

Charity number: 1106913
Company number: 05079039
(England and Wales)

St James Trust (Seaford)

Report of the Trustees and Financial Statements

For the year ended 31 March 2023

Report of the Trustees	1 to 4
Independent Examiner's Report to the Trustees	5
Statement of Financial Activities	6
Statement of Financial Position	7
Notes to the Financial Statements	8 to 11

The Trustees, who are also directors for the purposes of company law, have pleasure in presenting their report and the financial statements for the charitable company for the year ended 31 March 2022. The Trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS 102) (effective 1 January 2015).

STRUCTURE, GOVERNANCE AND MANAGEMENT

The company was incorporated on 19 March 2004 under the Companies Act 1985 as a company limited by guarantee and not having a share capital. The company is a charity, registered with the Charity Commission for England and Wales and is exempt from using the word 'Limited' in its name under section 30 of the Companies Act.

The Trustees in office during the year, and any changes during the year, are as shown below. Under the Memorandum and Articles of Association the number of trustees shall not be less than three. The trustees in general meeting may appoint any suitable person to be a trustee either to fill a casual vacancy or as an additional trustee.

REFERENCE AND ADMINISTRATIVE INFORMATION

Name of Charity	St James Trust (Seaford)
Charity Registration Number	0106913
Company Registration Number	05079039
Principal Address & Registered Office	St James's Clubhouse 11 Blatchington Road Seaford. East Sussex BN25 2AB

TRUSTEES	M D Ashley to 27 January 2023 J Austin J S White J Innis A M Richardson D Holland from 13 April 2022 D Dymott from 13 April 2022
-----------------	----------------------------------------------------------------------------------------------------------------------------------------------------

CHIEF EXECUTIVE	Mrs V Reynolds
------------------------	----------------

INDEPENDENT EXAMINER	A Bradbury
-----------------------------	------------

BANKERS	HSBC PLC. Seaford
----------------	-------------------

OBJECTIVES AND ACTIVITIES

The charity's objects are to undertake voluntary work in education, social services, and similar charitable activities amongst those classes in need thereof. In the furtherance of these objectives the charity provides and maintains a centre and services for the elderly and disabled.

The centre is available for hire by individuals and organisations in accordance with the standard hiring agreement and scale charges adopted for the year.

During the year the trustees have continued their efforts to maintain the centre and establish policies to ensure the long-term viability of the trust. The trustees have considered the Charity Commission's guidance on public benefit, including the guidance 'public benefit: running a charity (PB2)'.

The financial statements comply with current statutory requirements, the charity 's Memorandum and Articles of Association and the Statement of Recommended Practice " Accounting and Reporting by Charities 2005'.

Achievements and Performance Apr 22 – March 23

When the Covid restrictions were lifted our focus was to rebuild the services that our Charity provided before the Pandemic.

We relaunched our Tuesday Lunch club and although the numbers were quite low to start, we have now reached capacity (18 people) who come to lunch with us every week.

We lost a few of our volunteers during the pandemic and some of our elderly volunteers decided not to return to us. We have been actively sourcing new volunteers and have managed to recruit another 8 which brings our volunteer base to 48, all of whom support the running of our Lunch Club and Charity Shop.

We are delighted that most of our hall hirers (pre-pandemic) returned to us to resume their groups, but we have also been very successful in securing many new clients who all use our facilities regularly. We did increase our room hire charges in September 2022 although we still offer the most reasonably prices in the area.

Our Outreach programme remains one of our main priorities and we work directly with the local job centre, offering fully supported volunteering opportunities to people who are keen to get back into the workplace. Each volunteer is offered a tailormade training programme providing experience and the opportunity to gain new skills. We currently have 4 volunteers on the programme.

The Reel Deal Cinema Club was postponed to due to technical issues and now that these have been resolved we are looking to launch it Autumn 2023.

The Future

The Trustees, staff and volunteers are 100% committed to continue to build and enhance the vital services and support that we provide in the Community. The launch of our Cinema Club will be a great incentive for us, and it will allow us to provide entertainment for up to 25 elderly residents in a safe, comfortable environment.

FINANCIAL REVIEW

Income for the year amounted to £99,841 (2022 £140,787). Expenditure for the year amounted to £89,960 (2022 £104,955). The surplus amounted to £9,881 (2021 £35,832).

The reserves policy of the Trust is that it should retain within the unrestricted fund - the equivalent of 6 months expenditure on that fund. Unrestricted expenditure in the year amounted to £73,171 (2022 £88,957). The unrestricted reserves as of 31 March 2023 were £99,545. (2022 £92,261)

A further transfer has been made to the major projects fund of £15,000. With the age of the building any issues are likely to be expensive to rectify. The trustees are already aware of some major costs to be faced in the 2023-24 financial year.

TRUSTEES' RESPONSIBILITIES

Company law requires the trustees to prepare accounts for each financial period which give a true and fair view of the surplus or deficit of the charity for that period and of the state of affairs of the charity at the end of the period. In preparing those accounts, the trustees are required to:

- Select suitable accounting policies and then apply them consistently; Make judgments and estimates that are reasonable and prudent.
- State whether applicable accounting standards and statements of recommended practice 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 company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are responsible for safeguarding the assets of the company, and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

Approved by the Board on

And signed on its behalf by

J Austin
24 July 2023

St James Trust (Seaford) Trustees Report Year ended 31 March 2023

INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF ST JAMES TRUST (SEAFORD)

I report on the accounts of the charitable company for the year ended 31 March 2023, which comprise the Statement of Financial Activities, the Statement of Financial Position, and the related notes.

Respective responsibilities of trustees and examiner

The Trustees, who are also directors for the purposes of company law, are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is required.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act.
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act: and
- to state whether matters have come to my attention.

Basis of independent examiner's report

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

Independent examiner's statement

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

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

- to keep accounting records in accordance with 386 and 387 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of section 394 and 395 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met, or

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

**A Bradbury
Seaford
East Sussex
24 July 2023**

St James Trust (Seaford)
Statement of Financial Activities
for the year ended 31 March 2023

	Note	Unrestricted Fund	Designated Fund	Restricted Fund	Total	2022
INCOMING RESOURCES						
Charitable Activities	2	52,188			52,188	41,373
Donations, Grants & Legacies	3	1,062	1,000	3,386	5,448	64,819
Trading Activities	4	40,516			40,516	25,194
Surplus on Sale of Assets						9,391
Investments		1,689			1,689	10
		95,455	1,000	3,386	99,841	140,787
RESOURCES EXPENDED						
Charitable Activities	5	70,901	5,654	11,135	87,690	95,255
Raising Funds	6	2,270			2,270	9,700
		73,171	5,654	11,135	89,960	104,955
Net surplus / (deficit) for the year		22,284	(4,654)	(7,749)	9,881	35,832
Fund Balance brought forward		92,261	135,178	41,171	268,610	232,778
Funds Transfer		(15,000)	15,000			
Fund Balance Carried Forward	10	99,545	145,524	33,422	278,491	268,610

St James Trust (Seaford)
Statement of Financial Position
As at 31 March 2023

	Note	Unrestricted Fund	Designated Fund	Restricted Fund	Total	2022
Fixed Tangible Assets	7	-	104,528	6,406	110,934	116,748
Current Assets						
Debtors and Prepayments	8	5,796			5,796	3,984
Cash at bank and in hand		98,320	40,996	27,016	166,332	149,331
Total Current Assets		104,116	40,996	27,016	172,128	153,315
Creditors falling due within one year	9	4,571			4,571	1,453
		-				
Net Current Assets		99,545	40,996	27,016	167,557	151,862
Total Net Assets	10	99,545	145,524	33,422	278,491	268,610

St James Trust (Seaford)
Notes to the Financial Statements - Continued
for the year ended 31 March 2023

	2023	2022
2. Charitable Activities		
Rental Income **	49,905	41,335
Specialist activities **	2,283	38
	52,188	41,373
3. Donation, Grants & Legacies		
Donations	1,062	2,950
Grants **	4,386	61,869
	5,448	64,819
4. Trading Activities		
Charity Shop	40,516	25,194
5. Costs of Charitable Activities		
<u>Operating Day Centre</u>		
Staff Costs (see note 11)	54,971	55,233
Premises**	22,406	30,908
Office Expenditure **	4,832	4,676
Specialist Activities **	4,098	106
Motoring	65	2,362
Miscellaneous	1,318	1,970
	87,690	95,255
6. Fundraising Costs		
Professional Fundraiser	600	7,212
Charity Shop	1,670	2,488
	2,270	9,700

** further analysis of 2023 figures shown at note 14

St James Trust (Seaford)
Notes to the Financial Statements - continued
for the year ended 31 March 2023

7. Tangible Fixed Assets

	Designated	Designated	Restricted	
	Freehold Land	Fixtures & Fittings	Fixtures & Fittings	Total
At Cost				
As at 1 April 2022	172,464	2,912	58,520	233,896
	172,464	2,912	58,520	233,896
DEPRECIATION				
As at 1 April 2022	65,178	1,991	49,979	117,148
Charge for the year	3,449	230	2,135	5,814
	68,627	2,221	52,114	122,962
Net Book Value				
As at 31 March 2023				
Restricted Fund			6,406	6,406
Designated Fund	103,837	691		104,528
	103,837	691	6,406	110,934
As at 31 March 2022				
Restricted Fund			8,541	8,541
Designated Fund	107,286	921		108,207
	107,286	921	8,541	116,748

8. Debtors & Prepayments

	2023	2022
Prepayments and accrued income	1,158	481
Debtors	4,638	3,503
	5,796	3,984

9. Creditors

	2023	2022
Accruals and deferred Income	4,571	1,453

St James Trust (Seaford)
Notes to the Financial Statements - continued
for the year ended 31 March 2023

	As at 31 March 22	Incoming Resources	Outgoing resources	Transfers	As at 31 March 2023
10. Movement in Funds					
General Funds	92,261	95,455	73,171	(15,000)	99,545
Designated Fund					
Fixed Asset Reserves	108,207		3,679		104,528
Major projects Fund	20,000			15,000	35,000
Transport Fund	6,971	1,000	1,975		5,996
	135,178	1,000	5,654	15,000	145,524
Restricted Funds					
Fixed Asset Reserve	8,541		2,135		6,406
Computer & TV	5,039	3,386			8,425
Outreach Projects	27,591		9,000		18,591
	41,171	3,386	11,135		33,422
TOTAL FUNDS	268,610	99,841	89,960		278,491

11. Staffing Costs	2023	2022
Total Staff costs for the year were		
Salaries and Wages	54,200	53,658
Social Security Costs & Pensions	771	1,575
	54,971	55,233

Average Number of Employees in the year 2 2

No employee emoluments exceeded £60,000 for the year

12. Trustee remuneration and related party transactions

During the year no trustee received remuneration (2022 nil)

Trustees did not receive reimbursement of any expenses (2022 Nil)

The Directors have declared there were no related party transactions in the year

13. Company Limited by Guarantee

St James Trust (Seaford) is a company limited by guarantee and accordingly does not have a share capital

St James Trust (Seaford)
Notes to the Financial Statements - continued
for the year ended 31 March 2023

Note 14 - Detailed analysis

	Income	Expenditure
<u>Rental Income</u>		
Room Hire	39,705	
Office Rent	10,200	
	49,905	
<u>Specialist activities</u>		
Lunch Club	2,283	4,098
	2,283	4,098
<u>Grants Received</u>		
<u>Restricted:</u>		
Computer & TV Club	4,386	
	4,386	
<u>Premises</u>		
Depreciation		5,814
Repairs & renewals		4,542
Energy		5,044
Insurances		2,830
Security Expenses		595
Cleaning		1,885
Water & Sewerage		440
Waste Collection		1,256
		22,406
<u>Office Expenditure</u>		
Telephone & Internet & Support		3,322
Office Supplies		870
Software		576
Printing		64
		4,832