

FAKENHAM FOCUS
UNAUDITED
TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

FAKENHAM FOCUS

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FAKENHAM FOCUS

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

Trustees

Martyn Benstead, Treasurer
Howard Young
Amanda Nudds
Ian Wood (resigned 26 November 2024)
Kevin Howard
Carla Andrews (appointed 20 June 2024)

Charity registered number

1106520

Principal office

10 Oak Street
Fakenham
Norfolk
NR21 9DY

Independent Examiner

Larking Gowen LLP
Chartered Accountants
Summerhill House
1 Sculthorpe Road
Fakenham
NR21 9HA

FAKENHAM FOCUS

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2025

The Trustees present their annual report together with the financial statements of the charity for the 1 April 2024 to 31 March 2025.

Objectives and activities

a. Policies and objectives

The objective of the charity is to assist people living in and around Fakenham who are in need or disadvantaged in some way. This is achieved through support, the provision of information and advice from specialist organisations. Also to assist with education and training as determined by user needs.

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'. A summary of the achievements and performance in the year is detailed below.

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

Our premises are open to the public Monday to Wednesday (am) and Thursdays (am and pm). Special care is taken over the provision of access and facilities for disabled people.

We offer a drop-in facility with refreshments and opportunities for social engagement. Internet access is provided without charge. Access to relevant statutory and voluntary organisations is regularly arranged in support of individuals, groups and families.

Two employed co-ordinators organise day-to-day provision of the services and they have the support of volunteers on a regular basis. The programme of activities can be and is varied and is driven by user needs, with a Management Committee overview.

FAKENHAM FOCUS

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

Achievements and performance

a. Review of activities

The First Focus Charity, is based in Fakenham and continues to serve as a vital community hub, offering practical, emotional, and social support to residents of all ages. In 2024/25, the charity has strengthened its position as a welcoming, safe space, responding to growing local needs amid continued social and economic challenges.

We aim to continue the delivery of core services: advice on benefits, housing, and employment.

First Focus launched a weekly warm space and hot meal service during the winter months, supporting vulnerable and isolated individuals. Rising costs and higher demand for services have stretched resources. Recruitment of volunteers remains an ongoing priority to sustain expanded activities. Funding remains tight, underlining the need for continued fundraising and grant applications.

Moving forward First Focus aims to:

- Secure sustainable funding streams.
- Expand mental health and wellbeing programs.
- Continue addressing social isolation and poverty in the community.

The successes of First Focus have only been possible thanks to the tireless efforts of staff, volunteers, donors, and the wider Fakenham community. Their dedication ensures that First Focus remains a beacon of hope and support for all who need it.

b. Financial performance and reserves

The attached accounts demonstrate in financial terms the activities of the charity for the past year. As can be seen the Charity has a deficit for the year ended of £3,956 (2024 surplus £1,340).

First Focus has continued this year with support from the National Lottery, Postcode Lottery, Norfolk Community Foundation and the support and fundraising of local businesses and events like Kinnerton and Fakenham Beer & Gin festival.

The trustees are also grateful to members and volunteers who have donated valuable contributions both in terms of time and money whilst future funding is secured.

The reserves policy is decided upon by the trustees. Reserves are held as unrestricted funds to meet both planned expenditure when it falls due and to cover contingencies. The free reserves at the year end being unrestricted funds not invested in fixed assets totalled £38,760 (2024 £42,697).

Reserves held in bank accounts, such as deposits are interest-bearing when possible.

Cash reserves are £44,685 (2024 £43,685).

The charity has undertaken a detailed review of the various risks faced by it and has taken steps to mitigate these risks where possible.

FAKENHAM FOCUS

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

a. Going concern

The Trustees have considered the charity's position at the time of signing the financial statements.

Based on this, the trustees have concluded that they have a reasonable expectation that the charity will have adequate resources to continue in operational existence for the foreseeable future. They therefore continue to adopt the going concern basis of accounting in preparing these financial statements.

Structure, governance and management

a. Constitution

Fakenham Focus, also known as First Focus, is a registered charity, number 1106520, and is governed by its constitution.

b. Methods of appointment or election of Trustees

Trustees are appointed by existing trustees with a lead given by office holders of the Management Team.

Statement of Trustees' responsibilities

The Trustees 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).

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year which 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 judgments 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.

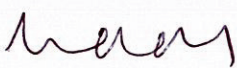
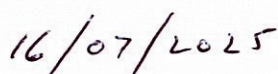
The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust deed. 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 their behalf by:

Amanda Nudds

Trustee

Date:

FAKENHAM FOCUS

INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 MARCH 2025

Independent examiner's report to the Trustees of Fakenham Focus ('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 you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination have followed all the applicable Directors given by the Charity Commission under Section 145(5)(b) of the Act.

Independent examiner's statement

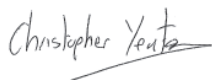
I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

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:



Christopher Yeates

FCA DChA

For and on behalf of Larking Gowen LLP
Summerhill House, Sculthorpe Road, Fakenham, Norfolk, NR21 9HA
21 July 2025

FAKENHAM FOCUS

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2025

	Note	Restricted funds 2025 £	Unrestricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
Income from:					
Donations and legacies	2	36,000	23,666	59,666	55,327
Other trading activities:					
Investments		-	16	16	13
Total income		36,000	23,682	59,682	55,340
Expenditure on:					
Charitable activities		36,000	27,638	63,638	54,000
Total expenditure		36,000	27,638	63,638	54,000
Net movement in funds		-	(3,956)	(3,956)	1,340
Reconciliation of funds:					
Total funds brought forward		-	45,774	45,774	44,434
Net movement in funds		-	(3,956)	(3,956)	1,340
Total funds carried forward		-	41,818	41,818	45,774

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

The notes on pages 8 to 15 form part of these financial statements.

FAKENHAM FOCUS

BALANCE SHEET AS AT 31 MARCH 2025


	Note	2025 £	2024 £
Fixed assets			
Tangible assets	8	3,058	3,077
		<u>3,058</u>	<u>3,077</u>
Current assets			
Debtors	9	295	849
Cash at bank and in hand		44,685	43,685
		<u>44,980</u>	<u>44,534</u>
Creditors: amounts falling due within one year	10	(6,220)	(1,837)
Net current assets		<u>38,760</u>	<u>42,697</u>
Total assets less current liabilities		<u>41,818</u>	<u>45,774</u>
Total net assets		<u><u>41,818</u></u>	<u><u>45,774</u></u>
Charity funds			
Restricted funds	11	-	-
Unrestricted funds	11	41,818	45,774
Total funds		<u><u>41,818</u></u>	<u><u>45,774</u></u>

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


Martyn Benstead

Trustee

Date: 16/07/25


Amanda Nudds

Trustee

The notes on pages 8 to 15 form part of these financial statements.

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

1. Accounting policies

1.1 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 2015), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

Fakenham Focus 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.

1.2 Going concern

The Trustees have considered the charity's position at the time of signing the financial statements.

Based on this, the trustees have concluded that they have a reasonable expectation that the charity will have adequate resources to continue in operational existence for the foreseeable future. They therefore continue to adopt the going concern basis of accounting in preparing these financial statements.

1.3 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.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

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

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

1. Accounting policies (continued)

1.4 Expenditure (continued)

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

All expenditure is inclusive of irrecoverable VAT.

1.5 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, .

Depreciation is provided on the following basis:

Fixtures and fittings	- 25% reducing balance
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1.6 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.

1.7 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.

1.8 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.

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

1. Accounting policies (continued)

1.9 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.

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.

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

2. Income from donations and legacies

	Restricted funds 2025 £	Unrestricted funds 2025 £	Total funds 2025 £
Grants			
Lotto	20,000	-	20,000
Other grants	16,000	4,974	20,974
	<hr/> 36,000	<hr/> 4,974	<hr/> 40,974
Donations	-	18,692	18,692
Total 2025	<hr/> 36,000	<hr/> 23,666	<hr/> 59,666

	<i>Restricted funds 2024 £</i>	<i>Unrestricted funds 2024 £</i>	<i>Total funds 2024 £</i>
Grants			
Other grants	30,500	-	30,500
	-	-	-
	<hr/> 30,500	<hr/> -	<hr/> 30,500
Donations	-	24,827	24,827
<i>Total 2024</i>	<hr/> <i>30,500</i>	<hr/> <i>24,827</i>	<hr/> <i>55,327</i>

3. Analysis of grants

	Grants to Individuals 2025 £	Total funds 2025 £	<i>Total funds 2024 £</i>
Grants paid	1,100	1,100	-

FAKENHAM FOCUS

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

4. Charitable activities

	Restricted funds 2025 £	Unrestricted funds 2025 £	Total funds 2025 £
Accountancy	-	1,823	1,823
Training	-	101	101
General running costs	-	2,515	2,515
Rent, rates & electricity	-	13,816	13,816
Insurance	-	619	619
Repairs and maintenance	-	275	275
Printing, postage and stationery	-	1,776	1,776
Telephone	-	619	619
Travelling	-	769	769
Grants paid	1,100	-	1,100
Wages	34,900	1,431	36,331
Depreciation	-	1,014	1,014
Professional and bookkeeping	-	2,880	2,880
	36,000	27,638	63,638
	36,000	27,638	63,638

	<i>Restricted funds 2024 £</i>	<i>Unrestricted funds 2024 £</i>	<i>Total funds 2024 £</i>
Charitable activities 2024			
Accountancy	-	1,818	1,818
Training	-	334	334
Refreshments	-	633	633
Rent, rates & electricity	-	7,549	7,549
Insurance	-	341	341
Repairs and maintenance	-	263	263
Printing, postage and stationery	-	1,601	1,601
Telephone	-	1,090	1,090
Travelling	-	720	720
Wages	31,000	4,749	35,749
Depreciation	-	1,022	1,022
Professional and bookkeeping	-	2,880	2,880
	31,000	23,000	54,000
	31,000	23,000	54,000

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

5. Independent examiner's remuneration

The independent examiner's remuneration amounts to an independent examiner fee of £1,535 (2024 - £1,440).

6. Staff costs

	2025 £	2024 £
Wages and salaries	36,331	35,749
	<u>36,331</u>	<u>35,749</u>

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

2025 No.	2024 No.
<u>2</u>	<u>2</u>

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

7. 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).

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

8. Tangible fixed assets

	Fixtures and fittings £
Cost or valuation	
At 1 April 2024	22,597
Additions	995
At 31 March 2025	<u>23,592</u>
Depreciation	
At 1 April 2024	19,520
Charge for the year	1,014
At 31 March 2025	<u>20,534</u>
Net book value	
At 31 March 2025	<u>3,058</u>
At 31 March 2024	<u>3,077</u>

9. Debtors

	2025 £	2024 £
Due within one year		
Prepayments and accrued income	295	849
	<u>295</u>	<u>849</u>

10. Creditors: Amounts falling due within one year

	2025 £	2024 £
Trade creditors	5,973	1,615
Other taxation and social security	247	222
	<u>6,220</u>	<u>1,837</u>

FAKENHAM FOCUS

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

11. Statement of funds

Statement of funds - current year

	Balance at 1 April 2024 £	Income £	Expenditure £	Balance at 31 March 2025 £
Unrestricted funds				
General Funds - all funds	45,774	23,682	(27,638)	41,818
Restricted funds				
Restricted funds - all funds	-	36,000	(36,000)	-
Total of funds	<u>45,774</u>	<u>59,682</u>	<u>(63,638)</u>	<u>41,818</u>

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donors. The restricted fund balances represent the amounts of the donations still held at the year end.

Statement of funds - prior year

	Balance at 1 April 2023 £	Income £	Expenditure £	Balance at 31 March 2024 £
Unrestricted funds				
General Funds - all funds	43,934	24,840	(23,000)	45,774
Restricted funds				
Restricted Funds - all funds	500	30,500	(31,000)	-
Total of funds	<u>44,434</u>	<u>55,340</u>	<u>(54,000)</u>	<u>45,774</u>

12. Related party transactions

During the year Stephenson Smart provided accountancy services to the charity. Martyn Benstead is a partner of Stephenson Smart. The charge for the year was £2,880 (2024 £2,880). At 31 March 2025 £240 (2024 £240) was due to Stephenson Smart and is included in creditors. The power to make the payment is included in the Charities Act 2011.

FAKENHAM FOCUS

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2025

	2025 £	2025 £	2024 £	2024 £
Income				
Other grants	26,074		30,500	
Other donations and legacies	33,592		24,827	
Other income	16		13	
	<hr/>		<hr/>	
Total income		59,682		55,340
Less:				
Accountancy	1,823		1,818	
Training	101		334	
General running costs	2,515		633	
Rent, rates & electricity	13,816		7,549	
Insurance	619		341	
Repairs and maintenance	275		263	
Printing, postage and stationery	1,776		1,601	
Telephone	619		1,090	
Travelling	769		720	
Grants paid	1,100		-	
Wages	36,331		35,749	
Depreciation	1,014		1,022	
Professional and bookkeeping	2,880		2,880	
	<hr/>		<hr/>	
Total expenditure		63,638		54,000
Net (expenditure)/income for the reporting period		<hr/> (3,956) <hr/>		<hr/> 1,340 <hr/>
(Deficit)/Surplus for the reporting period		(3,956)		1,340
Funds brought forward at 1 April 2024		45,774		44,434
		<hr/>		<hr/>
Funds carried forward at 31 March 2025		41,818 <hr/>		45,774 <hr/>