

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 2024

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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 2024. The Trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and 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	J Austin D Dymott S Harvey from 27 September 2023 D Holland J Innis to 27 September 2023 A M Richardson C West from 27 September 2023 J S White
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CHIEF EXECUTIVE	Mrs V Reynolds
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INDEPENDENT EXAMINER	A Bradbury
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BANKERS	HSBC PLC. Seaford
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OBJECTIVES AND ACTIVITIES

The charity's objectives 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 23 – March 24

During 2023-24 the trust continued to rebuild the services that the Charity provided before the Covid Pandemic.

The Tuesday Lunch club is now at full capacity with 20 clients, and there is also a waiting list. The trust has been very lucky to have secured 9 new volunteers which brings the volunteer base to 49, all of whom support the running of our Lunch Club and Charity Shop.

The trust also has many loyal clients who return week-on-week and has been very successful in securing new clients who also use the facilities on a regular basis.

Our Outreach programme remains one of the main priorities and the trust works 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. The trust currently has 4 volunteers on the programme.

The Future

The Trustees, staff and volunteers continue to be 100% committed to building and enhancing the vital services and support that they provide in the Community.

FINANCIAL REVIEW

Income for the year amounted to £115,753 (2023 £99,841). Expenditure for the year amounted to £115,821 (2023 £89,960). The deficit amounted to £68 (2023 Surplus £9,881).

The reserves policy of the Trust is that it should retain within the unrestricted fund - the equivalent of 12 months expenditure on that fund. Unrestricted expenditure in the year amounted to £88,405 (2023 £73,171). The unrestricted reserves as of 31 March 2024 were £111,246. (2023 £99,545)

A further transfer has been made to the major projects fund of £11,931. 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 2024-25 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

D Dymott

St James Trust (Seaford) Trustees Report Year ended 31 March 2024

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 2024, 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 2024**

St James Trust (Seaford)
Statement of Financial Activities
for the year ended 31 March 2024

	Note	Unrestricted Fund	Designated Fund	Restricted Fund	Total	2023
INCOMING RESOURCES						
Charitable Activities	2	60,319			60,319	52,188
Donations, Grants & Legacies	3	4,647	4,082		8,729	5,448
Trading Activities	4	41,911			41,911	40,516
Investments		4,794			4,794	1,689
		111,671	4,082		115,753	99,841
RESOURCES EXPENDED						
Charitable Activities	5	86,381	15,015	12,767	114,163	87,690
Raising Funds	6	1,658			1,658	2,270
		88,039	15,015	12,767	115,821	89,960
Net surplus / (deficit) for the year		23,632	(10,933)	(12,767)	(68)	9,881
Fund Balance brought forward		99,545	145,524	33,422	278,491	268,610
Funds Transfer		(11,931)	11,931			
Fund Balance Carried Forward	10	111,246	146,522	20,655	278,423	278,491

St James Trust (Seaford)
Statement of Financial Position
As at 31 March 2024

	Note	Unrestricted Fund	Designated Fund	Restricted Fund	Total	2023
Fixed Tangible Assets	7	-	100,906	4,805	105,711	110,934
Current Assets						
Debtors and Prepayments	8	9,831			9,831	5,796
Cash at bank and in hand		105,632	45,616	15,850	167,098	166,332
Total Current Assets		<u>115,463</u>	<u>45,616</u>	<u>15,850</u>	<u>176,929</u>	<u>172,128</u>
Creditors falling due within one year	9	4,217			4,217	4,571
		-				
Net Current Assets		111,246	45,616	15,850	172,712	167,557
Total Net Assets	10	<u>111,246</u>	<u>146,522</u>	<u>20,655</u>	<u>278,423</u>	<u>278,491</u>

St James Trust (Seaford)
Notes to the Financial Statements - Continued
for the year ended 31 March 2024

	2024	2023
2. Charitable Activities		
Rental Income **	56,753	49,905
Specialist activities **	3,566	2,283
	60,319	52,188
3. Donation, Grants & Legacies		
Donations	4,647	1,062
Grants **	4,082	4,386
	8,729	5,448
4. Trading Activities		
Charity Shop	41,911	40,516
5. Costs of Charitable Activities		
<u>Operating Day Centre</u>		
Staff Costs (see note 11)	60,071	54,971
Premises**	42,078	22,406
Office Expenditure **	5,118	4,832
Specialist Activities **	5,455	4,098
Motoring		65
Miscellaneous	1,441	1,318
	114,163	87,690
6. Fundraising Costs		
Professional Fundraiser		600
Charity Shop	1,658	1,670
	1,658	2,270

** further analysis of 2024 figures shown at note 14

St James Trust (Seaford)
Notes to the Financial Statements - continued
for the year ended 31 March 2024

7. Tangible Fixed Assets

	Designated	Designated	Restricted	
	Freehold Land	Fixtures & Fittings	Fixtures & Fittings	Total
At Cost				
As at 1 April 2023	172,464	2,912	58,520	233,896
	172,464	2,912	58,520	233,896
DEPRECIATION				
As at 1 April 2023	68,627	2,221	52,114	122,962
Charge for the year	3,449	173	1,601	5,223
	72,076	2,394	53,715	128,185
Net Book Value				
As at 31 March 2024				
Restricted Fund			4,805	4,805
Designated Fund	100,388	518		100,906
	100,388	518	4,805	105,711
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

8. Debtors & Prepayments

	2024	2023
Prepayments and accrued income	2,488	1,158
Debtors	7,343	4,638
	9,831	5,796

9. Creditors

	2024	2023
Accruals and deferred Income	4,217	4,571

St James Trust (Seaford)
Notes to the Financial Statements - continued
for the year ended 31 March 2024

	As at 31 March 23	Incoming Resources	Outgoing resources	Transfers	As at 31 March 2024
10. Movement in Funds					
General Funds	99,545	111,671	88,039	(11,931)	111,246
Designated Fund					
Fixed Asset Reserves	104,528		3,622		100,906
Lighting Upgrade		1,607	1,607		
Major projects Fund	35,000		6,931	11,931	40,000
Transport Fund	5,996	2,475	2,855		5,616
	145,524	4,082	15,015	11,931	146,522
Restricted Funds					
Fixed Asset Reserve	6,406		1,601		4,805
Computer & TV	8,425		55		8,370
Outreach Projects	18,591		11,111		7,480
	33,422		12,767		20,655
TOTAL FUNDS	278,491	115,753	115,821		278,423

11. Staffing Costs	2024	2023
Total Staff costs for the year were		
Salaries and Wages	58,593	54,200
Social Security Costs & Pensions	1,478	771
	60,071	54,971

Average Number of Employees in the year 3 2

No employee emoluments exceeded £60,000 for the year

12. Trustee remuneration and related party transactions

During the year no trustee received remuneration (2023 nil)

Trustees did not receive reimbursement of any expenses (2023 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 2024

Note 14 - Detailed analysis

	Income	Expenditure
<u>Rental Income</u>		
Room Hire	44,753	
Office Rent	12,000	
	56,753	
<u>Specialist activities</u>		
Lunch Club	3,566	5,455
	3,566	5,455
<u>Grants Received</u>		
<u>Designated</u>		
Seaford Town Council re Transport	2,475	
LED light upgrade	1,607	
	4,082	
<u>Premises</u>		
Depreciation		5,223
Repairs & renewals		24,329
Energy		4,770
Insurances		3,636
Security Expenses		448
Cleaning		1,356
Water & Sewerage		1,057
Waste Collection		1,259
		42,078
<u>Office Expenditure</u>		
Telephone & Internet & Support		3,925
Office Supplies		602
Software		576
Printing		15
		5,118