

**AGE CONCERN NORTH NORFOLK**  
**(A Company Limited by Guarantee)**

**UNAUDITED**

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2025**

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**AGE CONCERN NORTH NORFOLK**  
**(A Company Limited by Guarantee)**

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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS**  
**FOR THE YEAR ENDED 31 MARCH 2025**

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<b>Trustees</b>	Mark Danson-Hatcher, Chair Amy Franklin, (Finance) Glyn Davies, (Publicity and PR) Christopher Bingham, (Major projects) Susan Rosser, (without portfolio) Sally-Anne McCracken, (without portfolio)
<b>Company registered number</b>	04675599
<b>Charity registered number</b>	1097115
<b>Registered office</b>	35b Cremer Street Sheringham Norfolk NR26 8DZ
<b>Centre Manager</b>	Jenny Smith
<b>Accountants</b>	MA Partners LLP Chartered Accountants 7 The Close Norwich Norfolk NR1 4DJ

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**AGE CONCERN NORTH NORFOLK**  
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**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2025**

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The Trustees present their annual report together with the financial statements of the charity for the year 1 April 2024 to 31 March 2025. The Annual Report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual Report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the charity qualifies as small under section 382 of the Companies Act 2006, the Strategic Report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

**Objectives and activities**

**a. Policies and objectives**

The aims, objectives and activities of the charity are reviewed regularly. This review looks at achievements and outcomes in the period 1 April 2024 to 31 March 2025, at the success of each activity and the benefits brought to older people in North Norfolk. Guidance on public benefit provided by the Charity Commission has been used to review our aims and objectives and in planning our future activities. All our services are available to people in the central part of the North Norfolk District Council area.

The charity's objectives, set out in our Articles of Association, are to promote the wellbeing of older people in and around North Norfolk by:

- preventing or relieving the poverty of older people;
- advancing education;
- preventing or relieving sickness, disease or suffering in older people (whether emotional, mental or physical);
- promoting equality and diversity;
- assisting older people in need by reason of ill-health, disability, financial hardship, social exclusion or other disadvantage; and
- such other charitable purposes for the benefit of older people as the Trustees may from time to time decide.

**b. Activities undertaken to achieve objectives**

The main areas of activity aimed at achieving our objectives are:

**1. Day Centre Hub**

Day and half day service which can include a freshly prepared home cooked lunch and a wide range of enjoyable, stimulating activities for customers.

**2. Meals on Heels**

The provision of high quality, hot and cold, nutritionally balanced meals prepared and cooked at the Day Centre and delivered to customers at home.

**3. Bathing and personal care**

A specially equipped bathroom with bath and shower facilities. Fully qualified and vetted staff provide support and assistance as necessary.

**4. Laundry service**

A fast turn round for clothing, bed linen and towels using Day Centre facilities.

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**AGE CONCERN NORTH NORFOLK**  
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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2025**

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**Objectives and activities (continued)**

**5. Be-Friending Calls and Limited Home Visits**

Be-friending phone calls; support workers can set up weekly calls to check on a person's well-being. Limited Home Visits are linked to Meals on Heels deliveries which can include a short well-being check for more vulnerable customers.

**6. Intergenerational Work**

Older and younger people working together gain an increased respect for each other. Links with Gresham's School and Paston College have continued to develop throughout the year. The students interact with our clientele providing social contact, some help with technology as well as involving themselves in organised activities such as art, crafting, quizzes and gently active games. Paston College students preparing for a career in the Care sector can gain and document valuable experience and contribute to the positive environment the Day Centre offers.

**The focus of our work for this year has been:**

Continued improvement of the environment and services the Day Centre offers.

Ensuring our Meals on Heels service provides high quality meals and value for money.

Further developing staff expertise and skills in the care of older people in a Day Centre setting, including deeper knowledge and understanding of the support those with dementia require.

Expanding and improving our network with relevant statutory and charity sector organisations to increase awareness of Age Concern North Norfolk.

**We have also been working on:**

Improving publicity, including web presence and use of printed media.

Initiating a major improvement to the kitchen.

Further improvement of our offer to customers thereby improving uptake of our day and other services.

To provide support for carers.

To work more closely with Dementia Friendly Groups and to work more closely with the Council (Integrated Care) in the area.

Driving down costs without damaging the quality of our services.

**c. Main activities undertaken to further the charity's purposes for the public benefit**

Our activities further the charity's purposes for the public benefit. When older people are cared for, with the provision of the range of services that we offer at Age Concern North Norfolk, there is a much wider impact on health services and family and social networks. The dangers of isolation and loneliness are minimised and there is a sense of community cohesion.

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**AGE CONCERN NORTH NORFOLK**  
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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2025**

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**Achievements and performance**

**a. Review of activities**

**1. Business Plan**

Work on our new business plan is underway and remains focused on the provision of three levels of service detailed below. However the continuing wider financial uncertainty during the year has affected our planning.

**Level 1** - A service which acknowledges that the over 50s of today (future service users) are increasingly more active and looking for services that are geared towards maintaining their health, wellbeing and independent lifestyle, thereby preventing them from being admitted into long term care placements.

**Level 2** - A more holistic approach to day services/opportunities to address issues other than health/disability which may have an impact on well-being. This service will aim to support more independent service users who may be isolated and need more inclusion and interaction. This will involve providing support, information, advice, meals, etc. This will include guidance in health and wellbeing and opportunities for therapies, group activities, education and information sessions.

**Level 3** - Services for older people who require support as a result of their physical or mental difficulties. These services will provide support to carers in the form of daily respite relieving them from their intense caring role. Each client will have their care and activities tailor made to meet their individual needs.

**2. Re-Branding**

Anecdotal evidence, as well as research locally, highlighted the identity of Age Concern North Norfolk (ACNN) to be routinely confused with Age UK and assumption we remained part of the large national Age Concern charity or Age UK, with access to their financial and other resources. A significant part of this misconception has been the similarity of our corporate identity to these charities and that insufficient emphasis has been placed on our local focus. Although knowledge of ACNN has been improved significantly in the professional sector in recent years better public recognition locally was needed.

Consequently, the Trustees took the decision to re-brand ACNN as Sheringham Day Services. This was successfully completed at the end of the financial year and the charity will trade as Sheringham Day Services (SDS) with a fresh and easily recognizable identity.

**3. Premises**

Successful grant applications have enabled planned refurbishment and more urgent repair of the Day Centre to be achieved. Most recently we have applied for grant funding to change all lighting to LED to improve general illumination throughout the building, reduce energy consumption and maintenance costs.

**Improved Utility Area**

Improvement of the principal service area of the Day Centre has been completed.

**Kitchen**

The kitchen is a key facility. Replacement of small appliances and equipment have been made as these items reached the end of useful life.

Plans for significant improvement of the kitchen have been progressed with much initial formal planning work completed. However, this preparatory work identified key difficulties concerning construction on our southern boundary, further complicating the project and potentially adding significant cost; alternatives are under consideration.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2025**

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**Achievements and performance (continued)**

**4. Day Services**

**Introduction**

The charity provides high quality day care for older people funded either through personal care budgets or by customers self-funding.

Under the leadership of Jennifer Smith, the Day Centre Manager, our well-motivated and well-trained staff have created a welcoming Day Centre offering a warm, comfortable and caring environment with a wide range of stimulating activities, high-quality home-cooked meals and refreshments throughout the day. This is further enhanced by the Meals on Heels service which reaches into the wider community and made possible by the excellent volunteer delivery team. The hard work and dedication of staff and volunteers has created an enviable reputation, and this is reflected in the demand for our services.

**a. Networking**

With this carefully created reputation and the wide-ranging networking conducted by Jenny knowledge of the charity continues to improve and is an important factor contributing to increased customer numbers. The following illustrates the range of organisations with which regular contact is maintained:

Healthier Sheringham  
Sheringham Dementia Friendly Community  
Everyone Active  
North Norfolk Community Hub – North Norfolk District Council  
Parish Nurse – Salvation Army  
Later Life Network (Age UK)  
Norfolk Older Peoples' Strategic Partnership  
North Norfolk Health and Well-being Partnership (NNHWP)  
Voluntary Norfolk Network  
Community Action Norfolk

**Use of Day Centre Services**

	<b>2024/25</b>	<b>2023/24</b>	<b>2022/23</b>	<b>2021/22</b>	<b>2020/21</b>	<b>2019/20</b>	<b>2018/19</b>
Full days	1,269	1,807	1,340	777	ND	410	591
Half days	360	427	293	212	205	211	427
Meals on Heels	5,926	5,564	4,460	3,875	1,613	421	369
Centre meals	1,922	2,926	2,032	281	ND	ND	ND
Baths	263	389	267	111	34	183	94
Laundry	49	51	7#	24	ND	ND	ND

**Notes**

ND - No data or service not active.

# - Tumble dryer breakdown has limited the provision of service.

**b. Activities**

The charity prides itself on the quality and variety of activities available at the Day Centre and, whenever possible, enjoyable excursions. During the summer three boat trips on the River Bure enabled most Day Centre customers to experience and for some revisit the natural beauty of the Broads National Park.

A visit to the walled gardens of a local National Trust property, Felbrigg Hall, also arranged in the summer for all of our clients, provided a particularly enjoyable and memorable day out. The visit, which prompted many reminiscences, benefitted from a fine hot day, an excellent picnic lunch and very welcome ice-creams.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2025**

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**Achievements and performance (continued)**

We were particularly grateful to Messrs. Sanders, a local coach company, for providing transport.

Activities at the Day Centre have maintained singing and music sessions provided by a number of local soloists and groups as well as staff. Similarly art sessions led by a visiting tutor, staff and volunteers remain popular as do the seasonally themed craft sessions. The activity programme has seen the addition of a Victorian Magic Show, a performance by Sheringham Morris Dancers, fortnightly health and wellness sessions including hand massages and music and movement therapy.

The well-established pet therapy programme involved visiting alpacas, dogs, guinea pigs and owls. The activity programme has been enhanced with the purchase of a 'white screen'.

**c. Staffing**

Staff levels have been maintained over the year in line with customer numbers, the demand for meals and maintaining high quality day care. Savings on staff costs have arisen principally from some long-term staff sickness, leading to retirement, and with consequent careful management of staff hours. Vacancies have been filled through promotion and reorganization of existing staff. The employment of a part-time in-house fundraiser tasked with concentrating on local sources provided modest success and was concluded when the post holder resigned. The staff comprises:

**Centre Manager**

Jennifer Smith

**Office Manager**

Alison Craske

**Senior Care Workers**

Molly Billman

**Support Workers**

Brenda Bywater

Susan Frazer

Ann Harrington

Kerry Hogan

**Chefs**

Paul Kavanagh

Rebecca Lipyeat

**Kitchen Assistant**

Paul Kavanagh

**Cleaner**

Lyudmyla Birtwell

**Volunteers**

Kim Bingham

Martin Beaumont

Dora Berkin

Graham Budd

Sue Churchyard

Usra Clarke

Graham Colombe



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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2025**

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**Achievements and performance (continued)**

Angela Cooper  
Anita Jones  
Patrick Lawler  
Karen Mallett  
Sally McCracken  
Christine Money  
Sarah Rankin  
Sue Rosser  
Jason Tillyard  
Elisabeth Williams

**d. Inhouse Training**

**Staff**

All staff undertake programmed mandatory continuation training and training relevant to their role to maintain individual skills and ensure current good practice is used. Staff training is supervised by the Centre Manager and the charity has contracted iHASCO to provide on-line training. Training is provided in the following subjects:

Fire Awareness  
COSHH  
Infection Prevention and Control  
First Aid RIDDOR  
Health and Safety Essentials  
Food Allergy Awareness  
Data Protection GDPR  
Food Safety Hygiene  
Safeguarding Adults  
Risk Assessment  
Moving and Handling People  
Medication Awareness  
Dementia Awareness  
Deaf Awareness  
Equality and Diversity  
First Aid Appointed Person  
Level 2 Dementia  
Lone Working  
CPR/Defibrillator Training

This training system can also be utilised by Volunteers and Trustees.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2025**

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**Achievements and performance (continued)**

**Trustee Training Record**

Whilst our Trustees have wide experience and professional backgrounds, it is recognised that developing further knowledge in this field is always beneficial. We regularly utilise the free seminars specific to the charities sector provided by a local law firm. Trustees also have access to resources produced by the National Council for Voluntary Organisations (NVCO).

**b. Investment policy and performance**

We are a small charity and do not have an active investment policy at the present time. Funds not required for working capital are held on a deposit account.

**Financial review**

**a. Overview**

The Trustees of Age Concern North Norfolk (Sheringham Day Services) had expected that 2024/25 would be a difficult year for funding. Our most significant costs continue to be insurance, necessary accounting and audit services, utilities, food costs (for delivery of the lunch service) and staff wages (noting that we continue to use volunteers where possible and staff wages are not excessive).

Our income continues from two key avenues; grants generated from the generous trusts and foundations who continue to support our work, and income from business activities which are the subsidised charges asked of users of the centre. The former intended to keep the latter as low as possible.

Trustees were clear that income and expenditure for the capital kitchen upgrade would be separate from any income generated for revenue costs.

Many charities are seeing a reduction in income from trusts and foundations as those organisations have had their investment income decrease due to economic uncertainties leading to smaller grant budgets and increased competition for those budgets.

Despite these challenges, the charity's financial results for the year ended 31 March 2025 were reasonable. We continue to spend our restricted funds as required, carrying fewer over into the 2025/26 financial year. This has included progressing the kitchen upgrade plans.

Trusts and foundation income did decrease, as expected, but with increased custom at the Day Centre and in the community, income from charitable activities increased.

Expenditure was broadly in-line with budget, other than food costs which increased even beyond the additional budget we put in place. At 31 March 2025 the charity had funds of **£330,614** (including £138,486 in fixed assets).

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2025**

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**b. Going concern**

After making appropriate enquiries, the Trustees have a reasonable expectation that the charity has adequate resources to remain operational for the foreseeable future. Consequently, 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.

Our income comes from sales of our day and related services to both Social Services and self-funding clients and from grants and donations. Income remains a challenging issue but we have expanded our clientele considerably. We are still reliant on grants to balance income and expenditure.

**c. Reserves policy**

The Trustees have designated **£110,680** (2024: £85,700) to cover redundancy and four months running costs as contingency against existing grant funding applications proving unsuccessful.

On 31 March 2025, the charity had "free reserves", being unrestricted funds which have not been designated and are not represented by fixed assets, of **£15,009** (2024: £62,685).

**d. Material investments policy**

In accordance with the Memorandum of Association the charity has the power to invest funds not immediately required for its own purposes in or upon such investments, securities or property of whatsoever nature and wherever situate as may be thought fit provided that the Board seek written professional advice, unless concluded that it is unnecessary or inappropriate to do so.

**e. Principal risks and uncertainties**

The major risks to which the charity is exposed, as identified by the Trustees, have been reviewed and systems have been established to mitigate these risks.

**Structure, governance and management**

**a. Constitution**

Age Concern North Norfolk is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association on 30 January 2003.

The charity is constituted under a Memorandum of Association dated 30 January 2003 and is a registered charity number 1097115.

**b. Methods of appointment or election of Trustees**

The management of the charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Articles of Association. We have updated our Trustees Policy which includes the Induction Process and Trustee outline duties.

We continue to attempt to recruit suitable personnel who have the necessary expertise and human relations skills appropriate for the task of helping to run a small charity. North Norfolk has a large number of small and medium- sized charities consequently demand for suitable trustees is high and recruitment remains a challenge.

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**AGE CONCERN NORTH NORFOLK**  
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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2025**

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**Structure, governance and management (continued)**

**c. Organisational structure and decision-making policies**

Age Concern North Norfolk is a Charitable Company Limited by guarantee, and the financial liability of the trustees, is limited to £1 each. This limitation applies only where the Trustees can be shown to have acted within the legal and regulatory framework.

The Charity is governed by a Board of Trustees, with the Day Centre Manager having operational responsibility for staff and services.

The role of the Board of Trustees (The Board) is defined by Charity Commission rules and our own Articles of Association. The Board is responsible for ensuring it has achievable and effective plans in place to govern, manage and deliver services and other activities. Trustees are recruited through open advertisement in local free papers and through word of mouth. All trustees are encouraged to undertake available training and to fully acquaint themselves with the Charity's policies and procedures and with Charitable law and regulations.

We work with a network of organisations in the voluntary and statutory sectors to ensure the best outcomes for our target client group. We are part of the unincorporated association of the Assembly of Independent Age Concern and Age UK charities.

The Board of Trustees consists of a variable number of volunteer Trustees. The minimum is 3 Trustees.

The Board is responsible for all financial decisions made by the charity and oversees the Centre Manager in all tasks relating to the provision of services and the recruitment, training, management and welfare of staff.

**Plans for future periods**

Our challenges for the year ahead are to:

- continue to increase usage of our services thereby providing greater public benefit.
- remain flexible in the difficult financial climate and to respond to client need in new ways as appropriate.
- build sustainability of our services through increased income, improving facilities and efficient use of resources.
- maintain, improve and diversify funding streams, including but not limited to donations and legacies.
- continue to develop our marketing plan, including using social media and the local press, to increase awareness of our Age Concern North Norfolk brand and services.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2025**

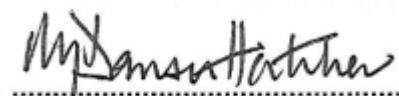
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**Thanks**

The Board of Trustees thank the Centre Manager, staff and volunteers of the charity for their dedication and hard work over the year. This has resulted in the continuing growth in customers wanting to use our services and enabled the charity to successfully meet its key purpose of improving the well-being of older people in the Sheringham area assisting with making later life a fulfilling and enjoyable experience.

We would also like to thank all those individuals and organisations who have provided services and support, often above and beyond their contracts.

Approved by order of the members of the board of Trustees and signed on their behalf by:



**Mark Danson-Hatcher**

Date: 15.05.25

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**AGE CONCERN NORTH NORFOLK**  
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**STATEMENT OF TRUSTEES' RESPONSIBILITIES**  
**FOR THE YEAR ENDED 31 MARCH 2025**

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The Trustees (who are also the directors of the charity for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees and signed on its behalf by:

  
.....  
**Mark Danson-Hatcher**

Date: 15.05.25

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**AGE CONCERN NORTH NORFOLK**  
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**INDEPENDENT EXAMINER'S REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2025**

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**Independent Examiner's Report to the Trustees of Age Concern North Norfolk ('the charity')**

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

**Responsibilities and Basis of Report**

As the Trustees of the charity (and 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 charity 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 the charity's accounts 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 the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, 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 charity 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.

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.

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**INDEPENDENT EXAMINER'S REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2025**

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This report is made solely to the charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the charity's Trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's Trustees as a body, for my work or for this report.

Signed:



Dated: 16 June 2025

Alice Lynch BSc FCA DChA

MA Partners LLP  
7 The Close  
Norwich  
Norfolk  
NR1 4DJ



**AGE CONCERN NORTH NORFOLK**  
(A Company Limited by Guarantee)

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

	<b>Note</b>	<b>Restricted funds 2025 £</b>	<b>Unrestricted funds 2025 £</b>	<b>Total funds 2025 £</b>	<b>Total funds 2024 £</b>
<b>Income from:</b>					
Donations and legacies	3	80,376	55,903	136,279	96,763
Charitable activities	4	-	142,556	142,556	150,328
Investments		-	3,276	3,276	3,064
<b>Total income</b>		<b>80,376</b>	<b>201,735</b>	<b>282,111</b>	<b>250,155</b>
<b>Expenditure on:</b>					
Raising funds		-	12,031	12,031	11,056
Charitable activities	5	34,006	218,438	252,444	251,493
<b>Total expenditure</b>		<b>34,006</b>	<b>230,469</b>	<b>264,475</b>	<b>262,549</b>
<b>Net income/(expenditure)</b>		<b>46,370</b>	<b>(28,734)</b>	<b>17,636</b>	<b>(12,394)</b>
Transfers between funds	13	850	(850)	-	-
<b>Net movement in funds</b>		<b>47,220</b>	<b>(29,584)</b>	<b>17,636</b>	<b>(12,394)</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		19,219	293,759	312,978	325,372
Net movement in funds		47,220	(29,584)	17,636	(12,394)
<b>Total funds carried forward</b>		<b>66,439</b>	<b>264,175</b>	<b>330,614</b>	<b>312,978</b>

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 18 to 32 form part of these financial statements.

**AGE CONCERN NORTH NORFOLK**  
**(A Company Limited by Guarantee)**  
**REGISTERED NUMBER: 04675599**

**BALANCE SHEET**  
**AS AT 31 MARCH 2025**

	Note	2025 £	2024 £
<b>Fixed assets</b>			
Tangible assets	10	<b>138,486</b>	145,194
		<b>138,486</b>	145,194
<b>Current assets</b>			
Debtors	11	<b>5,837</b>	2,362
Cash at bank and in hand		<b>191,252</b>	173,045
		<b>197,089</b>	175,407
Creditors: amounts falling due within one year	12	<b>(4,961)</b>	(7,623)
<b>Net current assets</b>		<b>192,128</b>	167,784
<b>Total assets less current liabilities</b>		<b>330,614</b>	312,978
<b>Total net assets</b>		<b>330,614</b>	312,978
<b>Charity funds</b>			
Restricted funds	13	<b>66,439</b>	19,219
Unrestricted funds	13	<b>264,175</b>	293,759
<b>Total funds</b>		<b>330,614</b>	312,978

The charity was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

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

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**AGE CONCERN NORTH NORFOLK**  
**(A Company Limited by Guarantee)**  
**REGISTERED NUMBER: 04675599**

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**BALANCE SHEET (CONTINUED)**  
**AS AT 31 MARCH 2025**

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The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

  
.....  
**Mark Danson-Hatcher**  
Date: 15.05.25

The notes on pages 18 to 32 form part of these financial statements.

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**AGE CONCERN NORTH NORFOLK**  
**(A Company Limited by Guarantee)**

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2025**

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**1. General information**

Age Concern North Norfolk is a company incorporated in England and Wales. The registered office and principal place of business is 35b Cremer Street, Sheringham, Norfolk, NR26 8DZ.

**2. Accounting policies**

**2.1 Basis of preparation of financial statements**

The financial statements 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), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Age Concern North Norfolk ("the charity") meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

**2.2 Income**

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

Grants are included in the Statement of Financial Activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance Sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

**2.3 Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 on raising funds includes all expenditure incurred by the charity to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the charity's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

**2.4 Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

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**AGE CONCERN NORTH NORFOLK**  
**(A Company Limited by Guarantee)**

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2025**

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**2. Accounting policies (continued)**

**2.5 Tangible fixed assets and depreciation**

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, on a reducing balance basis. The freehold property is not depreciated as the residual value is considered to be higher than the book value.

Depreciation is provided on the following basis:

Fixtures and fittings	-	20%
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Gains and losses on disposals are determined by comparing the proceeds with the carrying amount of the asset at the date of disposal and are recognised in the Statement of Financial Activities.

**2.6 Debtors**

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**2.7 Cash at bank and in hand**

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**2.8 Liabilities and provisions**

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

**2.9 Financial instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**2.10 Pensions**

The charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the charity to the fund in respect of the year.

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**AGE CONCERN NORTH NORFOLK**  
**(A Company Limited by Guarantee)**

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2025**

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**2. Accounting policies (continued)**

**2.11 Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

**3. Income from donations and legacies**

	<b>Restricted funds 2025 £</b>	<b>Unrestricted funds 2025 £</b>	<b>Total funds 2025 £</b>	<i>Total funds 2024 £</i>
Donations	37,750	47,180	<b>84,930</b>	17,863
Grants	42,626	8,723	<b>51,349</b>	78,900
<b>Total 2025</b>	<b>80,376</b>	<b>55,903</b>	<b>136,279</b>	<b>96,763</b>
<i>Total 2024</i>	<i>42,325</i>	<i>54,438</i>	<i>96,763</i>	

**AGE CONCERN NORTH NORFOLK**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2025**

**4. Income from charitable activities**

	<b>Unrestricted funds 2025 £</b>	<b>Total funds 2025 £</b>	<i>Total funds 2024 £</i>
Income from charitable activities - Day Centre	121,012	<b>121,012</b>	137,145
Income from charitable activities - Other services	21,544	<b>21,544</b>	13,183
<b>Total 2025</b>	<u>142,556</u>	<u><b>142,556</b></u>	<u>150,328</u>
<i>Total 2024</i>	<u>150,328</u>	<u>150,328</u>	

**5. Analysis of expenditure on charitable activities**

**Summary by fund type**

	<b>Restricted funds 2025 £</b>	<b>Unrestricted funds 2025 £</b>	<b>Total 2025 £</b>	<i>Total 2024 £</i>
Promoting the wellbeing of older people	<u>34,006</u>	<u>218,438</u>	<u><b>252,444</b></u>	<u>251,493</u>
<i>Total 2024</i>	<u>47,172</u>	<u>204,321</u>	<u>251,493</u>	

**6. Analysis of expenditure by activities**

	<b>Activities undertaken directly 2025 £</b>	<b>Support costs 2025 £</b>	<b>Total funds 2025 £</b>	<i>Total funds 2024 £</i>
Promoting the wellbeing of older people	<u>192,162</u>	<u>60,282</u>	<u><b>252,444</b></u>	<u>251,493</u>
<i>Total 2024</i>	<u>180,301</u>	<u>71,192</u>	<u>251,493</u>	

**AGE CONCERN NORTH NORFOLK**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2025**

**6. Analysis of expenditure by activities (continued)**

**Analysis of direct costs**

	<b>Total funds 2025 £</b>	<i>Total funds 2024 £</i>
Staff costs (note 8)	<b>168,719</b>	150,388
Food	<b>20,091</b>	26,096
Travel and transport	<b>2,087</b>	3,492
Other direct costs	<b>1,053</b>	111
Agency staff	<b>212</b>	214
	<b>192,162</b>	180,301

**Analysis of support costs**

	<b>Total funds 2025 £</b>	<i>Total funds 2024 £</i>
General overheads	<b>20,615</b>	19,518
Premises	<b>19,743</b>	31,792
Governance	<b>12,568</b>	12,862
Depreciation	<b>7,356</b>	7,020
	<b>60,282</b>	71,192

**7. Independent examiner's remuneration**

The independent examiner's remuneration amounts to an independent examiner fee of £3,000 (2024 - £3,072), and fees for payroll, bookkeeping, management accounts and company secretarial assistance of £9,053 (2024 - £9,118).



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**AGE CONCERN NORTH NORFOLK**  
**(A Company Limited by Guarantee)**

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2025**

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**8. Staff costs**

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Wages and salaries	<b>164,422</b>	<b>147,402</b>
Social security costs	<b>2,309</b>	<b>1,510</b>
Contribution to defined contribution pension schemes	<b>1,988</b>	<b>1,476</b>
	<b>168,719</b>	<b>150,388</b>

The average number of persons employed by the charity during the year was as follows:

	<b>2025</b>	<b>2024</b>
	<b>No.</b>	<b>No.</b>
Manager	<b>1</b>	<b>1</b>
Support	<b>8</b>	<b>7</b>
Kitchen	<b>2</b>	<b>2</b>
Administrator	<b>1</b>	<b>1</b>
Cleaner	<b>1</b>	<b>1</b>
	<b>13</b>	<b>12</b>

No employee received remuneration amounting to more than £60,000 in either year.

The total amount of employee benefits received by key management personnel for their services to the charity was £29,009 (2024 - £25,745).

**9. Trustees' remuneration and expenses**

During the year, no Trustees received any remuneration or other benefits (2024 - £NIL).

During the year ended 31 March 2025, no Trustee expenses have been incurred (2024 - £NIL).

**AGE CONCERN NORTH NORFOLK**  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2025**

**10. Tangible fixed assets**

	Freehold property £	Fixtures and fittings £	Total £
<b>Cost or valuation</b>			
At 1 April 2024	108,578	79,376	187,954
Additions	-	648	648
At 31 March 2025	<u>108,578</u>	<u>80,024</u>	<u>188,602</u>
<b>Depreciation</b>			
At 1 April 2024	-	42,760	42,760
Charge for the year	-	7,356	7,356
At 31 March 2025	<u>-</u>	<u>50,116</u>	<u>50,116</u>
<b>Net book value</b>			
At 31 March 2025	<u>108,578</u>	<u>29,908</u>	<u>138,486</u>
At 31 March 2024	<u>108,578</u>	<u>36,616</u>	<u>145,194</u>

**11. Debtors**

	2025 £	2024 £
<b>Due within one year</b>		
Trade debtors	564	1,343
Prepayments and accrued income	5,273	1,019
	<u>5,837</u>	<u>2,362</u>

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**AGE CONCERN NORTH NORFOLK**  
**(A Company Limited by Guarantee)**

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2025**

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**12. Creditors: Amounts falling due within one year**

	<b>2025</b>	<i>2024</i>
	<b>£</b>	<b>£</b>
Trade creditors	<b>1,711</b>	<i>1,951</i>
Accruals and deferred income	<b>3,250</b>	<i>5,672</i>
	<hr/> <b>4,961</b> <hr/>	<hr/> <i>7,623</i> <hr/>

**AGE CONCERN NORTH NORFOLK**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2025**

**13. Statement of funds**

**Statement of funds - current year**

	Balance at 1 April 2024 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2025 £
<b>Unrestricted funds</b>					
<b>Designated funds</b>					
Redundancy	4,280	-	-	-	4,280
Maintenance	5,000	-	-	400	5,400
4 months running costs	76,420	-	-	24,580	101,000
	<u>85,700</u>	<u>-</u>	<u>-</u>	<u>24,980</u>	<u>110,680</u>
<b>General funds</b>					
Unrestricted funds	<u>208,059</u>	<u>201,735</u>	<u>(230,469)</u>	<u>(25,830)</u>	<u>153,495</u>
<b>Total Unrestricted funds</b>	<u>293,759</u>	<u>201,735</u>	<u>(230,469)</u>	<u>(850)</u>	<u>264,175</u>

**AGE CONCERN NORTH NORFOLK**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2025**

**13. Statement of funds (continued)**

	Balance at 1 April 2024 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2025 £
<b>Restricted funds</b>					
The Robert McAlpine Foundation - note 1	-	5,000	(5,850)	850	-
NCF - Sheila Ann Day Fund - note 2	-	1,048	-	-	1,048
Zedra Trust / WO Street Charitable Foundation - note 1	-	2,000	(1,804)	-	196
NCF - LoVE Norfolk Fund - note 1	-	5,000	-	-	5,000
National Lottery Community Fund - note 4	-	20,000	(7,695)	-	12,305
The Lillian Armitage Charity - note 5	-	2,250	(1,370)	-	880
Charles Hayward Foundation - note 2	-	3,000	-	-	3,000
Norfolk Community Foundation - note 1	-	10,000	-	-	10,000
Alan Boswell Group - note 1	-	5,000	-	-	5,000
D C Moncrieff Charitable Trust - note 1	-	1,000	(1,000)	-	-
Charities of E Hooke and an unknown donor - note 1	-	500	-	-	500
Helen Hamlyn Trust - note 6	-	3,500	(1,912)	-	1,588
The Doyly Carte - note 2	1,346	-	(1,214)	-	132
F W Foundation - note 1	5,880	10,000	(5,880)	-	10,000
Anton Jurgens Charitable Trust - note 1	2,000	-	(2,000)	-	-
HDH Wills - note 2	1,000	-	-	-	1,000
Mr and Mrs Philip Rackham Charitable Trust - note 1	500	-	(500)	-	-
Co-op Supermarket appeal - note 1	1,025	-	(1,025)	-	-
Kitchen Refurbishment - note 3	7,468	10,578	(2,256)	-	15,790
Other restricted funds	-	1,500	(1,500)	-	-
	<b>19,219</b>	<b>80,376</b>	<b>(34,006)</b>	<b>850</b>	<b>66,439</b>

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**AGE CONCERN NORTH NORFOLK**  
**(A Company Limited by Guarantee)**

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2025**

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**13. Statement of funds (continued)**

	<b>Balance at 1 April 2024 £</b>	<b>Income £</b>	<b>Expenditure £</b>	<b>Transfers in/out £</b>	<b>Balance at 31 March 2025 £</b>
<b>Total of funds</b>	<b>312,978</b>	<b>282,111</b>	<b>(264,475)</b>	<b>-</b>	<b>330,614</b>

Note 1 - restricted for food purchases / lunch club.

Note 2 - restricted for boat trip / activities.

Note 3 - funding for the refurbishment of the kitchen area of the Day Centre has been received from the National Community Fund, McAlpine Foundation, Elsie Pilkington Charitable Trust, Geoffrey Watling Charity, R C Snelling Charitable Trust, Charles Littlewood Hill Trust and The Clan Trust.

Note 4 - funding for support worker salaries.

Note 5 - £1,000 for industrial microwave and £1,250 for activities.

Note 6 - funding for intergenerational and befriending activities.

**AGE CONCERN NORTH NORFOLK**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2025**

**13. Statement of funds (continued)**

**Statement of funds - prior year**

	<i>Balance at 1 April 2023 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Transfers in/out £</i>	<i>Balance at 31 March 2024 £</i>
<b>Unrestricted funds</b>					
<b>Designated funds</b>					
Redundancy	4,280	-	-	-	4,280
Maintenance	5,000	-	-	-	5,000
4 months running costs	30,000	-	-	46,420	76,420
	<u>39,280</u>	<u>-</u>	<u>-</u>	<u>46,420</u>	<u>85,700</u>
<b>General funds</b>					
Unrestricted funds	<u>246,312</u>	<u>207,830</u>	<u>(215,377)</u>	<u>(30,706)</u>	<u>208,059</u>
<b>Total Unrestricted funds</b>	<u>285,592</u>	<u>207,830</u>	<u>(215,377)</u>	<u>15,714</u>	<u>293,759</u>

**AGE CONCERN NORTH NORFOLK**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2025**

**13. Statement of funds (continued)**

	<i>Balance at 1 April 2023 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Transfers in/out £</i>	<i>Balance at 31 March 2024 £</i>
<b>Restricted funds</b>					
The Robert McAlpine Foundation - note 1	5,107	-	(5,107)	-	-
D C Moncrieff Charitable Trust - note 1	750	-	(750)	-	-
Helen Hamlyn Trust - note 6	3,000	-	(3,000)	-	-
The Doyly Carte - note 2	-	1,600	(254)	-	1,346
F W Foundation - note 1	3,929	10,000	(8,049)	-	5,880
Anton Jurgens Charitable Trust - note 1	-	2,000	-	-	2,000
HDH Wills - note 2	-	1,000	-	-	1,000
Mr and Mrs Philip Rackham Charitable Trust - note 1	-	500	-	-	500
Co-op Supermarket appeal - note 1	-	1,025	-	-	1,025
Kitchen Refurbishment - note 3	8,300	23,700	(8,818)	(15,714)	7,468
Other restricted funds	18,694	2,500	(21,194)	-	-
	<u>39,780</u>	<u>42,325</u>	<u>(47,172)</u>	<u>(15,714)</u>	<u>19,219</u>
<b>Total of funds</b>	<u>325,372</u>	<u>250,155</u>	<u>(262,549)</u>	<u>-</u>	<u>312,978</u>

Note 1 - restricted for food purchases / lunch club.

Note 2 - restricted for boat trip / activities.

Note 3 - funding for the refurbishment of the kitchen area of the Day Centre has been received from the National Community Fund, McAlpine Foundation, Elsie Pilkington Charitable Trust, Geoffrey Watling Charity, R C Snelling Charitable Trust, Charles Littlewood Hill Trust and The Clan Trust.

Note 4 - funding for support worker salaries.

Note 5 - £1,000 for industrial microwave and £1,250 for activities.

Note 6 - funding for intergenerational and befriending activities.



**AGE CONCERN NORTH NORFOLK**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2025**

**14. Summary of funds**

**Summary of funds - current year**

	<b>Balance at 1 April 2024 £</b>	<b>Income £</b>	<b>Expenditure £</b>	<b>Transfers in/out £</b>	<b>Balance at 31 March 2025 £</b>
Designated funds	85,700	-	-	24,980	110,680
General funds	208,059	201,735	(230,469)	(25,830)	153,495
Restricted funds	19,219	80,376	(34,006)	850	66,439
	<u>312,978</u>	<u>282,111</u>	<u>(264,475)</u>	<u>-</u>	<u>330,614</u>

**Summary of funds - prior year**

	<i>Balance at 1 April 2023 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Transfers in/out £</i>	<i>Balance at 31 March 2024 £</i>
Designated funds	39,280	-	-	46,420	85,700
General funds	246,312	207,830	(215,377)	(30,706)	208,059
Restricted funds	39,780	42,325	(47,172)	(15,714)	19,219
	<u>325,372</u>	<u>250,155</u>	<u>(262,549)</u>	<u>-</u>	<u>312,978</u>

**AGE CONCERN NORTH NORFOLK**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2025**

**15. Analysis of net assets between funds**

**Analysis of net assets between funds - current year**

	<b>Restricted funds 2025 £</b>	<b>Unrestricted funds 2025 £</b>	<b>Total funds 2025 £</b>
Tangible fixed assets	-	138,486	<b>138,486</b>
Current assets	66,439	130,650	<b>197,089</b>
Creditors due within one year	-	(4,961)	<b>(4,961)</b>
<b>Total</b>	<b>66,439</b>	<b>264,175</b>	<b>330,614</b>

**Analysis of net assets between funds - prior year**

	<i>Restricted funds 2024 £</i>	<i>Unrestricted funds 2024 £</i>	<i>Total funds 2024 £</i>
Tangible fixed assets	-	145,194	145,194
Current assets	19,219	156,188	175,407
Creditors due within one year	-	(7,623)	(7,623)
<b>Total</b>	<b>19,219</b>	<b>293,759</b>	<b>312,978</b>

**16. Pension commitments**

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The pension cost charge represents contributions payable by the charity to the fund and amounted to **£1,988** (2024: £1,476). No amounts were payable to the fund at the balance sheet date.

**17. Related party transactions**

The charity has not entered into any related party transaction during the year, nor are there any outstanding balances owing between related parties and the charity at 31 March 2025.