31/3/22 £
Unrestricted funds				
General fund	331,119	(57,644)	(19,876)	253,599
Fixed assets	711,206	(21,549)	21,471	711,128
	1,042,325	(79,193)	1,595	964,727
Restricted funds				
Transport Costs	250	-	-	250
Rebranding	8,761	(10,095)	1,334	-
Property update	4,680	(4,752)	72	-
CEO Support	-	13,125	-	13,125
Wellbeing Contract	-	3,001	(3,001)	-
Hub	-	770	-	770
Assets	-	1,808	-	1,808
Admin	-	14,000	-	14,000
Volunteer	-	19,870	-	19,870
	13,691	37,727	(1,595)	49,823
TOTAL FUNDS	1,056,016	(41,466)	-	1,014,550

ROMNEY MARSH COMMUNITY HUB

NOTES TO THE FINANCIAL STATEMENTS - continued **FOR THE YEAR ENDED 31 MARCH 2023**

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	274,234	(331,878)	(57,644)
Fixed assets	-	(21,549)	(21,549)
	<u>274,234</u>	<u>(353,427)</u>	<u>(79,193)</u>
Restricted funds			
Rebranding	1	(10,096)	(10,095)
Property update	-	(4,752)	(4,752)
CEO Support	15,000	(1,875)	13,125
Wellbeing Contract	132,000	(128,999)	3,001
NHS	4,700	(4,700)	-
CMS	5,000	(5,000)	-
Advocacy	13,376	(13,376)	-
Hub	6,270	(5,500)	770
Assets	18,633	(16,825)	1,808
Infection Control	8,640	(8,640)	-
Admin	31,200	(17,200)	14,000
Volunteer	42,750	(22,880)	19,870
	<u>277,570</u>	<u>(239,843)</u>	<u>37,727</u>
TOTAL FUNDS	<u>551,804</u>	<u>(593,270)</u>	<u>(41,466)</u>

The Romney Marsh Community Hub - We have received £6,600 from Kent Community Foundation, £20,450 from Folkestone & Hythe District Council, £5,049.08 from Kent County Council, £1,418.92 for day care costs and £1,000 from Social Enterprise Kent. £13,010 of these grants is for the period after 31st March 2023.

Assets - £750 was received from Folkestone & Hythe District Council to purchase a washing machine. They also gave £194.80 to go towards the cost of tools. Arnold Clark gave £1,000 to go towards a boiler. Community of the Presentation Trust £1,000, The Clothworkers Foundation £33,000, Tory-Family £1,000 and Trustees of the Francis Winham Foundation £5,000, all gave towards the purchase of a new minibus. All these funds were spent during the year.

Community Meals Services - Folkestone & Hythe District Council gave £3,000 to support the provision of community meals from The Hub during the year.

CEO Support - Kent Community Foundation gave a £10,000 towards the salary of the CEO. £2,500 of this grant for the period after 31st March 2023.

Volunteer Management and Volunteers - New Romney Pharmacy £100, Age UK Herne Bay £197, Kent Community Foundation £11,000 and The PC Phillips Foundation £7,000 gave funds towards the salary costs of our volunteer manager. Age UK Hythe & Lyminge gave £7,875 towards volunteer expenses. Included in this funding is £10,500 which is for the period beyond 31st March 2023.

Dementia - Age UK Herne Bay £50,026 and Folkestone & Hythe District Council gave towards Dementia. £8,707 of this funding was for the period after 31st March 2023.

ROMNEY MARSH COMMUNITY HUB

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023**

18. CONTINGENT LIABILITIES

The charity received grants totally £160,000 towards the construction of the Day Centre from Kent County Council and Folkestone and Hythe Council (formerly Shepway District Council) in 1994/95. In the unlikely event that the property ceases to be a day care centre or the freehold is sold with no replacement facility being acquired, the aforementioned grants will become immediately refundable in full.

19. RELATED PARTY DISCLOSURES

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

20. COMPANY GUARANTORS

The extent of each guarantee is limited to £1. The company guarantors are the serving trustees.

ROMNEY MARSH COMMUNITY HUB

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2023**

	2023 £	2022 £
INCOME AND ENDOWMENTS		
Grants and donations		
Donations	35,224	20,165
Gift aid	285	647
Grants	293,787	305,581
	329,296	326,393
Other trading activities		
Fundraising events	1,332	880
Investment income		
Deposit account interest	1,717	659
Charitable activities		
Charitable activities	276,815	223,872
Other income		
Gain on sale of tangible fixed assets	1,500	-
Total incoming resources	610,660	551,804
EXPENDITURE		
Charitable activities		
Transport Services	14,283	12,182
Fundraising	3,044	1,358
Shop	223	947
Hairdressing	133	329
Provisions	48,541	41,420
Equipment	20,578	24,235
Activities	23,945	9,565
Staff costs	7,768	4,140
Tai Chi	1,470	1,650
Grant	33	3,692
Pilates	5,544	2,980
Grants to Institutions	-	2,500
	125,562	104,998
Support costs		
Management		
Wages	374,355	327,558
Social security	18,761	14,859
Pensions	5,076	4,788
Other operating leases	16,053	14,529
Carried forward	414,245	361,734

This page does not form part of the statutory financial statements

ROMNEY MARSH COMMUNITY HUB

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2023**

	2023 £	2022 £
Management		
Brought forward	414,245	361,734
Rates and water	2,531	2,077
Insurance	5,624	4,376
Light and heat	14,514	11,195
Telephone	6,987	7,127
Postage and stationery	4,220	4,663
Advertising	10,552	13,151
Sundries	4,060	2,514
Staff training	3,995	2,328
TV licence	949	711
Property maintenance	25,076	28,116
Cleaning	6,889	7,074
Dues and subscriptions	167	-
Depreciation of freehold property	7,722	7,722
Depreciation of equipment	4,764	4,989
Depreciation of fixtures and fittings	4,317	5,756
Depreciation of motor vehicles	13,382	3,082
	<u>529,994</u>	<u>466,615</u>
Finance		
Bank charges	4,965	3,360
Governance costs		
Accountancy fees	1,512	1,800
Legal and profession fees	13,730	16,497
	<u>15,242</u>	<u>18,297</u>
Total resources expended	<u>675,763</u>	<u>593,270</u>
Net expenditure	<u>(65,103)</u>	<u>(41,466)</u>

This page does not form part of the statutory financial statements

Accounts

REGISTERED COMPANY NUMBER: 04396846 (England and Wales)
REGISTERED CHARITY NUMBER: 1093388

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022
FOR
ROMNEY MARSH COMMUNITY HUB

Gibbons Mannington & Phipps LLP
Chartered Accountants
82 High Street
Tenterden
Kent
TN30 6JG

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CHAIRS REPORT
FOR THE YEAR ENDED 31 MARCH 2022

The Year 2021/22 saw a return to more normal times after the major disruption of the Covid pandemic. Daily activities returned to the Hub in New Romney while outbound support continued for those still shielding from Covid at home.

The outstanding work of the previous year was recognised by the award of the British Empire Medal to our Chief Executive Jon Wilson and after the year end by the visit of HRH Prince Richard Duke of Gloucester to The Hub to meet with clients, staff and volunteers and congratulate them for all their hard work.

The Trustees instigated an external review of systems, procedures and governance to prepare the Hub for a return to normal daily life. The Romney Marsh Community Hub is without doubt a major asset, but unless it is fully utilised it is a wasted opportunity. The management team thereby focussed on ensuring all available space was utilised and that a wide range of community services and events returned.

We began the first year of our three-year Universal Wellbeing Contract in association with Social Enterprise Kent and funded through Kent County Council, marking a change in how services were delivered to people over 50.

With government Covid related funding now coming to an end the Trustees are focussed on building new revenue streams and accessing external grants and donations to support the charity's work. We are thankful for all the support we have received from the Folkestone and Hythe Council, Kent County Council and the NHS together with financial support from third party sponsors and grant making charities. Our new Charity shop opened in Rye and we are looking to add one or more new shops within the area as suitable shop premises become available. When fully operational we anticipate these will provide additional income to support our charitable activities.

We are very fortunate to have a hard working and loyal workforce and substantial team of volunteers. On behalf of the Board, I would thank them for all their efforts. The new post Covid world throws up new challenges, in particular in the recruitment of staff and managing the ever-increasing costs associated with the Hub's daily operations. We are seeking to strengthen and deepen our relationships with similar charities in adjoining areas to develop best practice and to become a voice for our clients in the community.

Forecasts for the South Kent Coast Clinical Commissioning Group anticipate an explosion in the over 70's residents in our area over the next 5 years. This is in part due to ageing of the existing community but exacerbated by the increasing number of elderly people wishing to move into our area. The Romney Marsh area is in general one of very severe social deprivation and we are witnessing a dramatic increase in the number of local residents suffering from Dementia and similar mental issues.

I joined the Board of Trustees and became Chair after the year end. I have worked closely with the Chief Executive to understand the current operations of the charity and the issues we need to confront to stay a core part of the care infrastructure in the Southern Coastal area of Kent. I am confident that the Hub will rise to meet these challenges and we are ambitious to provide additional support for our local Councils, the NHS and Care services subject to being able to access finance and staff.

Neil McClure
Chair

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2022

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2022. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Policies and objectives

The Charity's objects are to promote the care of older people in any matter which is now or in the future deemed by law to be charitable within the Shepway District Council area of Romney Marsh.

Volunteers

In 2020/21 our team of volunteers grew to 315, many of these were local people who came forward to support the Covid response. Inevitably, as these volunteers returned to work our volunteer numbers reduced in the 2021/22 financial year to an average of 100 volunteers throughout the year. As we returned to face-to-face services throughout the year our volunteers were essential to us, they helped to keep our service users safe by undertaking additional cleaning and sanitising duties after each session. We have a range of volunteer roles, including help for sessions and activities, delivery of essential items and community meals and supporting us to run our charity shop in Rye.

We recognised a need to support volunteers with a dedicated member of staff, so with the support of funding from a range of sources, including Southern Water, Kent Community Foundation and Awards for All, we introduced a new Volunteer Development Officer post (VDO) this year. The post holder is responsible for introducing systems and processes to support the recruitment, induction and retention of volunteers, but will also be working towards the Investing in Volunteers quality standard over the next year.

Main activities undertaken to further the Charity's purposes for the public benefit

All our charitable activities focus on the needs of older people and are undertaken to further our charitable purposes for the public benefit. At Romney Marsh Community Hub we have two groups of service users; those that are over 50 and active older people and those that are in their late 70s and above who are less active and need more traditional support. Many of the wards that our service users live in are in the bottom third of the most disadvantaged communities in the UK, with access to services featuring as a particular hardship in these areas.

The community hub building is the core of our organisation, but we also run a range of activities and outreach services in the community. Services provided include:

- A day service at the hub for older people where they can access a range of activities and special interest groups, as well as a hot meal at lunch time
- Information and advice
- Community dining
- Home support with domestic cleaning and shopping
- Mobile Hairdressing
- Wellbeing classes and groups

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2022

ACHIEVEMENT AND PERFORMANCE

Key performance indicators

Financial management: At Trustee meetings the Charity's up to date financial activity against budget, cash flow and bank balances are presented by the Treasurer and Finance Officer. Any continuation funding for services which are provided using the Charity's free reserves are made at the annual Budget meeting.

The Chief Officer alongside the Head of Finance monitors the income and expenditure for each department at the end of every calendar month. If a department is not performing as predicted in the budget, any increase/decrease in activity that may require further discussion is reported at the next Trustee meeting.

Monitoring the charity's activities: The Chief Officer provides a written report at every Trustee meeting, outlining the Charity's current activities and any future threats or opportunities. Key senior members of staff also provide Trustees with written reports on the services they manage.

Funding from statutory bodies comes with Key Performance Indicators. Reports to those bodies are provided as required by the agreements.

Review of activities

Day support service: As COVID restrictions were lifted during the year we were able to start to reintroduce our day support service, with very limited numbers at first. We provide transport to the centre, so that people can participate in our day support service; this is mainly attended by people aged over 70. Our service users take part in activities, including quizzes, interest groups, art sessions and chair-based exercise. They also have a hot meal in our restaurant at lunchtime and they have the option of taking home a packed tea.

Information and advice service: We provide confidential one to one appointments and phone calls in the Hub and out in the community to anyone who needs support. 1074 people accessed this service, which is aimed at helping them to retain their independence. We supported individuals to review and maximise their benefits (so that they could pay for more support at home), obtain blue badges, access hardship payments and much more.

Community dining: We offer hot lunches and a sandwich tea via a home delivery service to people across the marsh seven days a week. These are meals that we prepare on site in our kitchen, ensuring they are healthy and appetising. The service also provides a welfare check on individuals, offering their families peace of mind. This is a very popular service, we delivered 12,216 meals during this financial year.

Home support service and hairdressing: Many of our service users want to remain in their own homes, but they need some extra support to do this. Our staff helped with domestic chores and shopping on 1194 occasions this year. We also have a mobile hairdresser who provides hairdressing at home for those who can't get to the salon, who undertook 693 appointments.

Wellbeing classes and activities: The new wellbeing contract started in April 2021. This service provides opportunities for older people to take part in exercise classes and activity groups held in the Hub and in community venues across the Marsh. The programme of activities was initially impacted by Covid restrictions, but as the financial year progressed, we were able to introduce more and more activities. By the end of the year, we had 4275 attendances at classes and groups.

We launched "try something new for 2022" in January with a first-class free voucher which was used by anyone wanting to try a new or different class. This attracted new members to groups and proved popular. Our range of classes has continued to grow with further activities added on Mondays at the Hub, with "Make the most of Mondays". We also started a crafty afternoon with occasional special interest workshops, encouraging our participants to try new things and a new walking group that often exceeds 20 people, that join us each Tuesday for a 3 to 4 mile walk on the Marsh.

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2022

Fundraising activities and income generation

This year most community fundraising events took place within the latter part of the year, because of ongoing COVID restrictions. Fundraising activities included:

- The continuation of our 100 club
- A race night in October which raised £590
- Our Christmas Fayre in November, which raised in excess of £1000
- Two Members of Staff did a walk the Marsh challenge in October raising money and awareness of the Hub
- A number of local shops and businesses have now taken collection pots for the Hub

We successfully secured grants from a number of Trusts and Foundations including Kent Community Foundation, Edward Gostling Foundation, Awards for All, Cole Trust and Colyer Ferguson charitable Trust. This year, we focused on securing funding towards core staff salaries from Trusts, as well as some equipment needed to run the Hub safely for our beneficiaries.

With the support of funding from Kent County Council's strategic recovery fund, we have been working with a fundraising consultant throughout this financial year on the development of a fundraising strategy, which will mean that in the next year we will start to develop our income streams, particularly focusing on boosting our existing community fundraising activities and targeting individual donors.

FINANCIAL REVIEW

Reserves policy

The Trustees have reviewed the reserves of the charitable company and have established a policy under which the free reserves held by the charitable company should be approximately three months of the annual resources expended, that is approximately £120,000. This provides working capital and would enable the charitable company to continue operations in the event of a significant drop in funding long enough to reduce or cease its activities in an orderly manner.

We had approximately 8 months reserves (£331k) by the end of the financial year. Some of the funds carried forward in free reserves were intended for expenditure on COVID response; so, we expect our reserves position to reduce in the next financial year.

This policy will be reviewed annually.

Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

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

Romney Marsh Community Hub is a company limited by guarantee, without share capital, incorporated on 18 March 2002 and registered as a charity on 12 August 2002.

The company was established under the memorandum of association, which sets out the objects and powers of the charity company and is governed by its Articles of Association.

It is governed by its Memorandum and Articles of Association. The Charity is constituted under a Memorandum of Association dated 11 March 2002.

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2022

STRUCTURE, GOVERNANCE AND MANAGEMENT

Method of appointment or election of Trustees

Trustees with suitable expertise are recruited to assist the existing trustees to manage RMCH. It is envisaged that all Trustees will have an interest in older people and an understanding of the difficulties some face in maintaining a fulfilling life.

The Executive Committee, which administers the Charity, consists of:

- Honorary Officers
- Not less than 3 members

All of the Board of Trustees are also Directors of the limited company. In accordance with the Charity's Articles of Association, the Honorary Officers are re-elected each year and other members of the Board of Trustees retire in rotation. One third of members retire each year and are eligible for re-election. The Board of Trustees are entitled, as members, to appoint new Trustees during the year. This is then ratified at the annual general meeting.

Organisational structure and decision-making policies

The Trustees meet a minimum of four times each year. One week prior to the meeting, Trustees are sent the Chief Officer's Report, which outlines the day-to-day operations of RMCH since the last meeting. That report may also include specific decisions to be made by the Trustees. Any financial reports are also sent out one week prior to the meetings. Receiving reports prior to the meetings allows Trustees time to consider the content and request any further information they may require. Trustees administer the Charity and company. The Chief Officer manages the day-to-day operations of the charity's services. The Trustees are familiar with those activities and bear in mind Charity Commission guidance on public benefit when making decisions. To facilitate effective operations, the Chief Officer has delegated authority from the Trustees for operational matters including finance, employment of staff, recruitment of volunteers and the provision of services.

Policies adopted for the induction and training of Trustees

New trustees undergo an orientation programme, as set out in the Trustee Induction Policy, which includes meeting the Chief Officer and an existing Trustee to discuss how the charity operates its day-to-day activities. Links to relevant guidelines published by the Charity Commission, copies of Chief Officer Reports to Trustee meetings, and copies of previous minutes of Trustee meetings are provided. New Trustees visit the RMCH site to meet staff, other trustees, volunteers and clients to familiarise themselves with those involved with the charity's work. Trustees are also encouraged to attend relevant training events.

Pay policy for key management personnel

Senior staff pay grades are compared to other local charity staff with similar responsibilities. Staff pay increases are based on the anticipated grant income charged for service income and the previous year's overall financial position. Any agreed percentage increase is awarded to all staff following the annual budget meeting, except when legislation, such as the minimum wage increase, is implemented and any knock-on effect on differentials.

Related party relationships

There were no party related relationships.

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2022

STRUCTURE, GOVERNANCE AND MANAGEMENT

Financial risk management

The Trustees have a risk management strategy/plan which comprises:

- An annual rolling programme to review the risks the Charity may face
- The establishment of systems and procedures to mitigate those risks identified in the plan.
- The implementation of procedures designed to minimise any potential impact on the Charity should those risks materialise.

The key controls used by the Charity include:

- Formal agenda for the Trustee Meetings
- Detailed strategic planning, budgeting and management accounting
- Established organisational structure and lines of reporting
- Formal lines of reporting
- Clear authorisation and approval levels
- Register of risks

One of the key elements in the management of financial risk is the establishment of a Reserves Policy and a regular review process to ensure adequate long-term assurance of operational services.

Plans for future periods

The coming year

In 2022/23 we plan to continue to provide all of our core services; with a particular focus on recovering the day support service, which supports our most vulnerable service users, who have been the most affected by COVID.

Trustee priorities for the Charity continue to be:

- Improving Health & Wellbeing through the implementation of the KCC contract in partnership with Social Enterprise Kent
- Preventing Loneliness and Isolation
- Providing practical help at home
- Informing and empowering older people
- Improving infrastructure and support for volunteers
- Change of name and rebrand of charity
- Improving our efficiency and fiscal sustainability

Strategic Priorities to 2025

The longer-term priorities for RMCH are:

- Developing our service offer to ensure there is a wide range of community activities available for older people across the Romney Marsh area
- Continuing our day service, aimed at the more vulnerable older people, helping them to feel less isolated
- Carrying out work to maximise and extend our current facilities, so that we can grow our range of onsite services
- Developing our accounting and back-office systems, including the implementation of a new CRM database to streamline our admin processes
- Implementing a range of changes to ensure RMCH is operating in an environmentally friendly manner
- Implementing a new fundraising strategy that will generate more unrestricted income for the charity through a portfolio of charity shops and a new individual giving programme, assuring our longer-term sustainability
- Developing existing and new partnerships with other charitable organisations to deliver a greater range of services and reduce duplication
- Becoming identified as the authoritative voice for the care needs of older people in the Romney Marsh area.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number
04396846 (England and Wales)

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2022

Registered Charity number
1093388

Registered office
Sunflower House
Rolfe Lane
New Romney
Kent
TN28 8JR

Trustees
R F Constable
Ms K A Leader (resigned 18/11/2021)
Ms V I Loseby (resigned 18/11/2021)
Cllr Mrs C J Waters
Cllr Mrs C Metcalfe
Mrs S M Thomas (resigned 24/10/2022)
Ms V A Butt
P McNamee (resigned 24/10/2022)
Ms K Smith (resigned 24/10/2022)
Ms L N Kember (resigned 18/8/2021)
Ms W P Richley (appointed 23/4/2021)
N J McClure (appointed 1/5/2022)

Independent Examiner
Gibbons Mannington & Phipps LLP
Chartered Accountants
82 High Street
Tenterden
Kent
TN30 6JG

Bankers
National Westminster Bank Plc
High Street
Ashford Kent
TN24 8SH

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 15 December 2022 and signed on its behalf by:

N J McClure - Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
ROMNEY MARSH COMMUNITY HUB

Independent examiner's report to the trustees of Romney Marsh Community Hub ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2022.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of ICAEW which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Samantha Whiting FCA
ICAEW
Gibbons Mannington & Phipps LLP
Chartered Accountants
82 High Street
Tenterden
Kent
TN30 6JG

15 December 2022

ROMNEY MARSH COMMUNITY HUB

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					
Grants and donations	2	48,823	277,570	326,393	590,525
Charitable activities					
Day Centre		223,872	-	223,872	167,706
Other trading activities	3	880	-	880	900
Investment income	4	659	-	659	738
Total		<u>274,234</u>	<u>277,570</u>	<u>551,804</u>	<u>759,869</u>
EXPENDITURE ON					
Charitable activities	6				
Day Centre		<u>353,426</u>	<u>239,844</u>	<u>593,270</u>	<u>543,263</u>
NET INCOME/(EXPENDITURE)					
Transfers between funds	17	(79,192) <u>1,595</u>	37,726 <u>(1,595)</u>	(41,466) <u>-</u>	216,606 <u>-</u>
Net movement in funds		(77,597)	36,131	(41,466)	216,606
RECONCILIATION OF FUNDS					
Total funds brought forward		1,042,325	13,691	1,056,016	839,410
TOTAL FUNDS CARRIED FORWARD		<u><u>964,728</u></u>	<u><u>49,822</u></u>	<u><u>1,014,550</u></u>	<u><u>1,056,016</u></u>

The notes form part of these financial statements

BALANCE SHEET
31 MARCH 2022

	Notes	Unrestricted funds £	Restricted funds £	2022 Total funds £	2021 Total funds £
FIXED ASSETS					
Tangible assets	13	711,128	-	711,128	711,207
CURRENT ASSETS					
Debtors	14	27,944	-	27,944	23,089
Cash at bank and in hand		255,107	49,823	304,930	371,822
		<u>283,051</u>	<u>49,823</u>	<u>332,874</u>	<u>394,911</u>
CREDITORS					
Amounts falling due within one year	15	(29,452)	-	(29,452)	(50,102)
		<u>253,599</u>	<u>49,823</u>	<u>303,422</u>	<u>344,809</u>
NET CURRENT ASSETS					
		<u>253,599</u>	<u>49,823</u>	<u>303,422</u>	<u>344,809</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>964,727</u>	<u>49,823</u>	<u>1,014,550</u>	<u>1,056,016</u>
NET ASSETS		<u>964,727</u>	<u>49,823</u>	<u>1,014,550</u>	<u>1,056,016</u>
FUNDS	17				
Unrestricted funds				964,727	1,042,325
Restricted funds				49,823	13,691
TOTAL FUNDS				<u>1,014,550</u>	<u>1,056,016</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2022 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

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

The financial statements were approved by the Board of Trustees and authorised for issue on 15 December 2022 and were signed on its behalf by:

N J McClure - Trustee

ROMNEY MARSH COMMUNITY HUB

CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 MARCH 2022

	Notes	2022 £	2021 £
Cash flows from operating activities			
Cash generated from operations	1	(46,082)	267,609
Net cash (used in)/provided by operating activities		(46,082)	267,609
Cash flows from investing activities			
Purchase of tangible fixed assets		(21,469)	(41,090)
Sale of tangible fixed assets		-	2,050
Interest received		659	738
Net cash used in investing activities		(20,810)	(38,302)
Change in cash and cash equivalents in the reporting period		(66,892)	229,307
Cash and cash equivalents at the beginning of the reporting period		371,822	142,515
Cash and cash equivalents at the end of the reporting period		304,930	371,822

The notes form part of these financial statements

NOTES TO THE CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 MARCH 2022

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

	2022 £	2021 £
Net (expenditure)/income for the reporting period (as per the Statement of Financial Activities)	(41,466)	216,606
Adjustments for:		
Depreciation charges	21,549	20,334
Loss on disposal of fixed assets	-	13,679
Interest received	(659)	(738)
Increase in debtors	(4,855)	(774)
(Decrease)/increase in creditors	(20,651)	18,502
Net cash (used in)/provided by operations	<u>(46,082)</u>	<u>267,609</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	371,822	(66,892)	304,930
	<u>371,822</u>	<u>(66,892)</u>	<u>304,930</u>
Total	<u>371,822</u>	<u>(66,892)</u>	<u>304,930</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. Any incoming resources received in an accounting period that relate exclusively to future years are deferred on the balance sheet.

Grants that do not specify any future performance-related conditions are recorded when the grant proceeds are received or receivable. Any grant that imposes specified future performance-related conditions is recognised only when the performance-related conditions are met. Grants received before the revenue recognition criteria are satisfied are recognised as a liability.

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.

Tangible fixed assets

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

Freehold property	- 1% on cost
Equipment	- 15% on reducing balance
Fixtures and fittings	- 25% on reducing balance
Minibuses	- 25% on reducing balance

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.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

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.

Debtors

Trade and other debtors are recognised at the settlement amount due after any discount offered. Prepayments are valued at the amount prepaid at the year end after taking account of any discount due.

Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any discounts due.

2. GRANTS AND DONATIONS

	2022	2021
	£	£
Donations	20,165	24,530
Gift aid	647	-
Grants	305,581	565,995
	<u>326,393</u>	<u>590,525</u>

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

	2022	2021
	£	£
Other grants	<u>305,581</u>	<u>565,995</u>

3. OTHER TRADING ACTIVITIES

	2022	2021
	£	£
Fundraising events	<u>880</u>	<u>900</u>

4. INVESTMENT INCOME

	2022	2021
	£	£
Deposit account interest	<u>659</u>	<u>738</u>

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2022

5. INCOME FROM CHARITABLE ACTIVITIES

	Activity	2022 £	2021 £
Charitable activities	Day Centre	<u>223,872</u>	<u>167,706</u>

6. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Grant funding of activities (see note 7) £	Support costs (see note 8) £	Totals £
Day Centre	<u>102,498</u>	<u>2,500</u>	<u>488,272</u>	<u>593,270</u>

7. GRANTS PAYABLE

	2022 £	2021 £
Day Centre	<u>2,500</u>	<u>71,612</u>

8. SUPPORT COSTS

	Management £	Finance £	Governance costs £	Totals £
Day Centre	<u>466,615</u>	<u>3,360</u>	<u>18,297</u>	<u>488,272</u>

9. NET INCOME/(EXPENDITURE)

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

	2022 £	2021 £
Depreciation - owned assets	21,548	20,334
Other operating leases	14,529	286
Deficit on disposal of fixed assets	-	13,679
Independent examination and accounts	<u>1,800</u>	<u>1,560</u>

10. 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.

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2022

11. STAFF COSTS

	2022 £	2021 £
Wages and salaries	327,558	258,475
Social security costs	14,859	9,446
Other pension costs	4,788	3,917
	<u>347,205</u>	<u>271,838</u>

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

	2022	2021
Day Centre	<u>28</u>	<u>23</u>

There are no employees who received total employee benefits (excluding employer pension costs) of more than £60,000.

12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Grants and donations	580,110	10,415	590,525
Charitable activities			
Day Centre	167,706	-	167,706
Other trading activities	900	-	900
Investment income	738	-	738
Total	<u>749,454</u>	<u>10,415</u>	<u>759,869</u>
EXPENDITURE ON			
Charitable activities			
Day Centre	<u>526,130</u>	<u>17,133</u>	<u>543,263</u>
NET INCOME/(EXPENDITURE)			
Transfers between funds	223,324	(6,718)	216,606
	<u>4,381</u>	<u>(4,381)</u>	<u>-</u>
Net movement in funds	227,705	(11,099)	216,606
RECONCILIATION OF FUNDS			
Total funds brought forward			
As previously reported	798,727	24,790	823,517
Prior year adjustment	<u>15,893</u>	<u>-</u>	<u>15,893</u>
As restated	814,620	24,790	839,410
TOTAL FUNDS CARRIED FORWARD	<u>1,042,325</u>	<u>13,691</u>	<u>1,056,016</u>

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2022

13. TANGIBLE FIXED ASSETS

	Freehold property £	Equipment £	Fixtures and fittings £	Minibuses £	Totals £
COST					
At 1 April 2021	803,372	26,893	33,644	34,750	898,659
Additions	-	13,493	7,976	-	21,469
At 31 March 2022	803,372	40,386	41,620	34,750	920,128
DEPRECIATION					
At 1 April 2021	139,302	7,128	18,598	22,424	187,452
Charge for year	7,722	4,989	5,756	3,081	21,548
At 31 March 2022	147,024	12,117	24,354	25,505	209,000
NET BOOK VALUE					
At 31 March 2022	656,348	28,269	17,266	9,245	711,128
At 31 March 2021	664,070	19,765	15,046	12,326	711,207

14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022 £	2021 £
Trade debtors	12,742	12,233
Other debtors	80	410
Prepayments	15,122	10,446
	<u>27,944</u>	<u>23,089</u>

15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022 £	2021 £
Trade creditors	15,802	15,812
Social security and other taxes	5,095	3,092
Other creditors	1,245	1,335
Accruals and deferred income	-	26,569
Accrued expenses	7,310	3,294
	<u>29,452</u>	<u>50,102</u>

16. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

	2022 £	2021 £
Within one year	13,750	-
Between one and five years	16,042	-
	<u>29,792</u>	<u>-</u>

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2022

17. MOVEMENT IN FUNDS

	At 1/4/21 £	Net movement in funds £	Transfers between funds £	At 31/3/22 £
Unrestricted funds				
General fund	331,119	(57,644)	(19,876)	253,599
Fixed assets	711,206	(21,549)	21,471	711,128
	<u>1,042,325</u>	<u>(79,193)</u>	<u>1,595</u>	<u>964,727</u>
Restricted funds				
Transport Costs	250	-	-	250
Rebranding	8,761	(10,095)	1,334	-
Property update	4,680	(4,752)	72	-
CEO Support	-	13,125	-	13,125
Wellbeing Contract	-	3,001	(3,001)	-
Hub	-	770	-	770
Assets	-	1,808	-	1,808
Admin	-	14,000	-	14,000
Volunteer	-	19,870	-	19,870
	<u>13,691</u>	<u>37,727</u>	<u>(1,595)</u>	<u>49,823</u>
TOTAL FUNDS	<u><u>1,056,016</u></u>	<u><u>(41,466)</u></u>	<u><u>-</u></u>	<u><u>1,014,550</u></u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	274,234	(331,878)	(57,644)
Fixed assets	-	(21,549)	(21,549)
	<u>274,234</u>	<u>(353,427)</u>	<u>(79,193)</u>
Restricted funds			
Rebranding	1	(10,096)	(10,095)
Property update	-	(4,752)	(4,752)
CEO Support	15,000	(1,875)	13,125
Wellbeing Contract	132,000	(128,999)	3,001
NHS	4,700	(4,700)	-
CMS	5,000	(5,000)	-
Advocacy	13,376	(13,376)	-
Hub	6,270	(5,500)	770
Assets	18,633	(16,825)	1,808
Infection Control	8,640	(8,640)	-
Admin	31,200	(17,200)	14,000
Volunteer	42,750	(22,880)	19,870
	<u>277,570</u>	<u>(239,843)</u>	<u>37,727</u>
TOTAL FUNDS	<u><u>551,804</u></u>	<u><u>(593,270)</u></u>	<u><u>(41,466)</u></u>

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2022

17. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1/4/20 £	Prior year adjustment £	Net movement in funds £	Transfers between funds £	At 31/3/21 £
Unrestricted funds					
General fund	108,440	-	257,337	(34,658)	331,119
Fixed assets	690,287	15,893	(34,013)	39,039	711,206
	<u>798,727</u>	<u>15,893</u>	<u>223,324</u>	<u>4,381</u>	<u>1,042,325</u>
Restricted funds					
The Romney Marsh Community Support Hub	10,000	-	(10,000)	-	-
Transport Costs	-	-	250	-	250
Rebranding	10,000	-	(1,239)	-	8,761
Chairs and kitchen equipment	3,794	-	-	(3,794)	-
Copier	750	-	-	(750)	-
Freezer and till	246	-	(246)	-	-
KCC Sports	-	-	(163)	163	-
Property update	-	-	4,680	-	4,680
	<u>24,790</u>	<u>-</u>	<u>(6,718)</u>	<u>(4,381)</u>	<u>13,691</u>
TOTAL FUNDS	<u><u>823,517</u></u>	<u><u>15,893</u></u>	<u><u>216,606</u></u>	<u><u>-</u></u>	<u><u>1,056,016</u></u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	749,454	(492,117)	257,337
Fixed assets	-	(34,013)	(34,013)
	<u>749,454</u>	<u>(526,130)</u>	<u>223,324</u>
Restricted funds			
The Romney Marsh Community Support Hub	-	(10,000)	(10,000)
Transport Costs	1,000	(750)	250
Rebranding	-	(1,239)	(1,239)
Freezer and till	-	(246)	(246)
KCC Sports	4,735	(4,898)	(163)
Property update	4,680	-	4,680
	<u>10,415</u>	<u>(17,133)</u>	<u>(6,718)</u>
TOTAL FUNDS	<u><u>759,869</u></u>	<u><u>(543,263)</u></u>	<u><u>216,606</u></u>

The Romney Marsh Community Hub - We have received £8,569 from Kent Community Foundation, £53,770 from Folkestone & Hythe District Council and £500 from Helping Hands to improve, expand and rebuild the services supplied by the Community Hub during the continuation of the effects of the covid pandemic. £14,770 of these grants is for the period after 31st March 2022.

17. MOVEMENT IN FUNDS - continued

In addition to the above we received £8,640 from Kent County Council to manage and supply testing services and other protection items for all staff and volunteers who work at or for the Community Hub to protect the health of those using the services. All this money has been spent.

Rebranding - In August 2019 we received £10,000 from the National Lottery to facilitate a freshening of the image of the Day Centre including logos and signs. The money was due to be spent within a year and some preliminary consultation did take place during that year. The covid 19 situation increased, with the National Lottery's permission, the time it took to complete this rebranding but that task has now been completed and all the balance of funds spent this year.

Assets - £4,680 from Kent Community Foundation for a bathroom conversion. £250 for perspex to be installed in the minibus from Cllr Rolfe. £11,377 from Magnox for server equipment. Tony Hill £3,000, Cllr Hills £500 and Cllr Rolfe £448 for the purchase of a new dishwasher. Cole Charitable Trust £1,500 for chairs. £1,808 from Folkestone & Hythe District Council for the purchase of a fridge. All these funds were spent during the year except the perspex £250 and fridge £1,808 donations.

Community Meals Services - The Philip Foundation kindly gave £5,000 to support the provision of community meals from The Hub during the year.

CEO Support - Colyer Ferguson generously gave a £15,000 grant towards the salary of the CEO for a year. £13,125 of this grant s for the period after 31st March 2022.

Volunteer Management and Volunteers - The Edward Gosling Foundation £5,000, Southern Water £8,000 and Little Cheyne Windfarm £5,000 gave funds towards the salary costs of our volunteer manager. Age UK Hythe & Lymnige £10,750, Pargiter Trust £4,000 and National Lottery £10,000 towards supporting, training and looking after our volunteers including getting accreditation for the methods we use. Included in this funding is £19,869 which is for the period beyond 31st March 2022.

18. CONTINGENT LIABILITIES

The charity received grants totally £160,000 towards the construction of the Day Centre from Kent County Council and Folkestone and Hythe Council (formerly Shepway District Council) in 1994/95. In the unlikely event that the property ceases to be a day care centre or the freehold is sold with no replacement facility being acquired, the aforementioned grants will become immediately refundable in full.

19. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2022.

20. COMPANY GUARANTORS

The extent of each guarantee is limited to £1. The company guarantors are the serving trustees.

Accounts

REGISTERED COMPANY NUMBER: 04396846 (England and Wales)
REGISTERED CHARITY NUMBER: 1093388

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2021
FOR
ROMNEY MARSH COMMUNITY HUB
PREVIOUSLY KNOWN AS
ROMNEY MARSH DAY CENTRE (AGE CONCERN)
LIMITED

Gibbons Mannington & Phipps LLP
Chartered Accountants
82 High Street
Tenterden
Kent
TN30 6JG

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It is fair to say that 2020/21 has been an unprecedented year in Romney Marsh Community Hub's history. The Charity entered the financial year a matter of weeks after national lockdown was implemented due to Covid-19. In the middle of March 2020, Romney Marsh Day Centre (as we were called at the time) called a meeting of over 25 different organisations together, to work out a co-ordinated emergency response approach across the Romney Marsh.

Our building was adopted as the central point for the local response to the pandemic and a seven day a week telephone call centre was opened very quickly. Over 300 volunteers were recruited in a short space of time to assist with a number of roles including the call centre, hot meal delivery, shopping and pharmacy deliveries, vaccination centre volunteering, administration support and catering help, to name but a few. A leaflet was circulated across 10,000 homes, with the call centre number on one side and the how to volunteer on the other.

While the Lockdown was relaxed for a number of months during the summer, the service continued well into 2021. The Charity had to adapt and offer more services to people's doorsteps. A number of schemes were set up to keep in touch with many of our frail and isolated older population. These included themed days including VE Day where staff and volunteers dressed up and delivered parcels to people's doors, keeping people's spirits up.

We have been overwhelmed by the commitment and kindness of our staff and volunteers throughout this year and our collaborative, fast responding model has highlighted why the Marsh community remains strong despite our rural spread across 16 towns and villages, including a higher-than-average older population and pockets of socio-economic deprivation. This collaborative support working in partnership with many organisations will live long in the local memory.

Kent County Council and Folkestone and Hythe District Council were hugely supportive and provided emergency funding to support the responsive community services, for the most vulnerable in the local community to receive help and support. The Charity was fortunate to receive additional one off donations over this period from a number of local and national sources towards our emergency response. We also learnt that the bid for services in the Kent County Council tender for a new contract in the South Kent and Thanet region, had been successful, in partnership with Social Enterprise Kent (SEK).

Our achievements are backed by many individuals, heartwarming stories and expressions of gratitude from across the year to all of those involved in our successes and despite our shared losses.

Karen Leader - Chair of Trustees

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2021

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31st March 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Policies and objectives

The Charity's objects are to promote the care of older people in any matter which is now or in the future deemed by law to be charitable within the Shepway District Council area of Romney Marsh.

Volunteers

In 2020/21 our team of volunteers grew from 30 in the previous year to 315, many of these were local people who came forward to support the Covid response. Volunteers assisted with the Support Hub helping to set up a seven day a week call centre; delivering hot meals; assisting with shopping and prescriptions. The Trustees would like to thank all our volunteers for their loyalty to the people who needed help during the pandemic. Whilst some of the volunteers that came forward in the height of the pandemic have returned to work, we have managed to retain at least half of our volunteers and plan to utilise their support to deliver our services in the next financial year.

Main activities undertaken to further the Charity's purposes for the public benefit

All our charitable activities focus on the needs of older people and are undertaken to further our charitable purposes for the public benefit. At Romney Marsh Community Hub we have two groups of service users; those that are over 50 and active older people and those that are in their late 70s and above who are less active and need more traditional support. Many of the wards that our service users live in are in the bottom third of the most disadvantaged communities in the UK, with access to services featuring as a particular hardship in these areas. Outlined below are services provided.

ACHIEVEMENT AND PERFORMANCE

Key performance indicators

At Trustee meetings the Charity's up to date financial activity against budget, cash flow and bank balances are presented by the Treasurer and Finance Officer. The Chief Officer provides a written report at every Trustee meeting, outlining the Charity's current activities and any future threats or opportunities. Key senior members of staff also provide Trustees with written reports on the services they manage. Funding from statutory bodies comes with Key Performance Indicators. Reports to those bodies are provided as required by the agreements. Any continuation funding for services which are provided using the Charity's free reserves are made at the annual Budget meeting. The Chief Officer alongside the Finance Officer monitors the income and expenditure for each department at the end of every calendar month. If a department is not performing as predicted in the budget, any increase/decrease in activity that may require further discussion is reported at the next Trustee meeting.

Review of activities

The community hub building is the core of our organisation, but we also run a range of activities and outreach services in the community. Services provided include:

- A day service at the hub for older people where they can access a range of activities and special interest groups, as well as a hot meal at lunch time
- Information and advice
- Community meals
- Transport service, helping older people to access our daytime activities
- Home support with domestic cleaning and shopping
- Hairdressing

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2021

Delivering activities to respond to the pandemic

By the beginning of this financial year the COVID pandemic had inflicted a lockdown upon us and we began adopting services to meet the needs of our local community as an emergency response support Hub. Our Centre is one of the largest community buildings in the Romney Marsh area and since we were unable to open to our usual service users, we were keen to ensure our resources were used to support the community. The emergency hub was truly a team effort with elements of every department working together to bring all of our knowledge and expertise to the forefront of supporting not only older people of the Marsh, but all age groups and backgrounds. To say this was unprecedented is an understatement!

We set up a Call Centre, seven days a week with volunteers from our local community, utilizing previously unoccupied cabling in the vacant upstairs office space. This involved adopting an internet based central phone number for 5 lines, in addition to our usual business number. We collated information from local and national sources so we were as prepared as possible to deal with any enquiries that came through. In April alone, the Hub Call Centre dealt with over 1800 enquiries.

We created and maintained contact logs for every enquiry and with this core input, we inducted new volunteers quickly to ensure the service was sustainable, as the impact of the pandemic became more apparent.

We have established great working partnerships, thanks in no short part to other departments working with us flexibly and adaptively, with members of other local charities, local businesses and NHS teams.

We dealt with enquiries into government guidelines, shopping and meal deliveries. The stay-at-home message meant hundreds of people who were vulnerable due to their age, health and/or other complex issues needed to rethink their daily routines abruptly. We contacted and established a safe way for volunteers to assist in pharmacy deliveries across our area. The details we recorded enabled nearly 400 deliveries in April. Over the course of the year, this more than doubled despite all of the local pharmacies also increasing their capacity to deliver too.

Hi-Kent continued to provide batteries to us as the leading charity in Kent for those deaf and partially deaf. Their usual volunteers were unable to attend the Centre so our team successfully provided 513 battery packs to people throughout the year. They also provided us with key information for people who needed repairs while clinics were postponed in Centre's and hospitals across the county. Our work with the local foodbank and Salvation Army has provided emergency food parcels to those in need of support for their most basic provisions.

From 1st June 2020, we reintroduced a Covid secure way to deliver Home Support for older people to retain the independent living service they rely upon to assist in their daily living. This resulted in 674 visits over 10 months, equating to an average of around 3 visits per day from our small dedicated team.

Delivering our existing services during the pandemic

Throughout the year various restrictions were in place that meant that when we were able to open our Centre our day service was run on a very restricted basis, in order to protect our vulnerable service users. We adapted most of our other services including changing our hairdressing to a mobile service (from July 2020) and running a skeleton transport service to ensure people were able to access medical appointments and vaccines.

Our Information and Advice services continued throughout the pandemic with doorstep visits or home visits when it was permissible. Over the year 356 individuals were supported through this service and the following was achieved:

61 Attendance Allowance claims (All awarded have been granted at the higher rate for a minimum period of 3yrs)
6 PIP (Personal Independence Payments) claims
Assisted with 18 Carers Allowance claims
91 Blue Badges were applied for and granted

In total £818,887 total benefits were awarded, making everyday life easier for our service users.

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2021

We saw our community meals rise from 7,250 hot meals in 2019/20 to 15,671 in 2020/21 and the sandwich teas rose from 368 to 735. For the first few months of the pandemic, the catering team worked with other departments and volunteers to provide a choice of shopping boxes containing essential items, which were delivered to people's homes.

What we achieved in 2020/21

- We answered or made 25,548 support calls
- We responded to 1,009 prescription requests
- We provided hearing aid assistance (in association with Hi-Kent) 521 times
- We delivered 15,900 hot meals
- We provided 319 COVID safe hairdressing appointments
- We delivered 674 home support visits
- We provided 297 personal shopping trips

Fundraising activities and income generation

At the beginning of the financial year, we had a fundraising strategy in place, which involved approaching grant making Trusts and as part of a partnership led by Social Enterprise Kent, we were tendering for a service delivery contract from Kent County Council (known as the wellbeing contract). Each year we run community fundraising events, such as a Christmas Fair and raffles, but this year we were unable to run these activities.

Our Kent County Council funding was due to end in July 2020 and was to be replaced by Wellbeing contract. The Wellbeing contract tendering was temporarily paused as a result of the COVID pandemic, so Kent County Council continued funding us until March 2021 with emergency funding, in recognition of the work we were delivering to the local community. Ultimately the tendering process was restarted and our partnership was successful in securing the three-year contract, with service delivery commencing in April 2021. Whilst this is good news, the contract is tapering over the three years and it is less than we were previously receiving.

Folkestone and Hythe District Council were very supportive of the hub and we were one of three hubs in the district that received emergency funding from the Council to deliver support to our local community.

Our position as one of the few community support organisations on the Marsh meant that we were very successful at securing emergency grants; which has resulted in a strong end of year position for the charity, that we are unlikely to replicate in future years, given that many of the grants we received were from one off funding pots. We also received a £100k partnership grant from National Lottery Community Fund; which was shared between 4 organisations.

Towards the end of the financial year, we secured funding from Kent County Council's strategic planning fund to develop a business plan and fundraising strategy during the next financial year. As part of our future income generation strategy, we had commenced negotiations on a charity shop lease by the end of this financial year.

FINANCIAL REVIEW

Reserves policy

The Trustees have reviewed the reserves of the charitable company and have established a policy under which the free reserves held by the charitable company should be approximately three months of the annual resources expended, that is approximately £120,000. This provides working capital and would enable the charitable company to continue operations in the event of a significant drop in funding long enough to reduce or cease its activities in an orderly manner.

We had approximately 8 months reserves (£331k) by the end of the financial year. Some of the funds carried forward in free reserves were intended for expenditure on COVID response; so, we expect our reserves position to reduce in the next financial year.

This policy will be reviewed annually.

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2021

FINANCIAL REVIEW

Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

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

Romney Marsh Community Hub is a company limited by guarantee, without share capital, incorporated on 18 March 2002 and registered as a charity on 12 August 2002.

The company was established under the memorandum of association, which sets out the objects and powers of the charity company and is governed by its Articles of Association.

It is governed by its Memorandum and Articles of Association. The Charity is constituted under a Memorandum of Association dated 11 March 2002.

Recruitment and appointment of new trustees

Trustees with suitable expertise are recruited to assist the existing trustees to manage RMCH. It is envisaged that all Trustees will have an interest in older people and an understanding of the difficulties some face in maintaining a fulfilling life.

The Executive Committee, which administers the Charity, consists of:

- Honorary Officers
- Not less than 3 members

All of the Board of Trustees are also Directors of the limited company. In accordance with the Charity's Articles of Association, the Honorary Officers are re-elected each year and other members of the Board of Trustees retire in rotation. One third of members retire each year and are eligible for re-election. The Board of Trustees are entitled, as members, to appoint new Trustees during the year. This is then ratified at the annual general meeting.

Organisational structure and decision-making policies

The Trustees meet a minimum of four times each year. One week prior to the meeting, Trustees are sent the Chief Officer's Report, which outlines the day-to-day operations of RMCH since the last meeting. That report may also include specific decisions to be made by the Trustees. Any financial reports are also sent out one week prior to the meetings. Receiving reports prior to the meetings allows Trustees time to consider the content and request any further information they may require. Trustees administer the Charity and company. The Chief Officer manages the day-to-day operations of the charity's services. The Trustees are familiar with those activities and bear in mind Charity Commission guidance on public benefit when making decisions. To facilitate effective operations, the Chief Officer has delegated authority from the Trustees for operational matters including finance, employment of staff, recruitment of volunteers and the provision of services.

Induction and training of new trustees

New trustees undergo an orientation programme, as set out in the Trustee Induction Policy, which includes meeting the Chief Officer and an existing Trustee to discuss how the charity operates its day-to-day activities. Copies of relevant guidelines published by the Charity Commission, copies of Chief Officer Reports to Trustee meetings, and copies of previous minutes of Trustee meetings are provided. New Trustees visit the RMCH site to meet staff, other trustees, volunteers and clients to familiarise themselves with those involved with the charity's work. Trustees are also encouraged to attend relevant training events.

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Key management remuneration

Senior staff pay grades are compared to other local charity staff with similar responsibilities. Staff pay increases are based on the anticipated grant income charged for service income and the previous year's overall financial position. Any agreed percentage increase is awarded to all staff following the annual budget meeting, except when legislation, such as the minimum wage increase, is implemented and any knock-on effect on differentials.

Related parties

There were no party related relationships.

Financial risk management

The Trustees have a risk management strategy/plan which comprises:

- An annual rolling programme to review the risks the Charity may face
- The establishment of systems and procedures to mitigate those risks identified in the plan.
- The implementation of procedures designed to minimise any potential impact on the Charity should those risks materialise.

The key controls used by the Charity include:

- Formal agenda for the Trustee Meetings
- Detailed strategic planning, budgeting and management accounting
- Established organisational structure and lines of reporting
- Formal lines of reporting
- Clear authorisation and approval levels
- Register of risks

One of the key elements in the management of financial risk is the establishment of a Reserves Policy and a regular review process to ensure adequate long-term assurance of operational services.

Plans for future periods

The coming year

If funds allow in 2021/22 it is hoped we can continue to provide all of our core services; which include our day service, community meals, transport, advice and information, activity groups and hairdressing.

Trustee priorities for the Charity continue to be:

- Improving Health & Wellbeing through the implementation of a new KCC contract in partnership with Social Enterprise Kent
- Preventing Loneliness and Isolation
- Providing practical help at home
- Informing and empowering older people
- Improving infrastructure and support for volunteers
- Change of name and rebrand of charity
- Improving our efficiency and fiscal sustainability

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Strategic Priorities to 2025

The longer-term priorities for RMCH are:

- Developing our service offer to ensure there is a wide range of community activities available for older people across the Romney Marsh area
- Continuing our day service, aimed at the more vulnerable older people, helping them to feel less isolated
- Carrying out refurbishment work to maximise and extend our current facilities, so that we can grow our range of onsite services
- Developing our back-office systems, including the implementation of a new CRM database to streamline our admin processes
- Implementing a range of changes to ensure RMCH is operating in an environmentally friendly manner
- Implementing a new fundraising strategy that will generate more unrestricted income for the charity through a portfolio of charity shops and a new individual giving programme, assuring our longer-term sustainability
- Developing existing and new partnerships with other charitable organisations to deliver a greater range of services and reduce duplication

Covid-19

At the time of signing the accounts the pandemic continues to affect our day-to-day operations and during the 2021/22 financial year there has been less emergency funding available; which means the charity will use some of the reserves carried forward at the end of the 2020/21 financial year. Trustees are aware of the potential economic and social effects of the Covid-19 virus outbreak, the Charity will continue to seek to mitigate this risk by following the UK Government's guidelines and adapting/developing its own internal strategy.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

04396846 (England and Wales)

Registered Charity number

1093388

Registered office

Sunflower House

Rolfe Lane

New Romney

Kent

TN28 8JR

Trustees

R F Constable

Ms K A Leader (resigned 18/11/2021)

Ms V I Loseby (resigned 18/11/2021)

Cllr Mrs C J Waters

Cllr Mrs C Metcalfe

Mrs S M Thomas

Ms V A Butt (appointed 12/2/2021)

P McNamee (appointed 27/8/2020)

Ms K Smith (appointed 1/10/2020)

Ms L N Kember (appointed 1/10/2020) (resigned 18/8/2021)

Ms W P Richley (appointed 23/4/2021)

Independent Examiner

Gibbons Mannington & Phipps LLP

Chartered Accountants

82 High Street

Tenterden

Kent

TN30 6JG

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2021

REFERENCE AND ADMINISTRATIVE DETAILS

Bankers

National Westminster Bank Plc

High Street

Ashford Kent

TN24 8SH

CHANGE OF NAME

The charitable company passed a special resolution on 13th May 2021 changing its name from Romney Marsh Day Centre (Age Concern) Limited to Romney Marsh Community Hub.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 22nd December 2021 and signed on its behalf by:

Ms K Smith - Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
ROMNEY MARSH COMMUNITY HUB
PREVIOUSLY KNOWN AS
ROMNEY MARSH DAY CENTRE (AGE CONCERN)
LIMITED

Independent examiner's report to the trustees of Romney Marsh Community Hub ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31st March 2021.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of ICAEW which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Samantha Whiting FCA
ICAEW
Gibbons Mannington & Phipps LLP
Chartered Accountants
82 High Street
Tenterden
Kent
TN30 6JG

24th December 2021

ROMNEY MARSH COMMUNITY HUB

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

		Unrestricted funds	Restricted funds	2021 Total funds	2020 Total funds as restated
	Notes	£	£	£	£
INCOME AND ENDOWMENTS FROM					
Grants and donations	2	580,110	10,415	590,525	249,796
Charitable activities	5				
Day Centre		167,706	-	167,706	214,710
Other trading activities	3	900	-	900	15,036
Investment income	4	738	-	738	793
Total		749,454	10,415	759,869	480,335
EXPENDITURE ON					
Charitable activities	6				
Day Centre		526,130	17,133	543,263	495,833
NET INCOME/(EXPENDITURE)		223,324	(6,718)	216,606	(15,498)
Transfers between funds	17	4,381	(4,381)	-	-
Net movement in funds		227,705	(11,099)	216,606	(15,498)
RECONCILIATION OF FUNDS					
Total funds brought forward					
As previously reported		798,727	24,790	823,517	833,717
Prior year adjustment	13	15,893	-	15,893	21,191
As restated		814,620	24,790	839,410	854,908
TOTAL FUNDS CARRIED FORWARD		1,042,325	13,691	1,056,016	839,410

The notes form part of these financial statements

BALANCE SHEET
31ST MARCH 2021

	Notes	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds as restated £
FIXED ASSETS					
Tangible assets	14	711,207	-	711,207	706,180
CURRENT ASSETS					
Debtors	15	23,089	-	23,089	22,315
Cash at bank and in hand		331,562	40,260	371,822	142,515
		<u>354,651</u>	<u>40,260</u>	<u>394,911</u>	<u>164,830</u>
CREDITORS					
Amounts falling due within one year	16	(23,533)	(26,569)	(50,102)	(31,600)
NET CURRENT ASSETS		<u>331,118</u>	<u>13,691</u>	<u>344,809</u>	<u>133,230</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>1,042,325</u>	<u>13,691</u>	<u>1,056,016</u>	<u>839,410</u>
NET ASSETS		<u><u>1,042,325</u></u>	<u><u>13,691</u></u>	<u><u>1,056,016</u></u>	<u><u>839,410</u></u>
FUNDS	17				
Unrestricted funds				1,042,325	814,620
Restricted funds				13,691	24,790
TOTAL FUNDS				<u><u>1,056,016</u></u>	<u><u>839,410</u></u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31st March 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

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

The financial statements were approved by the Board of Trustees and authorised for issue on 22nd December 2021 and were signed on its behalf by:

K Smith - Trustee

ROMNEY MARSH COMMUNITY HUB

CASH FLOW STATEMENT
FOR THE YEAR ENDED 31ST MARCH 2021

		2021	2020 as restated
	Notes	£	£
Cash flows from operating activities			
Cash generated from operations	1	<u>267,609</u>	<u>4,333</u>
Net cash provided by operating activities		<u>267,609</u>	<u>4,333</u>
Cash flows from investing activities			
Purchase of tangible fixed assets		(41,090)	(951)
Sale of tangible fixed assets		2,050	-
Interest received		<u>738</u>	<u>793</u>
Net cash used in investing activities		<u>(38,302)</u>	<u>(158)</u>
Change in cash and cash equivalents in the reporting period		<u>229,307</u>	<u>4,175</u>
Cash and cash equivalents at the beginning of the reporting period		<u>142,515</u>	<u>138,340</u>
Cash and cash equivalents at the end of the reporting period		<u><u>371,822</u></u>	<u><u>142,515</u></u>

The notes form part of these financial statements

NOTES TO THE CASH FLOW STATEMENT
FOR THE YEAR ENDED 31ST MARCH 2021

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

	2021	2020 as restated
	£	£
Net income/(expenditure) for the reporting period (as per the Statement of Financial Activities)	216,606	(15,498)
Adjustments for:		
Depreciation charges	20,334	16,705
Loss on disposal of fixed assets	13,679	-
Interest received	(738)	(793)
Increase in debtors	(774)	(22,315)
Increase in creditors	18,502	26,234
Net cash provided by operations	<u>267,609</u>	<u>4,333</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>142,515</u>	<u>229,307</u>	<u>371,822</u>
	<u>142,515</u>	<u>229,307</u>	<u>371,822</u>
Total	<u>142,515</u>	<u>229,307</u>	<u>371,822</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. Any incoming resources received in an accounting period that relate exclusively to future years are deferred on the balance sheet.

Grants that do not specify any future performance-related conditions are recorded when the grant proceeds are received or receivable. Any grant that imposes specified future performance-related conditions is recognised only when the performance-related conditions are met. Grants received before the revenue recognition criteria are satisfied are recognised as a liability.

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.

Tangible fixed assets

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

Freehold property	- 1% on cost
Equipment	- 15% on reducing balance
Fixtures and fittings	- 25% on reducing balance
Minibuses	- 25% on reducing balance

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.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

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.

Debtors

Trade and other debtors are recognised at the settlement amount due after any discount offered. Prepayments are valued at the amount prepaid at the year end after taking account of any discount due.

Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any discounts due.

2. GRANTS AND DONATIONS

	2021	2020 as restated
	£	£
Donations	24,530	11,648
Grants	565,995	238,148
	<u>590,525</u>	<u>249,796</u>

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

	2021	2020 as restated
	£	£
Other grants	<u>565,995</u>	<u>238,148</u>

3. OTHER TRADING ACTIVITIES

	2021	2020 as restated
	£	£
Fundraising events	<u>900</u>	<u>15,036</u>

4. INVESTMENT INCOME

	2021	2020 as restated
	£	£
Deposit account interest	<u>738</u>	<u>793</u>

5. INCOME FROM CHARITABLE ACTIVITIES

	2021	2020 as restated
	£	£
Charitable activities	<u>167,706</u>	<u>214,710</u>

6. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Grant funding of activities (see note 7) £	Support costs (see note 8) £	Totals £
Day Centre	<u>87,530</u>	<u>71,612</u>	<u>384,121</u>	<u>543,263</u>

7. GRANTS PAYABLE

	2021	2020 as restated
	£	£
Day Centre	<u>71,612</u>	<u>-</u>

8. SUPPORT COSTS

	Management £	Finance £	Governance costs £	Totals £
Day Centre	<u>369,282</u>	<u>2,023</u>	<u>12,816</u>	<u>384,121</u>

9. NET INCOME/(EXPENDITURE)

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

	2021	2020 as restated
	£	£
Depreciation - owned assets	20,334	16,704
Other operating leases	286	-
Deficit on disposal of fixed assets	13,679	-
Independent examination and accounts	<u>1,560</u>	<u>1,017</u>

10. TRUSTEES' REMUNERATION AND BENEFITS

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

Trustees' expenses

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

11. STAFF COSTS

	2021	2020 as restated
	£	£
Wages and salaries	258,475	291,843
Social security costs	9,446	11,414
Other pension costs	3,917	4,236
	<u>271,838</u>	<u>307,493</u>

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

	2021	2020 as restated
Day Centre	<u>23</u>	<u>37</u>

There are no employees who received total employee benefits (excluding employer pension costs) of more than £60,000.

12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds	Restricted funds	Total funds as restated
	£	£	£
INCOME AND ENDOWMENTS FROM			
Grants and donations	216,221	33,575	249,796
Charitable activities			
Day Centre	214,710	-	214,710
Other trading activities	15,036	-	15,036
Investment income	793	-	793
Total	<u>446,760</u>	<u>33,575</u>	<u>480,335</u>
EXPENDITURE ON			
Charitable activities			
Day Centre	486,978	8,855	495,833
NET INCOME/(EXPENDITURE)	<u>(40,218)</u>	<u>24,720</u>	<u>(15,498)</u>
Transfers between funds	<u>(70)</u>	<u>70</u>	<u>-</u>
Net movement in funds	<u>(40,288)</u>	<u>24,790</u>	<u>(15,498)</u>

12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted funds	Restricted funds	Total funds as restated
	£	£	£
RECONCILIATION OF FUNDS			
Total funds brought forward			
As previously reported	833,717	-	833,717
Prior year adjustment	21,191	-	21,191
As restated	854,908	-	854,908
TOTAL FUNDS CARRIED FORWARD	814,620	24,790	839,410

13. PRIOR YEAR ADJUSTMENT

The comparative figures for the year ended 31 March 2019 and 31 March 2020 have been restated to reflect the capitalisation of a mini bus purchased for £29,000 during the year ended 31 March 2019 which was initially expensed to the SOFA in error.

14. TANGIBLE FIXED ASSETS

	Freehold property £	Equipment £	Fixtures and fittings £	Minibuses £	Totals £
COST					
At 1st April 2020	803,372	92,330	48,569	126,074	1,070,345
Additions	-	22,127	18,963	-	41,090
Disposals	-	(87,564)	(33,888)	(91,324)	(212,776)
At 31st March 2021	803,372	26,893	33,644	34,750	898,659
DEPRECIATION					
At 1st April 2020	131,580	78,177	46,020	108,388	364,165
Charge for year	7,722	3,488	5,015	4,109	20,334
Eliminated on disposal	-	(74,537)	(32,437)	(90,073)	(197,047)
At 31st March 2021	139,302	7,128	18,598	22,424	187,452
NET BOOK VALUE					
At 31st March 2021	664,070	19,765	15,046	12,326	711,207
At 31st March 2020	671,792	14,153	2,549	17,686	706,180

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST MARCH 2021

15. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020 as restated
	£	£
Trade debtors	12,233	8,773
Other debtors	410	5
Accrued income	-	10,112
Prepayments	10,446	3,425
	<u>23,089</u>	<u>22,315</u>

16. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020 as restated
	£	£
Trade creditors	15,812	16,815
Social security and other taxes	3,092	3,006
NEST Pension	-	714
Other creditors	1,335	7,489
Accruals and deferred income	26,569	-
Accrued expenses	3,294	3,576
	<u>50,102</u>	<u>31,600</u>

17. MOVEMENT IN FUNDS

	At 1/4/20 £	Prior year adjustment £	Net movement in funds £	Transfers between funds £	At 31/3/21 £
Unrestricted funds					
General fund	108,440	-	257,337	(34,658)	331,119
Fixed assets	690,287	15,893	(34,013)	39,039	711,206
	<u>798,727</u>	<u>15,893</u>	<u>223,324</u>	<u>4,381</u>	<u>1,042,325</u>
Restricted funds					
The Romney Marsh Community Support Hub	10,000	-	(10,000)	-	-
Transport Costs	-	-	250	-	250
Rebranding	10,000	-	(1,239)	-	8,761
Chairs and kitchen equipment	3,794	-	-	(3,794)	-
Copier	750	-	-	(750)	-
Freezer and till	246	-	(246)	-	-
KCC Sports	-	-	(163)	163	-
Property update	-	-	4,680	-	4,680
	<u>24,790</u>	<u>-</u>	<u>(6,718)</u>	<u>(4,381)</u>	<u>13,691</u>
TOTAL FUNDS	<u>823,517</u>	<u>15,893</u>	<u>216,606</u>	<u>-</u>	<u>1,056,016</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	749,454	(492,117)	257,337
Fixed assets	-	(34,013)	(34,013)
	<u>749,454</u>	<u>(526,130)</u>	<u>223,324</u>
Restricted funds			
The Romney Marsh Community Support Hub	-	(10,000)	(10,000)
Transport Costs	1,000	(750)	250
Rebranding	-	(1,239)	(1,239)
Freezer and till	-	(246)	(246)
KCC Sports	4,735	(4,898)	(163)
Property update	4,680	-	4,680
	<u>10,415</u>	<u>(17,133)</u>	<u>(6,718)</u>
TOTAL FUNDS	<u><u>759,869</u></u>	<u><u>(543,263)</u></u>	<u><u>216,606</u></u>

Comparatives for movement in funds

	At 1/4/19 £	Prior year adjustment £	Net movement in funds £	Transfers between funds £	At 31/3/20 £
Unrestricted funds					
General fund	132,975	-	(23,513)	(1,022)	108,440
Fixed assets	700,742	21,191	(16,705)	952	706,180
	<u>833,717</u>	<u>21,191</u>	<u>(40,218)</u>	<u>(70)</u>	<u>814,620</u>
Restricted funds					
The Romney Marsh Community Support Hub	-	-	10,000	-	10,000
Projector and screen	-	-	(70)	70	-
Rebranding	-	-	10,000	-	10,000
Chairs and kitchen equipment	-	-	3,794	-	3,794
Copier	-	-	750	-	750
Freezer and till	-	-	246	-	246
	<u>-</u>	<u>-</u>	<u>24,720</u>	<u>70</u>	<u>24,790</u>
TOTAL FUNDS	<u><u>833,717</u></u>	<u><u>21,191</u></u>	<u><u>(15,498)</u></u>	<u><u>-</u></u>	<u><u>839,410</u></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	446,760	(470,273)	(23,513)
Fixed assets	-	(16,705)	(16,705)
	<u>446,760</u>	<u>(486,978)</u>	<u>(40,218)</u>
Restricted funds			
The Romney Marsh Community Support Hub	10,000	-	10,000
Projector and screen	449	(519)	(70)
Transport Costs	4,000	(4,000)	-
Christmas Activities	4,336	(4,336)	-
Rebranding	10,000	-	10,000
Chairs and kitchen equipment	3,794	-	3,794
Copier	750	-	750
Freezer and till	246	-	246
	<u>33,575</u>	<u>(8,855)</u>	<u>24,720</u>
TOTAL FUNDS	<u><u>480,335</u></u>	<u><u>(495,833)</u></u>	<u><u>(15,498)</u></u>

The Romney Marsh Community Support Hub - On 26 March 2020 we received £10,000 from the Romney Marsh Town Council to contribute towards the set up of a local hub of volunteers and redeployed staff to help people on the Marsh through the March lockdown which has been spent during the current year.

Rebranding - In August 2019 we received £10,000 from the National Lottery to facilitate a freshening of the image of the Day Centre including logos and signs. The money was due to be spent within a year and some preliminary consultation work did take place during the year. Some progress was made after the accounts' year end but the National Lottery have increased the time by which the funds have to be spent in light of the Covid 19 situation.

Chairs and kitchen equipment - £3,794 was received from Little Cheyne Wind Farm in November towards the cost of new chairs and kitchen equipment for the Day Centre. In September 2020 the refurbishment of the Day Centre was completed with new chairs in the new colour scheme were purchased and work on the kitchen began.

Freezer and till - Funds were received from Folkestone and Hythe District Council in February 2020 for the purchase of a new freezer and till. The till was brought in April 2020 and the freezer in May 2020.

18. CONTINGENT LIABILITIES

The charity received grants totally £160,000 towards the construction of the Day Centre from Kent County Council and Folkestone and Hythe Council (formerly Shepway District Council) in 1994/95. In the unlikely event that the property ceases to be a day care centre or the freehold is sold with no replacement facility being acquired, the aforementioned grants will become immediately refundable in full.

19. RELATED PARTY DISCLOSURES

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

20. COMPANY GUARANTORS

The extent of each guarantee is limited to £1. The company guarantors are the serving trustees.