

Charity Registration No. 1105054

Company Registration No. 05019104 (England and Wales)

KENILWORTH COMMUNITY CARE
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

KENILWORTH COMMUNITY CARE

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees/Directors	J Eastaugh D A Lansdowne S Luff
Secretary	J Eastaugh
Charity number	1105054
Company number	05019104
Registered office	65 Waverley Road Kenilworth Warwickshire UK CV8 1JL
Accountants	Flemons & Co Limited 70 Priory Road Kenilworth Warwickshire CV8 1LQ

KENILWORTH COMMUNITY CARE

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KENILWORTH COMMUNITY CARE

TRUSTEES/DIRECTORS REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2021

The Trustees present their report and accounts for the year ended 31 March 2021.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Companies Act 2006 and the Statement of Recommended Practice "Accounting and Reporting by Charities applicable in the UK and the Republic of Ireland (FRS 102)".

Objectives and activities

The vision of Kenilworth Community Care is that older people from Kenilworth and its immediate vicinity, particularly the frail and those experiencing a sense of loneliness and isolation, live a fulfilling life.

The mission is to provide the opportunity of social contact, support and a range of enjoyable activities, in a safe environment. We aim to be the most effective and efficient provider of day care for older people in Kenilworth and its vicinity, and be known as such by all stakeholders.

Achievements and performance

a) Providing Day Care at Waverley

In addition to the manager, there are 5 care assistants, a catering manager, a part-time office administrator and cleaner. With help from up to 20 volunteers, Waverley offers 80 day care places per week Tuesday through to Friday. Numbers are currently restricted due to Covid.

At the end of the year we have two places sponsored and paid for under the terms of a contract with Warwickshire County Council (WCC), the remainder being private clients.

Our in-house catering manager offers home cooked lunches for our day clients and the luncheon club allows relatives and visitors to join us for a meal.

Seated exercise classes are proving popular with the members.

b) Providing transport for local community based organisations

KCC owns a minibus whose prime purpose is to provide transport to and from 65 Waverley Road for those living in the CV8 area. When not required by KCC the minibus is used on a regular basis by other charitable/service organisations from which modest incomes are being generated.

c) Offering the local community a base for community organisations

Voluntary bodies and societies use rooms at 65 Waverley Road for a modest charge. Included in these are the studios for Kenilworth Talking News.

d) Website & providing information and advice

Our website is kept very relevant, providing links to other organisations which help the development and advertising of our services. We also have a Facebook page and other social media. Our bi-monthly newsletter allows us to circulate news of our activities within the local community, publicly thank individuals and organisations and keep our name in people's eyes. This has been very positively received.

KENILWORTH COMMUNITY CARE

TRUSTEES/DIRECTORS REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2021

e) Community links

Members of the management committee and the Day Centre staff from time to time represent KCC on discussion groups at a number of local organisations.

f) Other Services

Waverley offers hairdressing services, and acts as a provider of replacement batteries for NHS hearing aids.

g) Management Committee

The management committee (Trustees and co-opted members) meets at intervals of between one and two months throughout the year. It receives regular reports from the Chairman, Treasurer and Day Centre Manager. Trustees have assumed responsibilities for the co-ordination of key activities such as overseeing the care provision, human resources, communication, marketing & sales, fundraising & PR, quality and health & safety issues. These topics are then reported on at trustee meetings. The Trustees have continued to meet with the Day Centre manager via Zoom during the past year.

h) Covid 19

Due to the pandemic the Day Centre followed government guidelines and was closed to customers from the 20th March 2020. We reopened in August when shielding was lifted. We managed limited opening in November and then closed in early January until 14th April. The situation is still causing uncertainty going forwards.

Financial review

Copies of the Accounts for the period 1 April 2020 – 31 March 2021 are as attached.

Structure, governance and management

The Trustees/Directors, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

T A Dalton (Resigned 29 September 2020)

J Eastaugh

D A Lansdowne

S Luff

M Bates (Resigned 29 September 2020)

The Trustees/Directors report was approved by the Board of Trustees/Directors.

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D A Lansdowne

Chairman

Dated:

KENILWORTH COMMUNITY CARE

CHARTERED ACCOUNTANTS' REPORT TO THE TRUSTEES/DIRECTORS ON THE PREPARATION OF THE UNAUDITED STATUTORY FINANCIAL STATEMENTS OF KENILWORTH COMMUNITY CARE FOR THE YEAR ENDED 31 MARCH 2021

In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the financial statements of Kenilworth Community Care for the year ended 31 March 2021, which comprise the statement of financial activities and the related notes from the charity's accounting records and from information and explanations you have given us.

As a practising member firm of the Institute of Chartered Accountants in England and Wales, we are subject to its ethical and other professional requirements which are detailed at <http://www.icaew.com/en/members/regulations-standards-and-guidance/>

This report is made to the charity's Trustees/Directors, as a body. Our work has been undertaken solely to prepare for your approval the accounts of Kenilworth Community Care and state those matters that we have agreed to state to the charity's Trustees/Directors, as a body, in this report in accordance with ICAEW Technical Release 07/16 AAF. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Kenilworth Community Care and the charity's Trustees/Directors as a body, for our work or for this report.

It is your duty to ensure that Kenilworth Community Care has kept adequate accounting records and to prepare statutory financial statements that give a true and fair view of the assets, liabilities, financial position and deficit of Kenilworth Community Care. You consider that Kenilworth Community Care is exempt from the statutory audit requirement for the year, and is not required to obtain an independent examiner's report.

We have not been instructed to carry out an audit or a review of the financial statements of Kenilworth Community Care. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory financial statements.

Flemons & Co Limited

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Chartered Accountants

70 Priory Road
Kenilworth
Warwickshire
CV8 1LQ

KENILWORTH COMMUNITY CARE

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2021

		Unrestricted funds	Designated funds	Total 2021	Total 2020
	Notes	£	£	£	£
<u>Income and endowments from:</u>					
Donations and legacies	2	57,523	-	57,523	9,708
Charitable activities	3	28,443	-	28,443	103,983
Investments	4	43	-	43	96
Other income	5	350	-	350	-
Total income		<u>86,359</u>	<u>-</u>	<u>86,359</u>	<u>113,787</u>
<u>Expenditure on:</u>					
Charitable activities	6	<u>98,261</u>	<u>-</u>	<u>98,261</u>	<u>128,783</u>
Net expenditure for the year/ Net movement in funds		<u>(11,902)</u>	<u>-</u>	<u>(11,902)</u>	<u>(14,996)</u>
Fund balances at 1 April 2020		<u>52,504</u>	<u>18,000</u>	<u>70,504</u>	<u>85,500</u>
Fund balances at 31 March 2021		<u><u>40,602</u></u>	<u><u>18,000</u></u>	<u><u>58,602</u></u>	<u><u>70,504</u></u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

KENILWORTH COMMUNITY CARE

BALANCE SHEET

AS AT 31 MARCH 2021

	Notes	2021 £	£	2020 £	£
Fixed assets					
Tangible assets	10		7,316		15,652
Current assets					
Debtors	11	8,546		4,543	
Cash at bank and in hand		45,392		53,844	
		<u>53,938</u>		<u>58,387</u>	
Creditors: amounts falling due within one year	12	<u>(2,652)</u>		<u>(3,535)</u>	
Net current assets			51,286		54,852
Total assets less current liabilities			<u>58,602</u>		<u>70,504</u>
Income funds					
Endowment funds - designated			18,000		18,000
Unrestricted funds			40,602		52,504
			<u>58,602</u>		<u>70,504</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2021.

The Trustees/Directors acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the 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 company.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

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

The financial statements were approved by the Trustees/Directors on

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D A Lansdowne
Trustee

Company Registration No. 05019104

KENILWORTH COMMUNITY CARE

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

Charity information

Kenilworth Community Care is a private company limited by guarantee incorporated in England and Wales. The registered office is 65 Waverley Road, Kenilworth, Warwickshire, CV8 1JL, UK.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006 and "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)" (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the Trustees/Directors have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees/Directors continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees/Directors in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.4 Incoming resources

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

KENILWORTH COMMUNITY CARE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

(Continued)

1.5 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Plant and machinery	20% on a reducing balance basis
Computers	33% on a reducing balance basis
Motor vehicles	25% on a reducing balance basis

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

The residual values of assets and their useful economic lives are reviewed at the end of each accounting period to determine whether those assets have suffered an impairment loss.

If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.6 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

2 Donations and legacies

	2021	2020
	£	£
Donations and gifts	13,959	9,708
Grants	43,564	-
	<u>57,523</u>	<u>9,708</u>
Grants receivable for core activities		
CJRS Grant	41,374	-
Other	2,190	-
	<u>43,564</u>	<u>-</u>

KENILWORTH COMMUNITY CARE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

3 Charitable activities

	Daycare	Minibus Income	Catering	Room Hire	Fundraising	Total 2021	Total 2020
	2021	2021	2021	2021	2021		
	£	£	£	£	£	£	£
Sales within charitable activities	22,012	-	456	2,590	3,385	28,443	103,983

KENILWORTH COMMUNITY CARE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

4 Investments

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Interest receivable	43	96
	<u>43</u>	<u>96</u>

5 Other income

	Unrestricted funds	Total
	2021	2020
	£	£
Net gain on disposal of tangible fixed assets	350	-
	<u>350</u>	<u>-</u>

6 Charitable activities

	Direct Charitable Expenditure	Direct Charitable Expenditure
	2021	2020
	£	£
Staff costs	73,787	85,447
Minibus expenses	2,079	5,390
Catering costs	1,117	7,404
	<u>76,983</u>	<u>98,241</u>
Share of governance costs (see note 7)	21,278	30,542
	<u>98,261</u>	<u>128,783</u>

KENILWORTH COMMUNITY CARE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

7 Support costs

	Governance costs £	2021 £	2020 £
Depreciation	7,669	7,669	4,707
Accountancy	642	642	642
Heat and Light	5,476	5,476	6,407
Postage, stationery and advertising	1,120	1,120	1,743
Telephone	1,478	1,478	1,583
Cleaning and Refuse	1,303	1,303	3,530
Repairs & Renewals	584	584	3,260
Bank Charges	317	317	300
Water rates	964	964	955
Insurance	1,071	1,071	1,180
Computer costs	106	106	274
Newspapers	123	123	859
Activities	352	352	3,032
Sundry expenses	93	93	986
Staff Training	(20)	(20)	1,084
	<u>21,278</u>	<u>21,278</u>	<u>30,542</u>
Analysed between Charitable activities	<u>21,278</u>	<u>21,278</u>	<u>30,542</u>

Management and Admin costs includes payments to the accountants of £600 (2020: £600) for accountancy fees.

8 Trustees/Directors

None of the Trustees/Directors (or any persons connected with them) received any remuneration during the year.

KENILWORTH COMMUNITY CARE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

9 Employees

Number of employees

The average monthly number of employees during the year was:

	2021 Number	2020 Number
Care Staff	5	6
Administration	1	1
Management	1	1
Catering Manager	1	1
	<hr/>	<hr/>
	8	9
	<hr/>	<hr/>

Employment costs

	2021 £	2020 £
Wages and salaries	67,925	74,344
Social security costs	-	855
Other pension costs	5,862	6,497
	<hr/>	<hr/>
	73,787	80,137
	<hr/>	<hr/>

There were no employees whose annual remuneration was £60,000 or more.

KENILWORTH COMMUNITY CARE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

10 Tangible fixed assets

	Plant and machinery	Computers	Motor vehicles	Total
	£	£	£	£
Cost				
At 1 April 2020	33,185	7,496	67,664	108,345
Disposals	-	-	(34,035)	(34,035)
At 31 March 2021	33,185	7,496	33,629	74,310
Depreciation and impairment				
At 1 April 2020	28,938	6,608	57,240	92,786
Depreciation charged in the year	4,247	888	2,438	7,573
Eliminated in respect of disposals	-	-	(33,365)	(33,365)
At 31 March 2021	33,185	7,496	26,313	66,994
Carrying amount				
At 31 March 2021	-	-	7,316	7,316
At 31 March 2020	4,246	887	10,519	15,652

11 Debtors

	2021 £	2020 £
Amounts falling due within one year:		
Trade debtors	1,218	2,191
Other debtors	5,507	-
Prepayments and accrued income	1,821	2,352
	8,546	4,543

12 Creditors: amounts falling due within one year

	2021 £	2020 £
Other taxation and social security	306	1,474
Trade creditors	496	603
Other creditors	850	626
Accruals and deferred income	1,000	832
	2,652	3,535

KENILWORTH COMMUNITY CARE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

13 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

Staff liabilities reserve - opening balance £18,000 closing balance £18,000.

14 Analysis of net assets between funds

	Unrestricted 2021 £	Designated 2021 £	Total 2021 £	Unrestricted 2020 £	Designated 2020 £	Total 2020 £
Fund balances at 31 March 2021 are represented by:						
Tangible assets	7,316	-	7,316	15,652	-	15,652
Current assets/ (liabilities)	33,286	18,000	51,286	36,852	18,000	54,852
	<u>40,602</u>	<u>18,000</u>	<u>58,602</u>	<u>52,504</u>	<u>18,000</u>	<u>70,504</u>