

AGE CONCERN SANDWICH CENTRE FOR THE RETIRED

England & Wales · Charity number 1109346

Details

Other names	AGE CONCERN (OPW) SANDWICH, SANDWICH CENTRE FOR THE RETIRED LIMITED
Status	Registered
Legal form	Charitable company
Company number	04969814
Registered	2005-05-06
Register	View on the Charity Commission register

Contact

Address	19/21 Cattle Market Sandwich Kent CT13 9AP
Phone	01304614237
Email	office@ageconcernsandwich.com
Website	www.ageconcernsandwich.com

Activities

Objects: (A) TO PROMOTE THE RELIEF OF THE ELDERLY BY PROVIDING, MAINTAINING AND MANAGING A DAY CENTRE IN KENT FOR THE PURPOSE OF PROVIDING FACILITIES FOR RECREATION AND OTHER LEISURE TIME OCCUPATIONS IN THE INTEREST OF SOCIAL WELFARE WITH THE OBJECT OF IMPROVING THEIR CONDITIONS OF LIFE.

Activities: Provision of Transport to enable clients to visit our "pop in" centre - provision of snacks, meals, bathing, choropody and Advocacy Services

Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** General Charitable Purposes
- **Who:** Elderly/old People, People With Disabilities

Geography

- **Area of benefit:** NOT DEFINED. IN PRACTICE. SANDWICH
- Kent

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£671,856	£651,176	£980,184	17
2024-03-31	£717,583	£554,423	£960,539	24
2023-03-31	£510,461	£475,657	£773,717	17
2022-03-31	£440,958	£366,675	-	-
2021-03-31	£393,422	£440,160	-	-

Trustees

Name	Role	Appointed
Jeffery O'Donnell Sneller	Chair	1980-01-01
Carolynne O'Donoghue		2020-08-19
Jeanne Males		2020-09-01
Jeffrey Edward Franklin		2020-10-01
PAUL GORDON GRAEME MBE , JP		1997-01-01
Paul Harris		2020-10-01

AGE CONCERN SANDWICH CENTRE FOR THE RETIRED

England & Wales - Charity number 1109346

Accounts

Company registration number: 04969814

Charity registration number: 1109346

Age Concern Sandwich Centre for the Retired

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2025

Batchelor Coop Ltd
Batchelor Coop Ltd
The New Barn
Mill Lane
Eastry
Sandwich
Kent
CT13 0JW

Age Concern Sandwich Centre for the Retired

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Age Concern Sandwich Centre for the Retired

Reference and Administrative Details

Trustees	J O Sneller Chairman FRICS P G Graeme M.B.E., J.P. P Harris J E Franklin L C O'Donoghue J Males
Secretary	P G Graeme M.B.E., J.P.
Charity Registration Number	1109346
Company Registration Number	04969814
Registered Office	The charity is incorporated in England and Wales. Sneller House 19-21 Cattle Market Sandwich CT13 9AP
Auditor	Batchelor Coop Ltd Batchelor Coop Ltd The New Barn Mill Lane Eastry Sandwich Kent CT13 0JW
Solicitors:	Stilwell and Singleton Potter Street Sandwich CT13 9DR
Bankers	HSBC 9 Rose Lane Canterbury Kent CT1 2JP

Age Concern Sandwich Centre for the Retired

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2025.

Objectives and activities

The objectives of Age Concern Sandwich Centre for the Retired remain unchanged and are to promote the welfare of the over 50s in Sandwich and the surrounding villages, and offer chiropody, hairdressing, curative therapy, talking therapy, bathing, hot meals, transport, Meals on Wheels, Befriending, and an information and advice service from the Well-being Centre. We also welcome people who just pop in for snacks and drinks. In addition, we offer a wide range of social activities both within the Centre such as Chair Yoga and scrabble clubs. The Chief Officers work closely with the Statutory Bodies such as Kent County Council, Dover District Council, Voluntary Organizations, General Practitioners, Carers and Families in the hope that no one is left in need.

Respite care for those living with a Dementia and their carers is offered through the Sunflower Centre. The Centre hopes to expand on this highly successful service.

Overall responsibility for the financial, day to day running and achieving aims and objectives of the charity is with the Chief Officer, Ben Garratt. The Chief Officer reports regularly to the board of Trustees, who decide the strategic aims and objectives of the charity. The Well-Being Centre and shops are managed by Jackie Marsh who is our operations manager. Dementia services and Sunflower Centre are managed by Sally Barclay. Both operations manager and Dementia services manager report to the Chief Officer who reports to the board of trustees.

All Staff and volunteers work exceptionally well as an organised team to provide probably the best Age Concern facilities in Kent.

We are also Friends of Age UK.

All our company policies including health and safety, fire safety, safeguarding, financial, reserves, data protection and privacy policy have been thoroughly reviewed in the last year and are all up to date.

Public benefit

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Age Concern Sandwich Centre for the Retired

Trustees' Report

Achievements and performance

Age Concern was set up in 1980 and since April 1st, 2004, the Centre has been operated by Age Concern Sandwich Centre for the Retired, a company limited by guarantee and has registered this company with the Charities Commission.

As stated in previous years we are unable to extend our facilities further due to the structural size of the premises. However, we continue striving to maintain a comfortable, clean, and welcoming Centre for our clients. All staff has received appropriate training in all aspects of their jobs and further training is planned.

Age Concern Sandwich Centre for the Retired runs two Charity Shops in Sandwich which are vital in financially supporting the Day Centre. The Charity Shops in Market Street and Cattle Market continue to make a great contribution to the Centre's finances.

Both the Well-being Centre and Charity Shops continue to rely heavily on the invaluable help given by our volunteers who work tirelessly for our cause. These volunteers are overseen by the operations manager, who has day to day responsibility for all matters relating to the Well-being Centre and Charity Shops.

None of our volunteers are expected to lift, bath or toilet any clients due to the fact that the majority are elderly people themselves. They do however work in our Hairdressing Salon, the Main Centre, the Tea Bar, Meals on Wheels, Befriending and Charity Shops.

Financial review

Age Concern Sandwich Centre for the Retired has no longer has an annual grant from Kent County Council Social Services. The Trustees continue to review fully, the finances of the Charity. Funds are raised from grant givers and Dover District Council, who we operate the household support fund for. This fund was for £47,500 and was used to help the people of Sandwich and the surrounding towns and villages.

The assets held by Age Concern Sandwich Centre for The Retired will continue to be used to carry out the Centre's objectives.

During the year, income exceeded expenditure by £19,645 increasing the reserves brought forward of £960,539 to give cumulative reserves at 31st March 2025 of £980,184.

Policy on reserves

Our policy is to continue building up reserves to a level by means of annual operating surpluses and judicious management of our investment assets. There are plans for major capital investments and expenditure in the coming year. This includes renovating disabled toilets and refurbishing the befriending café. The total cost of these projects will be in the region of £40,000. Further plans to refurbish the treatment room and hairdressers will be discussed by the trustees during the next 12 months.

Structure, governance and management

Recruitment and appointment of trustees

The centre has policies and procedures in place for recruiting and induction, and training of new Trustees.

Arrangements for setting key management personnel remuneration

Remuneration of staff at all levels is reviewed at least annually in accordance with policies set out and agreed by Trustees and in accordance with Government Legislation on Living Wage.

Age Concern Sandwich Centre for the Retired

Trustees' Report

Organisational structure

In relation to the structure and administration of the Trust and the Company, there have been no changes since our report last year. The assets of the company are vested in company-registered number 4969814 named Age Concern Sandwich Centre for the Retired. The company is limited by guarantee and is registered as a charity number 1109346.

Modernization of the Centre

We continue to improve the existing Well-Being Centre and make our facilities attractive not only to our existing clients but to the public in Sandwich in general. We have a rolling maintenance program and plan to generally improve the condition of the Well-being Centre to increase its popularity.

Fund Accounting

The directors maintain a restricted fund to cover the running costs incurred in respect of the minibus. Appeal Funds raised will also become restricted funds

Risk Management

The Trustees examine the major risks that the Charity faces each financial year when preparing and updating the strategic plan. The Charity is developing systems to monitor and control these risks to mitigate any impact that they may have on the future of Age Concern Sandwich Centre for The Retired.

Connected Charities

Age Concern Sandwich Centre for The Retired is an autonomous Charity. Our association with Age UK is purely in an advisory capacity.

Small companies provision statement

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

Statement of Responsibilities

The trustees (who are also the directors of Age Concern Sandwich Centre for the Retired 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), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

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 charitable company and of the incoming resources and application of resources, including its income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

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

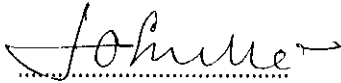
The trustees are responsible for keeping proper accounting records that can disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding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

Age Concern Sandwich Centre for the Retired

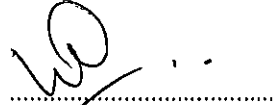
Trustees' Report

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The annual report was approved by the trustees of the charity on 27 June 2025 and signed on its behalf by:



J O Sneller Chairman FRICS
Trustee



P G Graeme M.B.E., J.P.
Company Secretary

Age Concern Sandwich Centre for the Retired

Independent Examiner's Report to the trustees of Age Concern Sandwich Centre for the Retired ('the Company')

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

Responsibilities and basis of report

As the charity's trustees of the Company (and also 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 Company 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 your charity's accounts as 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.

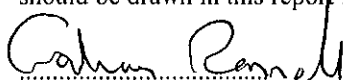
Independent examiner's statement

Since the Company'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 Age Concern Sandwich Centre for the Retired 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 [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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.



Graham Rennells
Independent Examiner
Batchelor Coop Ltd
The Institute of Chartered Accountants in England and Wales
The New Barn
Mill Lane
Eastry
Sandwich
Kent
CT13 0JW

1 July 2025

Age Concern Sandwich Centre for the Retired

Statement of Financial Activities for the Year Ended 31 March 2025 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted £	Restricted £	Total 2025 £	Total 2024 £
Income and Endowments from:					
Donations and legacies	3	81,725	-	81,725	253,044
Charitable activities	4	527,320	50,563	577,883	458,592
Investment income	5	12,248	-	12,248	5,947
Total Income		<u>621,293</u>	<u>50,563</u>	<u>671,856</u>	<u>717,583</u>
Expenditure on:					
Charitable activities	6	<u>(587,123)</u>	<u>(64,053)</u>	<u>(651,176)</u>	<u>(554,423)</u>
Total Expenditure		<u>(587,123)</u>	<u>(64,053)</u>	<u>(651,176)</u>	<u>(554,423)</u>
Net income/(expenditure)		34,170	(13,490)	20,680	163,160
Other recognised gains and losses					
Gains/losses on investment assets		<u>(1,035)</u>	-	<u>(1,035)</u>	<u>23,662</u>
Net movement in funds		33,135	(13,490)	19,645	186,822
Reconciliation of funds					
Total funds brought forward		<u>848,202</u>	<u>112,337</u>	<u>960,539</u>	<u>773,717</u>
Total funds carried forward	19	<u><u>881,337</u></u>	<u><u>98,847</u></u>	<u><u>980,184</u></u>	<u><u>960,539</u></u>

The notes on pages 11 to 19 form an integral part of these financial statements.

Age Concern Sandwich Centre for the Retired

Statement of Financial Activities for the Year Ended 31 March 2025 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2024 £
Income and Endowments from:				
Donations and legacies	3	245,933	7,111	253,044
Charitable activities	4	450,388	8,204	458,592
Investment income	5	5,947	-	5,947
Total income		<u>702,268</u>	<u>15,315</u>	<u>717,583</u>
Expenditure on:				
Charitable activities	6	<u>(505,659)</u>	<u>(48,764)</u>	<u>(554,423)</u>
Total expenditure		(505,659)	(48,764)	(554,423)
Gains/losses on investment assets		<u>23,662</u>	<u>-</u>	<u>23,662</u>
Net income/(expenditure)		<u>220,271</u>	<u>(33,449)</u>	<u>186,822</u>
Net movement in funds		220,271	(33,449)	186,822
Reconciliation of funds				
Total funds brought forward		<u>627,931</u>	<u>145,786</u>	<u>773,717</u>
Total funds carried forward	19	<u>848,202</u>	<u>112,337</u>	<u>960,539</u>

All of the charity's activities derive from continuing operations during the above two periods.

The notes on pages 11 to 19 form an integral part of these financial statements.

Age Concern Sandwich Centre for the Retired

(Registration number: 04969814)
Balance Sheet as at 31 March 2025

	Note	2025 £	2024 £
Fixed assets			
Tangible assets	11	475,709	421,671
Investments	12	<u>282,116</u>	<u>274,568</u>
		<u>757,825</u>	<u>696,239</u>
Current assets			
Stocks	14	1,700	1,400
Debtors	15	15,571	14,784
Cash at bank and in hand		<u>210,898</u>	<u>261,306</u>
		228,169	277,490
Creditors: Amounts falling due within one year	16	<u>(5,810)</u>	<u>(13,190)</u>
Net current assets		<u>222,359</u>	<u>264,300</u>
Net assets		<u>980,184</u>	<u>960,539</u>
Funds of the charity:			
Restricted income funds			
Restricted funds		98,847	112,337
Unrestricted income funds			
Unrestricted funds		<u>881,337</u>	<u>848,202</u>
Total funds	19	<u>980,184</u>	<u>960,539</u>

The notes on pages 11 to 19 form an integral part of these financial statements.

Age Concern Sandwich Centre for the Retired

**(Registration number: 04969814)
Balance Sheet as at 31 March 2025**

For the financial year ending 31 March 2025 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.


Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

The financial statements on pages 7 to 19 were approved by the trustees, and authorised for issue on 27 June 2025 and signed on their behalf by:



.....
J O Sneller Chairman FRICS
Trustee



.....
P G Graeme M.B.E., J.P.
Trustee

The notes on pages 11 to 19 form an integral part of these financial statements.

Age Concern Sandwich Centre for the Retired

Notes to the Financial Statements for the Year Ended 31 March 2025

1 Charity status

The charity is limited by guarantee, incorporated in England and Wales, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £10 towards the assets of the charity in the event of liquidation.

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

The financial statements have been prepared in accordance with 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)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Basis of preparation

Age Concern Sandwich Centre for the Retired 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 notes.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Exemption from preparing a cash flow statement

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

Income and endowments

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 the income receivable can be measured reliably.

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Age Concern Sandwich Centre for the Retired

Notes to the Financial Statements for the Year Ended 31 March 2025

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Gift aid

Incoming resources from tax reclaims are included in the Statement of Financial Activities at the same time as the gift to which they relate.

Investment income

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £200.00 or more are initially recorded at cost.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Fixtures, fittings and equipment	25% on written down value

Age Concern Sandwich Centre for the Retired

Notes to the Financial Statements for the Year Ended 31 March 2025

Fixed asset investments

Fixed asset investments, other than programme related investments, are included at market value at the balance sheet date. Realised gains and losses on investments are calculated as the difference between sales proceeds and their market value at the start of the year, or their subsequent cost, and are charged or credited to the Statement of Financial Activities in the period of disposal.

Unrealised gains and losses represent the movement in market values during the year and are credited or charged to the Statement of Financial Activities based on the market value at the year end.

Stock

Stock is valued at the lower of cost and estimated selling price less costs to complete and sell, after due regard for obsolete and slow moving stocks. Cost is determined using the first-in, first-out (FIFO).

Debtors

Debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Age Concern Sandwich Centre for the Retired

Notes to the Financial Statements for the Year Ended 31 March 2025

3 Income from donations and legacies

	Unrestricted General £	Total 2025 £	Total 2024 £
Grants, including capital grants;			
Grants received	66,050	66,050	123,657
General donations, gifts and legacies	15,675	15,675	129,387
	81,725	81,725	253,044

4 Income from charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2025 £	Total 2024 £
Sales of donated goods	164,499	-	164,499	157,917
Services and activities	362,821	50,563	413,384	300,675
	527,320	50,563	577,883	458,592

5 Investment income

	Unrestricted funds General £	Total 2025 £	Total 2024 £
Interest receivable and similar income;			
Interest receivable on bank deposits	3,671	3,671	5,245
Other income from fixed asset investments	8,577	8,577	702
	12,248	12,248	5,947

6 Expenditure on charitable activities

	Charitable activities £	Management and administration £	Total 2025 £	Total 2024 £
Expenditure (meals)	78,484	-	78,484	62,041
Centre services and activities	26,481	-	26,481	4,962
Carer and ancillary staff salaries	318,636	-	318,636	283,998
Rent and rates	27,294	-	27,294	27,202
Light, heat and power	33,157	-	33,157	23,096

Age Concern Sandwich Centre for the Retired

Notes to the Financial Statements for the Year Ended 31 March 2025

	Charitable activities £	Management and administration £	Total 2025 £	Total 2024 £
Repairs and maintenance	22,223	-	22,223	11,307
Depreciation	7,019	-	7,019	5,021
Insurance	9,649	-	9,649	8,157
Telephone and fax	1,884	-	1,884	1,944
Stationery and advertising	2,614	-	2,614	9,926
Legal and professional fees	17,127	-	17,127	10,007
(Profit)/loss on sale of tangible fixed assets held for charity's own use	353	-	353	-
Administration staff salaries	-	66,500	66,500	71,008
Staff training	-	108	108	-
Computer software and maintenance costs	-	6,059	6,059	6,039
Equipment rental	-	2,215	2,215	1,614
Sundry expenses	-	2,861	2,861	3,224
Cleaning	-	11,606	11,606	9,646
Transport expenses	-	8,500	8,500	5,072
Accountancy and independent examiner	-	5,988	5,988	5,507
Bank Charges	-	2,418	2,418	4,600
PAYE interest	-	-	-	52
	<u>544,921</u>	<u>106,255</u>	<u>651,176</u>	<u>554,423</u>

£587,123 (2024 -£505,659) of the above expenditure was attributable to unrestricted funds and £64,053 (2024 - £48,764) to restricted funds.

7 Net incoming/outgoing resources

Net incoming resources for the year include:

	2025 £	2024 £
Loss on disposal of fixed assets held for the charity's own use	353	-
Depreciation of fixed assets	<u>7,019</u>	<u>5,021</u>

8 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

9 Staff costs

The aggregate payroll costs were as follows:

Age Concern Sandwich Centre for the Retired

Notes to the Financial Statements for the Year Ended 31 March 2025

The monthly average number of persons (including senior management / leadership team) employed by the charity during the year expressed as full time equivalents was as follows:

	2025 No	2024 No
Charitable activities	14	14
Management and administration	3	3
	17	17

No employee received emoluments of more than £60,000 during the year.

During the year the charity made the following transactions with key management personnel:

Wages and salaries

The Wages and salaries received remuneration of £385,136 (2024: £355,006)

Wages and salaries are made up from £363,810 (2024 £337,237) gross wages, £15,927 (2024 £13,156) employer's national insurance and £5,399 (2024 £4,613) employer's pension contribution.

10 Taxation

The charity is a registered charity and is therefore exempt from taxation.

11 Tangible fixed assets

	Freehold property and improvements £	Fixtures, fittings and equipment £	Total £
Cost			
At 1 April 2024	406,762	75,411	482,173
Additions	47,912	13,498	61,410
Disposals	-	(4,478)	(4,478)
At 31 March 2025	454,674	84,431	539,105
Depreciation			
At 1 April 2024	-	60,502	60,502
Charge for the year	-	7,019	7,019
Eliminated on disposals	-	(4,125)	(4,125)
At 31 March 2025	-	63,396	63,396
Net book value			
At 31 March 2025	454,674	21,035	475,709
At 31 March 2024	406,762	14,909	421,671

Age Concern Sandwich Centre for the Retired

Notes to the Financial Statements for the Year Ended 31 March 2025

12 Fixed asset investments

	2025 £	2024 £
Other investments	<u>282,116</u>	<u>274,568</u>

Other investments

	Listed investments £	Total £
Cost or Valuation		
At 1 April 2024	274,568	274,568
Revaluation	(1,035)	(1,035)
Additions	<u>8,583</u>	<u>8,583</u>
At 31 March 2025	<u>282,116</u>	<u>282,116</u>
Net book value		
At 31 March 2025	<u>282,116</u>	<u>282,116</u>
At 31 March 2024	<u>274,568</u>	<u>274,568</u>

13 Related party transactions

There were no related party transactions in the year.

14 Stock

	2025 £	2024 £
Stocks	<u>1,700</u>	<u>1,400</u>

15 Debtors

	2025 £	2024 £
Trade debtors	2,835	2,619
Prepayments	<u>12,736</u>	<u>12,165</u>
	<u>15,571</u>	<u>14,784</u>

Age Concern Sandwich Centre for the Retired

Notes to the Financial Statements for the Year Ended 31 March 2025

16 Creditors: amounts falling due within one year

	2025 £	2024 £
Trade creditors	1,623	2,020
Other taxation and social security	2,634	3,340
Other creditors	1,412	7,689
Accruals	141	141
	5,810	13,190

17 Members' liability

The charity is a private company limited by guarantee and consequently does not have share capital. Each of the members is liable to contribute an amount not exceeding £10 towards the assets of the charity in the event of liquidation.

18 Obligations under leases and hire purchase contracts

Operating lease commitments

Total future minimum lease payments under non-cancellable operating leases are as follows:

	2025 £	2024 £
Land and buildings		
Between one and five years	21,000	35,000
Other		
Between one and five years	9,698	4,368

19 Funds

	Balance at 1 April 2024 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2025 £
Unrestricted funds					
General	545,381	620,258	(587,123)	302,821	881,337
Designated	302,821	-	-	(302,821)	-
Total unrestricted funds	848,202	620,258	(587,123)	-	881,337
Restricted funds	112,337	50,563	(64,053)	-	98,847
Total funds	960,539	670,821	(651,176)	-	980,184

Age Concern Sandwich Centre for the Retired

Notes to the Financial Statements for the Year Ended 31 March 2025

	Balance at 1 April 2023 £	Incoming resources £	Resources expended £	Balance at 31 March 2024 £
Unrestricted funds				
General	447,386	603,654	(505,659)	545,381
Designated	<u>180,545</u>	<u>122,276</u>	<u>-</u>	<u>302,821</u>
Total unrestricted funds	627,931	725,930	(505,659)	848,202
Restricted funds	<u>145,786</u>	<u>15,315</u>	<u>(48,764)</u>	<u>112,337</u>
Total funds	<u><u>773,717</u></u>	<u><u>741,245</u></u>	<u><u>(554,423)</u></u>	<u><u>960,539</u></u>

The specific purposes for which the funds are to be applied are as follows:

Funds are held available for the ordinary purposes of the charity.

The company has two restricted funds:

- 1) To cover the costs of the building extension and modernisation.
- 2) To cover costs of respite work for dementia sufferers.

20 Analysis of net assets between funds

	Unrestricted funds General £	Restricted funds £	Total funds at 31 March 2025 £
Tangible fixed assets	385,743	89,966	475,709
Fixed asset investments	282,116	-	282,116
Current assets	219,288	8,881	228,169
Current liabilities	<u>(5,810)</u>	<u>-</u>	<u>(5,810)</u>
Total net assets	<u><u>881,337</u></u>	<u><u>98,847</u></u>	<u><u>980,184</u></u>

AGE CONCERN SANDWICH CENTRE FOR THE RETIRED

England & Wales - Charity number 1109346

Accounts

Company registration number: 04969814

Charity registration number: 1109346

Age Concern Sandwich Centre for the Retired

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2024

Batchelor Coop Ltd
Chartered Accountant
The New Barn
Mill Lane
Eastry
Sandwich
Kent
CT13 0JW

Age Concern Sandwich Centre for the Retired

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Age Concern Sandwich Centre for the Retired

Reference and Administrative Details

Trustees	J O Sneller Chairman FRICS P G Graeme M.B.E., J.P. P Harris J E Franklin L C Odonahue J Males
Secretary	P G Graeme M.B.E., J.P.
Charity Registration Number	1109346
Company Registration Number	04969814
Registered Office	The charity is incorporated in England and Wales. Sneller House 19-21 Cattle Market Sandwich CT13 9AP
Auditor	Batchelor Coop Ltd Chartered Accountant The New Barn Mill Lane Eastry Sandwich Kent CT13 0JW
Solicitors:	Stilwell and Singleton Potter Street Sandwich CT13 9DR
Bankers	HSBC 9 Rose Lane Canterbury Kent CT1 2JP

Age Concern Sandwich Centre for the Retired

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2024.

Objectives and activities

The objectives of Age Concern Sandwich Centre for the Retired remain unchanged and are to promote the welfare of the over 50s in Sandwich and the surrounding villages, and offer chiropody, hairdressing, curative therapy, talking therapy, bathing, hot meals, transport, Meals on Wheels, Befriending, Personal Independence Co-Ordinator and an advice service from the Day Centre. We also welcome people who just pop in for snacks and drinks. In addition, we offer a wide range of social activities both within the Centre such as Chair Yoga and scrabble clubs. The Chief Officers work closely with the Statutory Bodies such as Kent County Council, Dover District Council, Voluntary Organisations, General Practitioners, Carers and Families in the hope that no one is left in need.

Respite care for those living with a Dementia and their carers is offered through the Sunflower Centre. The Centre hopes to expand on this highly successful service.

The Day Centre is managed by Ben Garratt who is our Chief Officer. Ben manages the Day Centre Manager, Sunflower Centre Manager, staff and a team of volunteers who work to fulfill our aims.

All Staff work exceptionally well as a well organised team to provide probably the best Age Concern facilities in Kent.

We are also Friends of Age UK.

We have a current Health & Safety Policy and an up-to-date Fire Procedure. We have adopted an Equal Opportunities Policy. All policies have been thoroughly reviewed in the last year and are all up to date.

Public benefit

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Achievements and performance

Age Concern was set up in 1980 and since April 1st, 2004, the Centre has been operated by Age Concern Sandwich Centre for the Retired, a company limited by guarantee and has registered this company with the Charities Commission.

As stated in previous years we are unable to extend our facilities further due to the structural size of the premises. However we continue striving to maintain a comfortable, clean and welcoming Centre for our clients. All staff has received appropriate training in all aspects of their jobs and further training is planned.

Age Concern Sandwich Centre for the Retired runs two Charity Shops in Sandwich which are vital in financially supporting the Day Centre. The Charity Shops in Market Street and Cattle Market continue to make a great contribution to the Centre's finances.

Both the Day Centre and Charity Shops continue to rely heavily on the invaluable help given by our volunteers who work tirelessly for our cause. These volunteers are overseen by the Day Centre Chief Officer, and he has day to day responsibility for all matters relating to the Centre and Charity Shops.

None of our volunteers are expected to lift, bath or toilet any clients due to the fact that the majority are elderly people themselves. They do however work in our Hairdressing Salon, the Main Centre, the Tea Bar, Meals on Wheels, Befriending and Charity Shops.

Age Concern Sandwich Centre for the Retired

Trustees' Report

Financial review

Age Concern Sandwich Centre for the Retired has no longer has an annual grant from Kent County Council Social Services. The Trustees continue to review fully the finances of the Charity. Funds are raised from grant givers and Dover District Council have been generous with a one-off payments of £48,570 and £6,034 which have been assigned to fulfil the needs of the elderly of Sandwich and surrounding villages. In addition to these payments a legacy of £104,223 was received which will be utilised to refurbish the upper floor of the Centre as agreed by the Trustees.

The assets held by Age Concern Sandwich Centre for The Retired will continue to be used to carry out the Centre's objectives.

During the year income exceeded expenditure by £186,822 increasing the reserves brought forward of £773,717 to give cumulative reserves at 31 March 2024 of £960,539.

Policy on reserves

Our policy is to continue building up reserves to a level by means of annual operating surpluses and judicious management of our investment assets. There are plans for major capital investments and expenditure in the coming years.

Structure, governance and management

Recruitment and appointment of trustees

The centre has policies and procedures in place for recruiting and induction, and training of new Trustees.

Arrangements for setting key management personnel remuneration

Remuneration of staff at all levels is reviewed at least annually in accordance with policies set out and agreed by Trustees and in accordance with Government Legislation on Living Wage.

Organisational structure

In relation to the structure and administration of the Trust and the Company, there have been no changes since our report last year. The assets of the company are vested in company-registered number 4969814 named Age Concern Sandwich Centre for the Retired. The company is limited by guarantee and is registered as a charity number 1109346.

Modernization of the Centre

We continue to improve the existing Centre and make our facilities attractive not only to our existing clients but to the public in Sandwich in general. We have a rolling maintenance program and plan to generally improve the condition of the Centre to increase its popularity. The legacy mentioned earlier in this report will assist this.

Fund Accounting

The directors maintain a restricted fund to cover the running costs incurred in respect of the minibus. Appeal Funds raised will also become restricted funds

Risk Management

The Trustees examine the major risks that the Charity faces each financial year when preparing and updating the strategic plan. The Charity is developing systems to monitor and control these risks to mitigate any impact that they may have on the future of Age Concern Sandwich Centre for The Retired.

Age Concern Sandwich Centre for the Retired

Trustees' Report

Connected Charities

Age Concern Sandwich Centre for The Retired is an autonomous Charity. Our association with Age UK is purely in an advisory capacity.

Small companies provision statement

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

Statement of Responsibilities

The trustees (who are also the directors of Age Concern Sandwich Centre for the Retired 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), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

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 charitable company and of the incoming resources and application of resources, including its income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

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

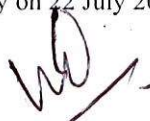
The trustees are responsible for keeping proper accounting records that can disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding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

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The annual report was approved by the trustees of the charity on 22 July 2024 and signed on its behalf by:



.....
J O Sneller Chairman FRICS
Trustee



.....
P G Graeme M.B.E., J.P.
Company Secretary

Age Concern Sandwich Centre for the Retired

Independent Examiner's Report to the trustees of Age Concern Sandwich Centre for the Retired ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2024.

Responsibilities and basis of report

As the charity's trustees of the Company (and also 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 Company 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 your charity's accounts as 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 Company'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 Batchelor Coop Ltd, 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 Age Concern Sandwich Centre for the Retired 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 [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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.



Graham Rennells
Independent Examiner
Chartered Accountant
Batchelor Coop Ltd
The New Barn
Mill Lane
Eastry
Sandwich
Kent
CT13 0JW

5 August 2024

Age Concern Sandwich Centre for the Retired

Statement of Financial Activities for the Year Ended 31 March 2024 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted £	Restricted £	Total 2024 £	Total 2023 £
Income and Endowments from:					
Donations and legacies	3	245,933	7,111	253,044	108,800
Charitable activities	4	450,388	8,204	458,592	400,663
Investment income	5	5,947	-	5,947	998
Total Income		<u>702,268</u>	<u>15,315</u>	<u>717,583</u>	<u>510,461</u>
Expenditure on:					
Charitable activities	6	(505,659)	(48,764)	(554,423)	(475,657)
Total Expenditure		<u>(505,659)</u>	<u>(48,764)</u>	<u>(554,423)</u>	<u>(475,657)</u>
Net income/(expenditure)		196,609	(33,449)	163,160	34,804
Other recognised gains and losses					
Gains/losses on investment assets		23,662	-	23,662	-
Net movement in funds		220,271	(33,449)	186,822	34,804
Reconciliation of funds					
Total funds brought forward		<u>627,931</u>	<u>145,786</u>	<u>773,717</u>	<u>738,913</u>
Total funds carried forward	19	<u>848,202</u>	<u>112,337</u>	<u>960,539</u>	<u>773,717</u>

The notes on pages 10 to 18 form an integral part of these financial statements.

Age Concern Sandwich Centre for the Retired

Statement of Financial Activities for the Year Ended 31 March 2024 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2023 £
Income and Endowments from:				
Donations and legacies	3	88,672	20,128	108,800
Charitable activities	4	400,663	-	400,663
Investment income	5	998	-	998
Total income		<u>490,333</u>	<u>20,128</u>	<u>510,461</u>
Expenditure on:				
Charitable activities	6	<u>(430,732)</u>	<u>(44,925)</u>	<u>(475,657)</u>
Total expenditure		<u>(430,732)</u>	<u>(44,925)</u>	<u>(475,657)</u>
Net income/(expenditure)		<u>59,601</u>	<u>(24,797)</u>	<u>34,804</u>
Net movement in funds		59,601	(24,797)	34,804
Reconciliation of funds				
Total funds brought forward		<u>568,330</u>	<u>170,583</u>	<u>738,913</u>
Total funds carried forward	19	<u><u>627,931</u></u>	<u><u>145,786</u></u>	<u><u>773,717</u></u>

All of the charity's activities derive from continuing operations during the above two periods.

The notes on pages 10 to 18 form an integral part of these financial statements.

Age Concern Sandwich Centre for the Retired

**(Registration number: 04969814)
Balance Sheet as at 31 March 2024**

	Note	2024 £	2023 £
Fixed assets			
Tangible assets	11	421,671	419,230
Investments	12	<u>274,568</u>	<u>-</u>
		<u>696,239</u>	<u>419,230</u>
Current assets			
Stocks	14	1,400	900
Debtors	15	14,784	11,711
Cash at bank and in hand		<u>261,306</u>	<u>345,773</u>
		277,490	358,384
Creditors: Amounts falling due within one year	16	<u>(13,190)</u>	<u>(3,897)</u>
Net current assets		<u>264,300</u>	<u>354,487</u>
Net assets		<u>960,539</u>	<u>773,717</u>
Funds of the charity:			
Restricted income funds			
Restricted funds		112,337	145,786
Unrestricted income funds			
Unrestricted funds		<u>848,202</u>	<u>627,931</u>
Total funds	19	<u>960,539</u>	<u>773,717</u>

The notes on pages 10 to 18 form an integral part of these financial statements.

Age Concern Sandwich Centre for the Retired

(Registration number: 04969814)
Balance Sheet as at 31 March 2024

For the financial year ending 31 March 2024 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

The financial statements on pages 6 to 18 were approved by the trustees, and authorised for issue on 22 July 2024 and signed on their behalf by:



.....
J O Sneller Chairman FRICS
Trustee



.....
P G Graeme M.B.E., J.P.
Trustee

The notes on pages 10 to 18 form an integral part of these financial statements.

Age Concern Sandwich Centre for the Retired

Notes to the Financial Statements for the Year Ended 31 March 2024

1 Charity status

The charity is limited by guarantee, incorporated in England and Wales, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £10 towards the assets of the charity in the event of liquidation.

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

The financial statements have been prepared in accordance with 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)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Basis of preparation

Age Concern Sandwich Centre for the Retired 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 notes.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Exemption from preparing a cash flow statement

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

Income and endowments

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 the income receivable can be measured reliably.

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Age Concern Sandwich Centre for the Retired

Notes to the Financial Statements for the Year Ended 31 March 2024

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Gift aid

Incoming resources from tax reclaims are included in the Statement of Financial Activities at the same time as the gift to which they relate.

Investment income

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £200.00 or more are initially recorded at cost.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Fixtures, fittings and equipment	25% on written down value

Age Concern Sandwich Centre for the Retired

Notes to the Financial Statements for the Year Ended 31 March 2024

Fixed asset investments

Fixed asset investments, other than programme related investments, are included at market value at the balance sheet date. Realised gains and losses on investments are calculated as the difference between sales proceeds and their market value at the start of the year, or their subsequent cost, and are charged or credited to the Statement of Financial Activities in the period of disposal.

Unrealised gains and losses represent the movement in market values during the year and are credited or charged to the Statement of Financial Activities based on the market value at the year end.

Stock

Stock is valued at the lower of cost and estimated selling price less costs to complete and sell, after due regard for obsolete and slow moving stocks. Cost is determined using the first-in, first-out (FIFO).

Debtors

Debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Designated funds are unrestricted funds set aside for specific purposes at the discretion of the trustees.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Age Concern Sandwich Centre for the Retired

Notes to the Financial Statements for the Year Ended 31 March 2024

3 Income from donations and legacies

	Unrestricted			Total 2024 £	Total 2023 £
	Designated £	General £	Restricted £		
Grants, including capital grants;					
Grants received	-	123,657	-	123,657	88,008
General donations, gifts and legacies	<u>122,276</u>	<u>-</u>	<u>7,111</u>	<u>129,387</u>	<u>20,792</u>
	<u>122,276</u>	<u>123,657</u>	<u>7,111</u>	<u>253,044</u>	<u>108,800</u>

4 Income from charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2024 £	Total 2023 £
	Sales of donated goods	157,917		
Services and activities	<u>292,471</u>	<u>8,204</u>	<u>300,675</u>	<u>282,511</u>
	<u>450,388</u>	<u>8,204</u>	<u>458,592</u>	<u>400,663</u>

5 Investment income

	Unrestricted funds General £	Total 2024 £	Total 2023 £
Interest receivable and similar income;			
Interest receivable on bank deposits	5,245	5,245	998
Other income from fixed asset investments	<u>702</u>	<u>702</u>	<u>-</u>
	<u>5,947</u>	<u>5,947</u>	<u>998</u>

6 Expenditure on charitable activities

	Charitable activities £	Management and administration £	Total 2024 £	Total 2023 £
Expenditure (meals)	62,041	-		
Centre services and activities	4,962	-	4,962	4,669
Carer and ancillary staff salaries	283,998	-	283,998	259,313
Rent and rates	27,202	-	27,202	26,524

Age Concern Sandwich Centre for the Retired

Notes to the Financial Statements for the Year Ended 31 March 2024

	Charitable activities £	Management and administration £	Total 2024 £	Total 2023 £
Light, heat and power	23,096	-	23,096	8,932
Repairs and maintenance	11,307	-	11,307	14,654
Depreciation	5,021	-	5,021	4,186
Insurance	8,157	-	8,157	6,961
Telephone and fax	1,944	-	1,944	1,754
Stationery and advertising	9,926	-	9,926	3,271
Legal and professional fees	10,007	-	10,007	14,651
Administration staff salaries	-	71,008	71,008	54,185
Computer software and maintenance costs	-	6,039	6,039	7,052
Equipment rental	-	1,614	1,614	1,367
Sundry expenses	-	3,224	3,224	5,373
Cleaning	-	9,646	9,646	5,358
Transport expenses	-	5,072	5,072	2,511
Accountancy and independent examiner	-	5,507	5,507	4,770
Bank Charges	-	4,600	4,600	2,979
PAYE interest	-	52	52	3
	<u>447,661</u>	<u>106,762</u>	<u>554,423</u>	<u>475,657</u>

£505,659 (2023 - £430,732) of the above expenditure was attributable to unrestricted funds and £48,764 (2023 - £44,925) to restricted funds.

7 Net incoming/outgoing resources

Net incoming resources for the year include:

	2024 £	2023 £
Depreciation of fixed assets	<u>5,021</u>	<u>4,186</u>

8 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

9 Staff costs

The aggregate payroll costs were as follows:

The monthly average number of persons (including senior management / leadership team) employed by the charity during the year expressed as full time equivalents was as follows:

Age Concern Sandwich Centre for the Retired

Notes to the Financial Statements for the Year Ended 31 March 2024

	2024 No	2023 No
Charitable activities	14	14
Management and administration	3	3
	17	17

No employee received emoluments of more than £60,000 during the year.

During the year the charity made the following transactions with key management personnel:

Wages and salaries

The Wages and salaries received remuneration of £355,006 (2023: £313,497)

Wages and salaries are made up from £337,237 (2023 £299,316) gross wages, £13,156 (2023 £10,585) employer's national insurance and £4,613 (2023 £3,596) employer's pension contribution.

10 Taxation

The charity is a registered charity and is therefore exempt from taxation.

11 Tangible fixed assets

	Freehold property and improvements £	Fixtures, fittings and equipment £	Total £
Cost			
At 1 April 2023	406,762	67,949	474,711
Additions	-	7,462	7,462
At 31 March 2024	406,762	75,411	482,173
Depreciation			
At 1 April 2023	-	55,481	55,481
Charge for the year	-	5,021	5,021
At 31 March 2024	-	60,502	60,502
Net book value			
At 31 March 2024	406,762	14,909	421,671
At 31 March 2023	406,762	12,468	419,230

12 Fixed asset investments

	2024 £
Other investments	274,568

Age Concern Sandwich Centre for the Retired

Notes to the Financial Statements for the Year Ended 31 March 2024

Other investments

	Listed investments £	Total £
Cost or Valuation		
Revaluation	23,662	23,662
Additions	250,906	250,906
At 31 March 2024	274,568	274,568
Net book value		
At 31 March 2024	274,568	274,568

13 Related party transactions

14 Stock

	2024 £	2023 £
Stocks	1,400	900

15 Debtors

	2024 £	2023 £
Trade debtors	2,619	-
Prepayments	12,165	11,711
	14,784	11,711

16 Creditors: amounts falling due within one year

	2024 £	2023 £
Trade creditors	2,020	-
Other taxation and social security	3,340	2,390
Other creditors	7,689	1,366
Accruals	141	141
	13,190	3,897

17 Members' liability

The charity is a private company limited by guarantee and consequently does not have share capital. Each of the members is liable to contribute an amount not exceeding £10 towards the assets of the charity in the event of liquidation.

Age Concern Sandwich Centre for the Retired

Notes to the Financial Statements for the Year Ended 31 March 2024

18 Obligations under leases and hire purchase contracts

Operating lease commitments

Total future minimum lease payments under non-cancellable operating leases are as follows:

	2024 £	2023 £
Land and buildings		
Between one and five years	<u>49,000</u>	<u>63,000</u>
Other		
Within one year	-	638
Between one and five years	<u>4,368</u>	<u>5,616</u>
	<u>4,368</u>	<u>6,254</u>

19 Funds

	Balance at 1 April 2023 £	Incoming resources £	Resources expended £	Balance at 31 March 2024 £
Unrestricted funds				
General	447,386	603,654	(505,659)	545,381
Designated	<u>180,545</u>	<u>122,276</u>	<u>-</u>	<u>302,821</u>
Total unrestricted funds	627,931	725,930	(505,659)	848,202
Restricted funds	<u>145,786</u>	<u>15,315</u>	<u>(48,764)</u>	<u>112,337</u>
Total funds	<u>773,717</u>	<u>741,245</u>	<u>(554,423)</u>	<u>960,539</u>
	Balance at 1 April 2022 £	Incoming resources £	Resources expended £	Balance at 31 March 2023 £
Unrestricted funds				
General	391,782	486,336	(430,732)	447,386
Designated	<u>176,548</u>	<u>3,997</u>	<u>-</u>	<u>180,545</u>
Total unrestricted funds	568,330	490,333	(430,732)	627,931
Restricted funds	<u>170,583</u>	<u>20,128</u>	<u>(44,925)</u>	<u>145,786</u>
Total funds	<u>738,913</u>	<u>510,461</u>	<u>(475,657)</u>	<u>773,717</u>

Age Concern Sandwich Centre for the Retired

Notes to the Financial Statements for the Year Ended 31 March 2024

The specific purposes for which the funds are to be applied are as follows:

Funds are held available for the ordinary purposes of the charity.

The company has two restricted fund:

- 1) To cover the costs of the building extension and modernisation.
- 2) To cover costs of respite work for dementia sufferers.

20 Analysis of net assets between funds

	Unrestricted funds General £	Restricted funds £	Total funds at 31 March 2024 £
Tangible fixed assets	341,003	80,668	421,671
Fixed asset investments	274,568	-	274,568
Current assets	245,821	31,669	277,490
Current liabilities	(13,190)	-	(13,190)
Total net assets	<u>848,202</u>	<u>112,337</u>	<u>960,539</u>

AGE CONCERN SANDWICH CENTRE FOR THE RETIRED

England & Wales - Charity number 1109346

Accounts

Company registration number: 04969814

Charity registration number: 1109346

Age Concern Sandwich Centre for the Retired

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2023

Batchelor Coop Ltd
Chartered Accountant
The New Barn
Mill Lane
Eastry
Sandwich
Kent
CT13 0JW

Age Concern Sandwich Centre for the Retired

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Age Concern Sandwich Centre for the Retired

Reference and Administrative Details

Trustees	J O Sneller Frics Chairman P G Graeme P Harris J E Franklin L C Odonahue J Males
Secretary	P G Graeme
Charity Registration Number	1109346
Company Registration Number	04969814
Registered Office	The charity is incorporated in England and Wales. Sneller House 19-21 Cattle Market Sandwich CT13 9AP
Auditor	Batchelor Coop Ltd Chartered Accountant The New Barn Mill Lane Eastry Sandwich Kent CT13 0JW
Solicitors:	Stilwell and Singleton Potter Street Sandwich CT13 9DR
Bankers	HSBC 9 Rose Lane Canterbury Kent CT1 2JP

Age Concern Sandwich Centre for the Retired

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2023.

Objectives and activities

The objectives of Age Concern Sandwich Centre for the Retired remain unchanged and are to promote the welfare of the over 50s in Sandwich and the surrounding villages, and offer chiropody, hairdressing, curative therapy, talking therapy, bathing, hot meals, transport, Meals on Wheels, Befriending, Personal Independence Co-Ordinator and an advice service from the Day Centre. We also welcome people who just pop in for snacks and drinks. In addition, we offer a wide range of social activities both within the Centre such as Chair Yoga and scrabble clubs. The Chief Officers work closely with the Statutory Bodies, Voluntary Organizations, General Practitioners, Carers and Families in the hope that no one is left in need.

Respite care for those living with a Dementia and their carers is offered through the Sunflower Centre. The Centre hopes to expand on this highly successful service.

The Day Centre is managed by Ben Garratt who is our Chief Officer. Ben manages the Day Centre Manager, Sunflower Centre Manager, staff and a team of volunteers who work to fulfill our aims.

All Staff work exceptionally well as a well organised team to provide probably the best Age Concern facilities in Kent.

We are also Friends of Age UK.

As a condition of our Grant, we work to a Service Level Agreement set down by Kent County Council, Social Services Department. Our funds are accessed through SEK in addition to this in the last year we have accessed many grants and Government support which was on offer. We have a current Health & Safety Policy and an up to date Fire Procedure. We have adopted an Equal Opportunities Policy. All policies have been thoroughly reviewed in the last year and are all up to date.

Public benefit

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Achievements and performance

Since April 1st 2004 the Centre has been operated by Age Concern Sandwich Centre for the Retired, a company limited by guarantee and has registered this company with the Charities Commission.

As stated in previous years we are unable to extend our facilities further due to the structural size of the premises. However we continue striving to maintain a comfortable, clean and welcoming Centre for our clients. All staff has received appropriate training in all aspects of their jobs and further training is planned.

Age Concern Sandwich Centre for the Retired runs two Charity Shops in Sandwich which are vital in financially supporting the Day Centre. The Charity Shops in Market Street and Cattle Market continue to make a great contribution to the Centre's finances although they both were closed during the pandemic.

Both the Day Centre and Charity Shops continue to rely heavily on the invaluable help given by our volunteers who work tirelessly for our cause. These volunteers are overseen by the Day Centre Chief Officers and Head of Retail who have day to day responsibility for all matters relating to the Centre and Charity Shops.

None of our volunteers are expected to lift, bath or toilet any clients due to the fact that the majority are elderly people themselves. They do however work in our Hairdressing Salon, the Main Centre, the Tea Bar, Meals on Wheels, Befriending and Charity Shops.

Age Concern Sandwich Centre for the Retired

Trustees' Report

Financial review

Age Concern Sandwich Centre for the Retired has no annual grant from Kent County Council Social Services. The Trustees continue to review fully the finances of the Charity. Funds are raised from grant givers and Dover District Council have been generous with a one-off payment of £80,000 which has been assigned.

The assets held by Age Concern Sandwich Centre for The Retired will continue to be used to carry out the Centre's objectives.

During the year income exceeded expenditure by £34,804 increasing the reserves brought forward of £738,913 to give cumulative reserves at 31 March 2023 of £773,717.

Policy on reserves

Our policy is to continue building up reserves to a level by means of annual operating surpluses and judicious management of our investment assets. There are plans for major capital investments and expenditure in the coming year. A Business Plan is being drawn up by our new Chief Officer who commenced employment on 17th March 2023.

Structure, governance and management

Recruitment and appointment of trustees

The centre has policies and procedures in place for recruiting and induction, and training of new Trustees.

Arrangements for setting key management personnel remuneration

Remuneration of staff at all levels is reviewed at least annually in accordance with policies set out and agreed by Trustees.

Organisational structure

In relation to the structure and administration of the Trust and the Company, there have been no changes since our report last year. The assets of the company are vested in company-registered number 4969814 named Age Concern Sandwich Centre for the Retired. The company is limited by guarantee and is registered as a charity number 1109346.

Modernization of the Centre

We continue to improve the existing Centre and make our facilities attractive not only to our existing clients but to the public in Sandwich in general. We have a rolling maintenance program and plan to generally improve the condition of the Centre to increase its popularity.

Fund Accounting

The directors maintain a restricted fund to cover the running costs incurred in respect of the minibus. Appeal Funds raised will also become restricted funds

Risk Management

The Trustees examine the major risks that the Charity faces each financial year when preparing and updating the strategic plan. The Charity is developing systems to monitor and control these risks to mitigate any impact that they may have on the future of Age Concern Sandwich Centre for The Retired.

Age Concern Sandwich Centre for the Retired

Trustees' Report

Connected Charities

Age Concern Sandwich Centre for The Retired is an autonomous Charity. Our association with Age UK is purely in an advisory capacity.

Small companies provision statement

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

Statement of Responsibilities

The trustees (who are also the directors of Age Concern Sandwich Centre for the Retired 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), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

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 charitable company and of the incoming resources and application of resources, including its income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

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


The trustees are responsible for keeping proper accounting records that can disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The annual report was approved by the trustees of the charity on 16 October 2023 and signed on its behalf by:



J O Sneller Fries Chairman
Trustee



P G Graeme
Company Secretary

Age Concern Sandwich Centre for the Retired

Independent Examiner's Report to the trustees of Age Concern Sandwich Centre for the Retired ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2023.

Responsibilities and basis of report

As the charity's trustees of the Company (and also 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 Company 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 your charity's accounts as 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 Company'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 Batchelor Coop Ltd, 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 Age Concern Sandwich Centre for the Retired 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 [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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.



Graham Rennells
Independent Examiner
Chartered Accountant
Batchelor Coop Ltd
The New Barn
Mill Lane
Eastry
Sandwich
Kent
CT13 0JW

17 October 2023

Age Concern Sandwich Centre for the Retired

Statement of Financial Activities for the Year Ended 31 March 2023 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted £	Restricted £	Total 2023 £	Total 2022 £
Income and Endowments from:					
Donations and legacies	3	88,672	20,128	108,800	187,336
Charitable activities	4	400,663	-	400,663	253,600
Investment income	5	998	-	998	22
Total Income		<u>490,333</u>	<u>20,128</u>	<u>510,461</u>	<u>440,958</u>
Expenditure on:					
Charitable activities	6	(430,732)	(44,925)	(475,657)	(366,615)
Total Expenditure		<u>(430,732)</u>	<u>(44,925)</u>	<u>(475,657)</u>	<u>(366,615)</u>
Net income/(expenditure)		<u>59,601</u>	<u>(24,797)</u>	<u>34,804</u>	<u>74,343</u>
Net movement in funds		59,601	(24,797)	34,804	74,343
Reconciliation of funds					
Total funds brought forward		<u>568,330</u>	<u>170,583</u>	<u>738,913</u>	<u>664,570</u>
Total funds carried forward	17	<u>627,931</u>	<u>145,786</u>	<u>773,717</u>	<u>738,913</u>

	Note	Unrestricted funds £	Restricted funds £	Total 2022 £
Income and Endowments from:				
Donations and legacies	3	158,123	29,213	187,336
Charitable activities	4	253,423	177	253,600
Investment income	5	22	-	22
Total income		<u>411,568</u>	<u>29,390</u>	<u>440,958</u>
Expenditure on:				
Charitable activities	6	(322,786)	(43,829)	(366,615)
Total expenditure		<u>(322,786)</u>	<u>(43,829)</u>	<u>(366,615)</u>
Net income/(expenditure)		<u>88,782</u>	<u>(14,439)</u>	<u>74,343</u>
Net movement in funds		88,782	(14,439)	74,343
Reconciliation of funds				
Total funds brought forward		<u>479,548</u>	<u>185,022</u>	<u>664,570</u>
Total funds carried forward	17	<u>568,330</u>	<u>170,583</u>	<u>738,913</u>

All of the charity's activities derive from continuing operations during the above two periods.

The notes on pages 9 to 16 form an integral part of these financial statements.

Age Concern Sandwich Centre for the Retired

(Registration number: 04969814)
Balance Sheet as at 31 March 2023

	Note	2023 £	2022 £
Fixed assets			
Tangible assets	11	419,230	418,375
Current assets			
Stocks	12	900	800
Debtors	13	11,711	5,015
Cash at bank and in hand		<u>345,773</u>	<u>331,894</u>
		358,384	337,709
Creditors: Amounts falling due within one year	14	<u>(3,897)</u>	<u>(17,171)</u>
Net current assets		<u>354,487</u>	<u>320,538</u>
Net assets		<u>773,717</u>	<u>738,913</u>
Funds of the charity:			
Restricted income funds			
Restricted funds		145,786	170,583
Unrestricted income funds			
Unrestricted funds		<u>627,931</u>	<u>568,330</u>
Total funds	17	<u>773,717</u>	<u>738,913</u>

The notes on pages 9 to 16 form an integral part of these financial statements.

Age Concern Sandwich Centre for the Retired

(Registration number: 04969814)
Balance Sheet as at 31 March 2023

For the financial year ending 31 March 2023 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

The financial statements on pages 6 to 16 were approved by the trustees, and authorised for issue on 16 October 2023 and signed on their behalf by:



.....
J O Sneller Fries Chairman
Trustee



.....
P G Graeme
Trustee

The notes on pages 9 to 16 form an integral part of these financial statements.

Age Concern Sandwich Centre for the Retired

Notes to the Financial Statements for the Year Ended 31 March 2023

1 Charity status

The charity is limited by guarantee, incorporated in England and Wales, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £10 towards the assets of the charity in the event of liquidation.

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

The financial statements have been prepared in accordance with 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)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Basis of preparation

Age Concern Sandwich Centre for the Retired 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 notes.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Exemption from preparing a cash flow statement

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

Income and endowments

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 the income receivable can be measured reliably.

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Age Concern Sandwich Centre for the Retired

Notes to the Financial Statements for the Year Ended 31 March 2023

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Gift aid

Incoming resources from tax reclaims are included in the Statement of Financial Activities at the same time as the gift to which they relate.

Investment income

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £200.00 or more are initially recorded at cost.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Fixtures, fittings and equipment	25% on written down value

Age Concern Sandwich Centre for the Retired

Notes to the Financial Statements for the Year Ended 31 March 2023

Stock

Stock is valued at the lower of cost and estimated selling price less costs to complete and sell, after due regard for obsolete and slow moving stocks. Cost is determined using the first-in, first-out (FIFO).

Debtors

Debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Designated funds are unrestricted funds set aside for specific purposes at the discretion of the trustees.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

3 Income from donations and legacies

	Unrestricted			Total	Total
	Designated	General	Restricted	2023	2022
	£	£	£	£	£
Grants, including capital grants;					
Grants received	-	84,675	3,333	88,008	153,274
General donations, gifts and legacies	3,997	-	16,795	20,792	34,062
	<u>3,997</u>	<u>84,675</u>	<u>20,128</u>	<u>108,800</u>	<u>187,336</u>

Age Concern Sandwich Centre for the Retired

Notes to the Financial Statements for the Year Ended 31 March 2023

4 Income from charitable activities

	Unrestricted funds General £	Total 2023 £	Total 2022 £
Sales of donated goods	118,152	118,152	115,754
Services and activities	282,511	282,511	137,846
	400,663	400,663	253,600

5 Investment income

	Unrestricted funds General £	Total 2023 £	Total 2022 £
Interest receivable and similar income;			
Interest receivable on bank deposits	998	998	22
	998	998	22

6 Expenditure on charitable activities

	Charitable activities £	Management and administration £	Total 2023 £	Total 2022 £
Expenditure (meals)	47,144	-	47,144	32,745
Centre services and activities	4,669	-	4,669	3,107
Carer and ancillary staff salaries	259,313	-	259,313	187,136
Rent and rates	26,524	-	26,524	24,055
Light, heat and power	8,932	-	8,932	8,995
Repairs and maintenance	14,654	-	14,654	10,984
Depreciation	4,186	-	4,186	3,878
Insurance	6,961	-	6,961	8,267
Telephone and fax	1,754	-	1,754	1,306
Stationery and advertising	3,271	-	3,271	2,920
Legal and professional fees	14,651	-	14,651	6,178
(Profit)/loss on sale of tangible fixed assets held for charity's own use	-	-	-	918
Administration staff salaries	-	54,185	54,185	47,353
HealthSure	-	-	-	113
Staff training	-	-	-	47
Computer software and maintenance costs	-	7,052	7,052	4,938

Age Concern Sandwich Centre for the Retired

Notes to the Financial Statements for the Year Ended 31 March 2023

	Charitable activities £	Management and adminstration £	Total 2023 £	Total 2022 £
Equipment rental	-	1,367	1,367	3,261
Sundry expenses	-	5,373	5,373	4,514
Cleaning	-	5,358	5,358	8,157
Transport expenses	-	2,511	2,511	779
Accountancy and independent examiner	-	4,770	4,770	5,749
Bank Charges	-	2,979	2,979	1,415
PAYE interest	-	3	3	-
	<u>392,059</u>	<u>83,598</u>	<u>475,657</u>	<u>366,815</u>

£430,732 (2022 - £322,786) of the above expenditure was attributable to unrestricted funds and £44,925 (2022 - £43,829) to restricted funds.

7 Net incoming/outgoing resources

Net incoming resources for the year include:

	2023 £	2022 £
Depreciation of fixed assets	<u>4,186</u>	<u>3,878</u>

8 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

9 Staff costs

The aggregate payroll costs were as follows:

The monthly average number of persons (including senior management / leadership team) employed by the charity during the year expressed as full time equivalents was as follows:

	2023 No	2022 No
Charitable activities	14	11
Management and adminstration	<u>3</u>	<u>3</u>
	<u>17</u>	<u>14</u>

No employee received emoluments of more than £60,000 during the year.

Age Concern Sandwich Centre for the Retired

Notes to the Financial Statements for the Year Ended 31 March 2023

During the year the charity made the following transactions with key management personnel:

Wages and salaries

The Wages and salaries received remuneration of £313,497 (2022: £234,441)

Wages and salaries are made up from £299,316 (2022 £224,489) gross wages, £10,585 (2022 £7,774) employer's national insurance and £3,596 (2022 £2,082) employer's pension contribution.

10 Taxation

The charity is a registered charity and is therefore exempt from taxation.

11 Tangible fixed assets

	Freehold property and improvements £	Fixtures, fittings and equipment £	Total £
Cost			
At 1 April 2022	406,762	62,908	469,670
Additions	-	5,041	5,041
At 31 March 2023	406,762	67,949	474,711
Depreciation			
At 1 April 2022	-	51,295	51,295
Charge for the year	-	4,186	4,186
At 31 March 2023	-	55,481	55,481
Net book value			
At 31 March 2023	406,762	12,468	419,230
At 31 March 2022	406,762	11,613	418,375

12 Stock

	2023 £	2022 £
Stocks	900	800

13 Debtors

	2023 £	2022 £
Prepayments	11,711	5,015

Age Concern Sandwich Centre for the Retired

Notes to the Financial Statements for the Year Ended 31 March 2023

14 Creditors: amounts falling due within one year

	2023 £	2022 £
Other taxation and social security	2,390	2,642
Other creditors	1,366	10,794
Accruals	141	3,735
	3,897	17,171

15 Members' liability

The charity is a private company limited by guarantee and consequently does not have share capital. Each of the members is liable to contribute an amount not exceeding £10 towards the assets of the charity in the event of liquidation.

16 Obligations under leases and hire purchase contracts

Operating lease commitments

Total future minimum lease payments under non-cancellable operating leases are as follows:

	2023 £	2022 £
Land and buildings		
Between one and five years	63,000	-
Other		
Within one year	638	1,705
Between one and five years	5,616	-
	6,254	1,705

17 Funds

	Balance at 1 April 2022 £	Incoming resources £	Resources expended £	Balance at 31 March 2023 £
Unrestricted funds				
General	391,782	486,336	(430,732)	447,386
Designated	176,548	3,997	-	180,545
Total unrestricted funds	568,330	490,333	(430,732)	627,931
Restricted funds	170,583	20,128	(44,925)	145,786
Total funds	738,913	510,461	(475,657)	773,717

Age Concern Sandwich Centre for the Retired

Notes to the Financial Statements for the Year Ended 31 March 2023

	Balance at 1 April 2021 £	Incoming resources £	Resources expended £	Balance at 31 March 2022 £
Unrestricted funds				
General	307,849	406,719	(322,786)	391,782
Designated	171,699	4,849	-	176,548
Total unrestricted funds	479,548	411,568	(322,786)	568,330
Restricted funds	185,022	29,390	(43,829)	170,583
Total funds	664,570	440,958	(366,615)	738,913

The specific purposes for which the funds are to be applied are as follows:

Funds are held available for the ordinary purposes of the charity.

The company has two restricted fund:

- 1) To cover the costs of the building extension and modernisation.
- 2) To cover costs of respite work for dementia sufferers.

18 Analysis of net assets between funds

	Unrestricted funds General £	Restricted funds £	Total funds at 31 March 2023 £
Tangible fixed assets	291,582	127,648	419,230
Current assets	340,246	18,138	358,384
Current liabilities	(3,897)	-	(3,897)
Total net assets	627,931	145,786	773,717

AGE CONCERN SANDWICH CENTRE FOR THE RETIRED

England & Wales - Charity number 1109346

Accounts

Company registration number: 04969814

Charity registration number: 1109346

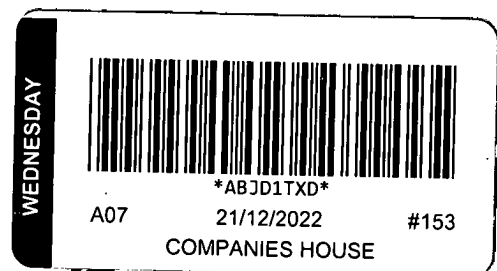
Age Concern Sandwich Centre for the Retired

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2022

Batchelor Coop Ltd
Chartered Accountant
The New Barn
Mill Lane
Eastry
Sandwich
Kent
CT13 0JW



Age Concern Sandwich Centre for the Retired

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Age Concern Sandwich Centre for the Retired

Reference and Administrative Details

Trustees	J O Sneller Frics Chairman P G Graeme P Harris J E Franklin L C Odonahue J Males
Secretary	P G Graeme
Charity Registration Number	1109346
Company Registration Number	04969814
Registered Office	The charity is incorporated in England and Wales. Sneller House 19-21 Cattle Market Sandwich CT13 9AP
Auditor	Batchelor Coop Ltd Chartered Accountant The New Barn Mill Lane Eastry Sandwich Kent CT13 0JW
Solicitors:	Stilwell and Singleton Potter Street Sandwich CT13 9DR
Bankers	HSBC 9 Rose Lane Canterbury Kent CT1 2JP

Age Concern Sandwich Centre for the Retired

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2022.

Objectives and activities

The objectives of Age Concern Sandwich Centre for the Retired remain unchanged and are to promote the welfare of the over 50s in Sandwich and the surrounding villages, and offer chiropody, hairdressing, curative therapy, talking therapy, bathing, hot meals, transport, Meals on Wheels, Befriending, Personal Independence Co-Ordinator and an advice service from the Day Centre. We also welcome people who just pop in for snacks and drinks. In addition, we offer a wide range of social activities both within the Centre such as Chair Yoga and scrabble clubs. The Chief Officers work closely with the Statutory Bodies, Voluntary Organizations, General Practitioners, Carers and Families in the hope that no one is left in need.

However, for the majority of the last year, during the devastating Covid Pandemic, effectively the Centre has been closed until July 2021 but continued to operate a Meals on Wheels Service, Befriending, Service, Prescription and Shopping services in accordance with Government Covid guidelines until that time.

Respite care for those living with a Dementia and their carers is offered through the Sunflower Centre. This too was closed for most of the year due to the pandemic, although demand is consistent. The Centre hopes to expand on this highly successful service although this has been very limited to telephone contact and other contact within Covid guidelines during the lockdown periods.

The Day Centre is managed by Janet Baker who is our Chief Officer. Janet manages the Day Centre Manager, Sunflower Centre Manager, staff and a team of volunteers who work to fulfill our aims.

All Staff work exceptionally well as a well organised team to provide probably the best Age Concern facilities in Kent.

We are also Friends of Age UK.

As a condition of our Grant, we work to a Service Level Agreement set down by Kent County Council, Social Services Department. Our funds are accessed through SEK in addition to this in the last year we have accessed many grants and Government support which was on offer. We have a current Health & Safety Policy and an up to date Fire Procedure. We have adopted an Equal Opportunities Policy. All policies have been thoroughly reviewed in the last year and are all up to date.

Public benefit

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Age Concern Sandwich Centre for the Retired

Trustees' Report

Achievements and performance

Since April 1st 2004 the Centre has been operated by Age Concern Sandwich Centre for the Retired, a company limited by guarantee and has registered this company with the Charities Commission.

As stated in previous years we are unable to extend our facilities further due to the structural size of the premises. However we continue striving to maintain a comfortable, clean and welcoming Centre for our clients. All staff has received appropriate training in all aspects of their jobs and further training is planned.

Age Concern Sandwich Centre for the Retired runs two Charity Shops in Sandwich which are vital in financially supporting the Day Centre. The Charity Shops in Market Street and Cattle Market continue to make a great contribution to the Centre's finances although they both were closed during the pandemic.

Both the Day Centre and Charity Shops continue to rely heavily on the invaluable help given by our volunteers who work tirelessly for our cause. These volunteers are overseen by the Day Centre Chief Officers and Head of Retail who have day to day responsibility for all matters relating to the Centre and Charity Shops.

None of our volunteers are expected to lift, bath or toilet any clients due to the fact that the majority are elderly people themselves. They do however work in our Hairdressing Salon, the Main Centre, the Tea Bar, Meals on Wheels, Befriending and Charity Shops.

Financial review

Age Concern Sandwich Centre for The Retired has an annual grant from Kent County Council Social Services. The Trustees continue to review fully the finances of the Charity.

The assets held by Age Concern Sandwich Centre for The Retired will continue to be used to carry out the Centre's objectives.

During the year income exceeded expenditure by £74,343 increasing the reserves brought forward of £664,570 to give cumulative reserves at 31 March 2022 of £738,913.

Policy on reserves

Our policy is to continue building up reserves to a level by means of annual operating surpluses and judicious management of our investment assets. There are no plans for any major capital investments or expenditure in the coming year.

Structure, governance and management

Recruitment and appointment of trustees

The centre has policies and procedures in place for recruiting and induction, and training of new Trustees.

Arrangements for setting key management personnel remuneration

Remuneration of staff at all levels is reviewed at least annually in accordance with policies set out and agreed by Trustees.

Organisational structure

In relation to the structure and administration of the Trust and the Company, there have been no changes since our report last year. The assets of the company are vested in company-registered number 4969814 named Age Concern Sandwich Centre for the Retired. The company is limited by guarantee and is registered as a charity number 1109346.

Age Concern Sandwich Centre for the Retired

Trustees' Report

Modernization of the Centre

We continue to improve the existing Centre and make our facilities attractive not only to our existing clients but to the public in Sandwich in general. We have a rolling maintenance program and plan to generally improve the condition of the Centre to increase its popularity.

Fund Accounting

The directors maintain a restricted fund to cover the running costs incurred in respect of the minibus. Appeal Funds raised will also become restricted funds

Risk Management

The Trustees examine the major risks that the Charity faces each financial year when preparing and updating the strategic plan. The Charity is developing systems to monitor and control these risks to mitigate any impact that they may have on the future of Age Concern Sandwich Centre for The Retired.

Connected Charities

Age Concern Sandwich Centre for The Retired is an autonomous Charity. Our association with Age UK is purely in an advisory capacity.

Small companies provision statement

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

Statement of Trustees' Responsibilities

The trustees (who are also the directors of Age Concern Sandwich Centre for the Retired for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

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

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

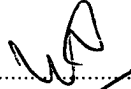
Age Concern Sandwich Centre for the Retired

Trustees' Report

The annual report was approved by the trustees of the charity on 17 November 2022 and signed on its behalf by:



J O Sneller Frics Chairman
Trustee



P G Graeme
Company Secretary

Age Concern Sandwich Centre for the Retired

Independent Examiner's Report to the trustees of Age Concern Sandwich Centre for the Retired

I report on the accounts of the charity for the year ended 31 March 2022 which are set out on pages 7 to 17 .

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company 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 needed. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of Batchelor Coop Ltd.

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 particular 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 charity 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 section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 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.

.....
Graham Rennells
Independent Examiner
Chartered Accountant
Batchelor Coop Ltd

The New Barn
Mill Lane
Eastry
Sandwich
Kent
CT13 0JW

18 November 2022

Age Concern Sandwich Centre for the Retired

**Statement of Financial Activities for the Year Ended 31 March 2022
(Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)**

	Note	Unrestricted £	Restricted £	Total 2022 £	Total 2021 £
Income and Endowments from:					
Donations and legacies	3	158,123	29,213	187,336	407,098
Charitable activities	4	253,423	177	253,600	111,439
Investment income	5	22	-	22	49
Total Income		<u>411,568</u>	<u>29,390</u>	<u>440,958</u>	<u>518,586</u>
Expenditure on:					
Charitable activities	6	(322,786)	(43,829)	(366,615)	(341,617)
Total Expenditure		<u>(322,786)</u>	<u>(43,829)</u>	<u>(366,615)</u>	<u>(341,617)</u>
Net income/(expenditure)		<u>88,782</u>	<u>(14,439)</u>	<u>74,343</u>	<u>176,969</u>
Net movement in funds		88,782	(14,439)	74,343	176,969
Reconciliation of funds					
Total funds brought forward		<u>479,548</u>	<u>185,022</u>	<u>664,570</u>	<u>487,601</u>
Total funds carried forward	17	<u><u>568,330</u></u>	<u><u>170,583</u></u>	<u><u>738,913</u></u>	<u><u>664,570</u></u>

	Note	Unrestricted funds £	Restricted funds £	Total 2021 £
Income and Endowments from:				
Donations and legacies	3	356,609	50,489	407,098
Charitable activities	4	110,497	942	111,439
Investment income	5	49	-	49
Total income		<u>467,155</u>	<u>51,431</u>	<u>518,586</u>
Expenditure on:				
Charitable activities	6	(297,354)	(44,263)	(341,617)
Total expenditure		<u>(297,354)</u>	<u>(44,263)</u>	<u>(341,617)</u>
Net income		<u>169,801</u>	<u>7,168</u>	<u>176,969</u>
Net movement in funds		169,801	7,168	176,969
Reconciliation of funds				
Total funds brought forward		<u>309,747</u>	<u>177,854</u>	<u>487,601</u>
Total funds carried forward	17	<u><u>479,548</u></u>	<u><u>185,022</u></u>	<u><u>664,570</u></u>

All of the charity's activities derive from continuing operations during the above two periods.

The notes on pages 10 to 17 form an integral part of these financial statements.

Age Concern Sandwich Centre for the Retired

(Registration number: 04969814)
Balance Sheet as at 31 March 2022

	Note	2022 £	2021 £
Fixed assets			
Tangible assets	11	418,375	418,186
Current assets			
Stocks	12	800	600
Debtors	13	5,015	5,717
Cash at bank and in hand		<u>331,894</u>	<u>244,570</u>
		337,709	250,887
Creditors: Amounts falling due within one year	14	<u>(17,171)</u>	<u>(4,503)</u>
Net current assets		<u>320,538</u>	<u>246,384</u>
Net assets		<u>738,913</u>	<u>664,570</u>
Funds of the charity:			
Restricted income funds			
Restricted funds		170,583	185,022
Unrestricted income funds			
Unrestricted funds		<u>568,330</u>	<u>479,548</u>
Total funds	17	<u>738,913</u>	<u>664,570</u>

The notes on pages 10 to 17 form an integral part of these financial statements.

Age Concern Sandwich Centre for the Retired

**(Registration number: 04969814)
Balance Sheet as at 31 March 2022**

For the financial year ending 31 March 2022 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.


Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

The financial statements on pages 7 to 17 were approved by the trustees, and authorised for issue on 17 November 2022 and signed on their behalf by:



J O Sneller Frics Chairman
Trustee



P G Graeme
Trustee

The notes on pages 10 to 17 form an integral part of these financial statements.

Age Concern Sandwich Centre for the Retired

Notes to the Financial Statements for the Year Ended 31 March 2022

1 Charity status

The charity is limited by guarantee, incorporated in England and Wales, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £10 towards the assets of the charity in the event of liquidation.

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

The financial statements have been prepared in accordance with 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)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Basis of preparation

Age Concern Sandwich Centre for the Retired 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 notes.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Exemption from preparing a cash flow statement

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

Income and endowments

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 the income receivable can be measured reliably.

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Age Concern Sandwich Centre for the Retired

Notes to the Financial Statements for the Year Ended 31 March 2022

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Gift aid

Incoming resources from tax reclaims are included in the Statement of Financial Activities at the same time as the gift to which they relate.

Investment income

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £200.00 or more are initially recorded at cost.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Fixtures, fittings and equipment	25% on written down value

Age Concern Sandwich Centre for the Retired

Notes to the Financial Statements for the Year Ended 31 March 2022

Stock

Stock is valued at the lower of cost and estimated selling price less costs to complete and sell, after due regard for obsolete and slow moving stocks. Cost is determined using the first-in, first-out (FIFO).

Debtors

Debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Designated funds are unrestricted funds set aside for specific purposes at the discretion of the trustees.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

3 Income from donations and legacies

	Unrestricted			Total 2022 £	Total 2021 £
	Designated £	General £	Restricted £		
Grants, including capital grants;					
Grants received	-	153,274	-	153,274	393,117
General donations, gifts and legacies	4,849	-	29,213	34,062	13,848
Sundry income	-	-	-	-	133
	<u>4,849</u>	<u>153,274</u>	<u>29,213</u>	<u>187,336</u>	<u>407,098</u>

Age Concern Sandwich Centre for the Retired

Notes to the Financial Statements for the Year Ended 31 March 2022

4 Income from charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2022 £	Total 2021 £
Sales of donated goods	115,754	-	115,754	21,432
Services and activities	137,669	177	137,846	90,007
	253,423	177	253,600	111,439

5 Investment income

	Unrestricted funds General £	Total 2022 £	Total 2021 £
Interest receivable and similar income;			
Interest receivable on bank deposits	22	22	49
	22	22	49

6 Expenditure on charitable activities

	Charitable activities £	Management and administration £	Total 2022 £	Total 2021 £
Expenditure (meals)	32,545	-	32,545	25,828
Centre services and activities	3,107	-	3,107	295
Carer and ancillary staff salaries	187,136	-	187,136	188,047
Rent and rates	24,055	-	24,055	18,745
Light, heat and power	8,995	-	8,995	8,152
Repairs and maintenance	10,984	-	10,984	7,654
Depreciation	3,878	-	3,878	5,697
Insurance	8,267	-	8,267	4,795
Telephone and fax	1,306	-	1,306	1,262
Stationery and advertising	2,920	-	2,920	2,740
Legal and professional fees	6,178	-	6,178	4,077
(Profit)/loss on sale of tangible fixed assets held for charity's own use	918	-	918	-
Administration staff salaries	-	47,353	47,353	48,762
HealthSure	-	113	113	797
Staff training	-	47	47	1,018
Computer software and maintenance costs	-	4,938	4,938	3,994

Age Concern Sandwich Centre for the Retired

Notes to the Financial Statements for the Year Ended 31 March 2022

	Charitable activities £	Management and administration £	Total 2022 £	Total 2021 £
Equipment rental	-	3,261	3,261	2,386
Sundry expenses	-	4,514	4,514	3,332
Cleaning	-	8,157	8,157	5,301
Transport expenses	-	779	779	2,451
Accountancy and independent examiner	-	5,749	5,749	4,996
Bank Charges	-	1,415	1,415	1,288
	<u>290,289</u>	<u>76,326</u>	<u>366,615</u>	<u>341,617</u>

£322,786 (2021 - £297,354) of the above expenditure was attributable to unrestricted funds and £43,829 (2021 - £44,263) to restricted funds.

7 Net incoming/outgoing resources

Net incoming resources for the year include:

	2022 £	2021 £
Depreciation of fixed assets	<u>3,878</u>	<u>5,697</u>

8 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

9 Staff costs

The aggregate payroll costs were as follows:

The monthly average number of persons (including senior management / leadership team) employed by the charity during the year expressed as full time equivalents was as follows:

	2022 No	2021 No
Charitable activities	11	11
Management and administration	3	3
	<u>14</u>	<u>14</u>

No employee received emoluments of more than £60,000 during the year.

Age Concern Sandwich Centre for the Retired

Notes to the Financial Statements for the Year Ended 31 March 2022

During the year the charity made the following transactions with key management personnel:

Wages and salaries

The Wages and salaries received remuneration of £234,441 (2021: £236,809)

Wages and salaries are made up from £224,489 (2021 £227,340) gross wages, £7,774 (2021 £7,932) employer's national insurance and £2,082 (2021 £1,537) employer's pension contribution.

10 Taxation

The charity is a registered charity and is therefore exempt from taxation.

11 Tangible fixed assets

	Freehold property and improvements £	Fixtures, fittings and equipment £	Total £
Cost			
At 1 April 2021	406,762	61,191	467,953
Additions	-	4,985	4,985
Disposals	-	(3,268)	(3,268)
At 31 March 2022	406,762	62,908	469,670
Depreciation			
At 1 April 2021	-	49,767	49,767
Charge for the year	-	3,878	3,878
Eliminated on disposals	-	(2,350)	(2,350)
At 31 March 2022	-	51,295	51,295
Net book value			
At 31 March 2022	406,762	11,613	418,375
At 31 March 2021	406,762	11,424	418,186

12 Stock

	2022 £	2021 £
Stocks	800	600

13 Debtors

	2022 £	2021 £
Prepayments	5,015	5,717

Age Concern Sandwich Centre for the Retired

Notes to the Financial Statements for the Year Ended 31 March 2022

14 Creditors: amounts falling due within one year

	2022	2021
	£	£
Other taxation and social security	2,642	2,196
Other creditors	10,794	366
Accruals	3,735	1,941
	17,171	4,503

15 Members' liability

The charity is a private company limited by guarantee and consequently does not have share capital. Each of the members is liable to contribute an amount not exceeding £10 towards the assets of the charity in the event of liquidation.

16 Obligations under leases and hire purchase contracts

Operating lease commitments

Total future minimum lease payments under non-cancellable operating leases are as follows:

	2022	2021
	£	£
Other		
Within one year	1,705	4,478
Between one and five years	-	3,673
	1,705	8,151

17 Funds

	Balance at 1 April 2021	Incoming resources	Resources expended	Balance at 31 March 2022
	£	£	£	£
Unrestricted funds				
General	307,849	406,719	(322,786)	391,782
Designated	171,699	4,849	-	176,548
Total unrestricted funds	479,548	411,568	(322,786)	568,330
Restricted funds	185,022	29,390	(43,829)	170,583
Total funds	664,570	440,958	(366,615)	738,913

Age Concern Sandwich Centre for the Retired

Notes to the Financial Statements for the Year Ended 31 March 2022

	Balance at 1 April 2020 £	Incoming resources £	Resources expended £	Balance at 31 March 2021 £
Unrestricted funds				
General	144,120	461,083	(297,354)	307,849
Designated	<u>165,627</u>	<u>6,072</u>	<u>-</u>	<u>171,699</u>
Total unrestricted funds	309,747	467,155	(297,354)	479,548
Restricted funds	<u>177,854</u>	<u>51,431</u>	<u>(44,263)</u>	<u>185,022</u>
Total funds	<u><u>487,601</u></u>	<u><u>518,586</u></u>	<u><u>(341,617)</u></u>	<u><u>664,570</u></u>

The specific purposes for which the funds are to be applied are as follows:

Funds are held available for the ordinary purposes of the charity.

The company has two restricted funds:

- 1) To cover the costs of the building extension and modernisation and to cover the cost of running the minibus.
- 2) To cover costs of respite work for dementia sufferers.

18 Analysis of net assets between funds

	Unrestricted funds General £	Restricted funds £	Total funds at 31 March 2022 £
Tangible fixed assets	273,670	144,705	418,375
Current assets	311,831	25,878	337,709
Current liabilities	<u>(17,171)</u>	<u>-</u>	<u>(17,171)</u>
Total net assets	<u><u>568,330</u></u>	<u><u>170,583</u></u>	<u><u>738,913</u></u>

AGE CONCERN SANDWICH CENTRE FOR THE RETIRED

England & Wales - Charity number 1109346

Accounts

Company Name

Company registration number: 04969814

Charity registration number: 1109346

Age Concern Sandwich Centre for the Retired

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2021

Batchelor Coop Ltd
Chartered Accountant
The New Barn
Mill Lane
Eastry
Sandwich
Kent
CT13 0JW



Age Concern Sandwich Centre for the Retired

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Age Concern Sandwich Centre for the Retired

Reference and Administrative Details

Trustees	J O Sneller Frics Chairman P G Graeme P Harris J E Franklin L C Odonahue J Males
Secretary	P G Graeme
Principal Office	Sneller House 19-21 Cattle Market Sandwich CT13 9AP The charity is incorporated in England and Wales.
Company Registration Number	04969814
Charity Registration Number	1109346
Solicitors	Stilwell and Singleton Potter Street Sandwich CT13 9DR
Bankers	HSBC 9 Rose Lane Canterbury Kent CT1 2JP
Auditor	Batchelor Coop Ltd Chartered Accountant The New Barn Mill Lane Eastry Sandwich Kent CT13 0JW

Age Concern Sandwich Centre for the Retired

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2021.

Objectives and activities

The objectives of Age Concern Sandwich Centre for the Retired remain unchanged and are to promote the welfare of the over 50s in Sandwich and the surrounding villages, and offer chiropody, hairdressing, curative therapy, talking therapy, bathing, hot meals, transport, Meals on Wheels, Befriending, Personal Independence Co-Ordinator and an advice service from the Day Centre. We also welcome people who just pop in for snacks and drinks. In addition, we offer a wide range of social activities both within the Centre such as Chair Yoga and scrabble clubs. The Chief Officers work closely with the Statutory Bodies, Voluntary Organizations, General Practitioners, Carers and Families in the hope that no one is left in need.

However, for the majority of the last year, during the devastating Covid Pandemic, effectively the Centre has been closed but continued to operate a Meals on Wheels Service, Befriending, Service, Prescription and Shopping services in accordance with Government Covid guidelines.

Respite care for those living with a Dementia and their carers is offered through the Sunflower Centre. This too has been closed for most of the year due to the pandemic, although demand is consistent. The Centre hopes to expand on this highly successful service although this has been very limited to telephone contact and other contact within Covid guidelines during the lockdown periods.

The Day Centre is managed by two Chief Officers who job share. They manage the Day Centre Manager, Sunflower Centre Manager, staff and a team of volunteers who work to fulfill our aims. The Chief Officers are Mrs Tracey Ward and Mrs Jane Goring.

Mrs. Goring retired in December 2020 and Trustees and all staff and customers thank her for her loyal service since 2013 and wish her a happy and peaceful retirement.

All Staff work exceptionally well as a well organized team to provide probably the best Age Concern facilities in Kent.

We are also Friends of Age UK.

As a condition of our Grant we work to a Service Level Agreement set down by Kent County Council, Social Services Department. We have a current Health & Safety Policy and an up to date Fire Procedure. We have adopted an Equal Opportunities Policy. All policies have been thoroughly reviewed in the last year and are all up to date.

Public benefit

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Age Concern Sandwich Centre for the Retired

Trustees' Report

Achievements and performance

Since April 1st 2004 the Centre has been operated by Age Concern Sandwich Centre for the Retired, a company limited by guarantee and has registered this company with the Charities Commission.

As stated in previous years we are unable to extend our facilities further due to the structural size of the premises. However we continue striving to maintain a comfortable, clean and welcoming Centre for our clients. All staff has received appropriate training in all aspects of their jobs and further training is planned.

Age Concern Sandwich Centre for the Retired runs two Charity Shops in Sandwich that continue to be invaluable in financially supporting the Day Centre. The Charity Shops in Market Street and Cattle Market continue to make a great contribution to the Centre's finances.

The shops have not been able to contribute as in the past to the Centre's Finances this financial year due to Covid but to mitigate costs the Head of Retail has been Furloughed during the lockdown periods.

Both the Day Centre and Charity Shops continue to rely heavily on the invaluable help given by our volunteers who work tirelessly for our cause. These volunteers are overseen by the Day Centre Chief Officers and Head of Retail who have day to day responsibility for all matters relating to the Centre and Charity Shops.

None of our volunteers are expected to lift, bath or toilet any clients due to the fact that the majority are elderly people themselves. They do however work in our Hairdressing Salon, the Kitchen, Refreshment Counter, Minibus and Charity Shops.

Financial review

Age Concern Sandwich Centre for The Retired has an annual grant from Kent County Council Social Services. The Trustees continue to review fully the finances of the Charity.

The assets held by Age Concern Sandwich Centre for The Retired will continue to be used to carry out the Centre's objectives.

During the year income exceeded expenditure by £176,969 increasing the reserves brought forward of £487,601 to give cumulative reserves at 31 March 2021 of £664,570.

Policy on reserves

Our policy is to continue building up reserves to a level by means of annual operating surpluses and judicious management of our investment assets. There are no plans for any major capital investments or expenditure in the coming year.

Structure, governance and management

Recruitment and appointment of trustees

The centre has policies and procedures in place for recruiting and induction, and training of new Trustees.

Arrangements for setting key management personnel remuneration

Remuneration of staff at all levels is reviewed at least annually in accordance with policies set out and agreed by Trustees.

Age Concern Sandwich Centre for the Retired

Trustees' Report

Organisational structure

In relation to the structure and administration of the Trust and the Company, there have been no changes since our report last year. The assets of the company are vested in company-registered number 4969814 named Age Concern Sandwich Centre for the Retired. The company is limited by guarantee and is registered as a charity number 1109346.

Modernization of the Centre

We continue to improve the existing Centre and make our facilities attractive not only to our existing clients but to the public in Sandwich in general. We have a rolling maintenance program and plan to generally improve the condition of the Centre to increase its popularity.

Fund Accounting

The directors maintain a restricted fund to cover the running costs incurred in respect of the minibus. Appeal Funds raised will also become restricted funds

Risk Management

The Trustees examine the major risks that the Charity faces each financial year when preparing and updating the strategic plan. The Charity is developing systems to monitor and control these risks to mitigate any impact that they may have on the future of Age Concern Sandwich Centre for The Retired.

Connected Charities

Age Concern Sandwich Centre for The Retired is an autonomous Charity. Our association with Age UK is purely in an advisory capacity.

Small companies provision statement

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

Statement of Trustees' Responsibilities

The trustees (who are also the directors of Age Concern Sandwich Centre for the Retired for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

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 charitable company 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:

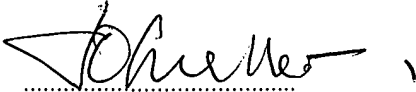
- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed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

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

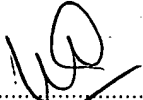
Age Concern Sandwich Centre for the Retired

Trustees' Report

The annual report was approved by the trustees of the charity on 30 June 2021 and signed on its behalf by:



.....
J O Sneller Frics Chairman
Trustee



.....
P G Graeme
Company Secretary

Age Concern Sandwich Centre for the Retired

Independent Examiner's Report to the trustees of Age Concern Sandwich Centre for the Retired

I report on the accounts of the charity for the year ended 31 March 2021 which are set out on pages 7 to 17 .

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company 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 needed. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of Batchelor Coop Ltd.

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 particular 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 charity 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 section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 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.

.....
Graham Rennells
Independent Examiner
Chartered Accountant
Batchelor Coop Ltd

The New Barn
Mill Lane
Eastry
Sandwich
Kent
CT13 0JW

5 July 2021

Age Concern Sandwich Centre for the Retired

Statement of Financial Activities for the Year Ended 31 March 2021 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
Income and Endowments from:					
Donations and legacies	3	356,609	50,489	407,098	181,022
Charitable activities	4	110,497	942	111,439	212,271
Investment income	5	49	-	49	129
Total Income		<u>467,155</u>	<u>51,431</u>	<u>518,586</u>	<u>393,422</u>
Expenditure on:					
Charitable activities	6	(297,354)	(44,263)	(341,617)	(440,160)
Total Expenditure		<u>(297,354)</u>	<u>(44,263)</u>	<u>(341,617)</u>	<u>(440,160)</u>
Net income/(expenditure)		<u>169,801</u>	<u>7,168</u>	<u>176,969</u>	<u>(46,738)</u>
Net movement in funds		169,801	7,168	176,969	(46,738)
Reconciliation of funds					
Total funds brought forward		<u>309,747</u>	<u>177,854</u>	<u>487,601</u>	<u>534,339</u>
Total funds carried forward	17	<u>479,548</u>	<u>185,022</u>	<u>664,570</u>	<u>487,601</u>

	Note	Unrestricted funds £	Restricted funds £	Total 2020 £
Income and Endowments from:				
Donations and legacies	3	126,848	54,174	181,022
Charitable activities	4	211,462	809	212,271
Investment income	5	1	128	129
Total income		<u>338,311</u>	<u>55,111</u>	<u>393,422</u>
Expenditure on:				
Charitable activities	6	(361,406)	(78,754)	(440,160)
Total expenditure		<u>(361,406)</u>	<u>(78,754)</u>	<u>(440,160)</u>
Net expenditure		<u>(23,095)</u>	<u>(23,643)</u>	<u>(46,738)</u>
Net movement in funds		(23,095)	(23,643)	(46,738)
Reconciliation of funds				
Total funds brought forward		<u>332,842</u>	<u>201,497</u>	<u>534,339</u>
Total funds carried forward	17	<u>309,747</u>	<u>177,854</u>	<u>487,601</u>

All of the charity's activities derive from continuing operations during the above two periods.

Age Concern Sandwich Centre for the Retired

(Registration number: 04969814)
Balance Sheet as at 31 March 2021

	Note	2021 £	2020 £
Fixed assets			
Tangible assets	11	418,186	423,883
Current assets			
Stocks	12	600	750
Debtors	13	5,717	6,788
Cash at bank and in hand		<u>244,570</u>	<u>- 85,055</u>
		250,887	92,593
Creditors: Amounts falling due within one year	14	<u>(4,503)</u>	<u>(28,875)</u>
Net current assets		<u>246,384</u>	<u>63,718</u>
Net assets		<u>664,570</u>	<u>487,601</u>
Funds of the charity:			
Restricted funds		185,022	177,854
Unrestricted income funds			
Unrestricted funds		<u>479,548</u>	<u>309,747</u>
Total funds	17	<u>664,570</u>	<u>487,601</u>

Age Concern Sandwich Centre for the Retired

(Registration number: 04969814)
Balance Sheet as at 31 March 2021

For the financial year ending 31 March 2021 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

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

The financial statements on pages 7 to 17 were approved by the trustees, and authorised for issue on 30 June 2021 and signed on their behalf by:



.....
J O Sneller Frics Chairman
Trustee



.....
P G Graeme
Trustee

Age Concern Sandwich Centre for the Retired

Notes to the Financial Statements for the Year Ended 31 March 2021

1 Charity status

The charity is limited by guarantee, incorporated in England and Wales, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £10 towards the assets of the charity in the event of liquidation.

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

The financial statements have been prepared in accordance with 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) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

Basis of preparation

Age Concern Sandwich Centre for the Retired 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 notes.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Exemption from preparing a cash flow statement

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

Income and endowments

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 the income receivable can be measured reliably.

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Age Concern Sandwich Centre for the Retired

Notes to the Financial Statements for the Year Ended 31 March 2021

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Gift aid

Incoming resources from tax reclaims are included in the Statement of Financial Activities at the same time as the gift to which they relate.

Investment income

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £200.00 or more are initially recorded at cost.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class

Fixtures, fittings and equipment

Depreciation method and rate

25% on written down value

Age Concern Sandwich Centre for the Retired

Notes to the Financial Statements for the Year Ended 31 March 2021

Stock

Stock is valued at the lower of cost and estimated selling price less costs to complete and sell, after due regard for obsolete and slow moving stocks. Cost is determined using the first-in, first-out (FIFO).

Debtors

Debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees's discretion in furtherance of the objectives of the charity.

Designated funds are unrestricted funds set aside for specific purposes at the discretion of the trustees.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

3 Income from donations and legacies

	Unrestricted funds		Restricted funds £	Total 2021 £	Total 2020 £
	Designated £	General £			
Donations and legacies;					
Appeal donations	-	-	-	-	13,177
Grants, including capital grants;					
Grants received	-	350,537	42,580	393,117	122,768
General donations, gifts and legacies	5,939	-	7,909	13,848	43,234
Sundry income	133	-	-	133	1,843
	<u>6,072</u>	<u>350,537</u>	<u>50,489</u>	<u>407,098</u>	<u>181,022</u>

Age Concern Sandwich Centre for the Retired

Notes to the Financial Statements for the Year Ended 31 March 2021

4 Income from charitable activities

	Unrestricted funds	Restricted funds £	Total 2021 £	Total 2020 £
	General £			
Sales of donated goods	21,432	-	21,432	71,033
Services and activities	89,065	942	90,007	141,238
	110,497	942	111,439	212,271

5 Investment income

	Unrestricted funds	Total 2021 £	Total 2020 £
	General £		
Interest receivable and similar income; Interest receivable on bank deposits	49	49	129

6 Expenditure on charitable activities

	Charitable activities £	Management and administration £	Total 2021 £	Total 2020 £
Expenditure (meals)	25,828	-		
Centre services and activities	295	-	295	1,639
Carer and ancillary staff salaries	188,047	-	188,047	216,276
Rent and rates	18,745	-	18,745	25,740
Light, heat and power	8,152	-	8,152	11,157
Repairs and maintenance	7,654	-	7,654	24,850
Depreciation	5,697	-	5,697	5,711
Insurance	4,795	-	4,795	5,636
Telephone and fax	1,262	-	1,262	1,039
Stationery and advertising	2,740	-	2,740	3,288
Legal and professional fees	4,077	-	4,077	6,052
Administration staff salaries	-	48,762	48,762	52,456
HealthSure	-	797	797	1,117
Staff training	-	1,018	1,018	102
Computer software and maintenance costs	-	3,994	3,994	4,016
Equipment rental	-	2,386	2,386	2,810
Sundry expenses	-	3,332	3,332	4,354
Cleaning	-	5,301	5,301	9,835

Age Concern Sandwich Centre for the Retired

Notes to the Financial Statements for the Year Ended 31 March 2021

	Charitable activities £	Management and administration £	Total 2021 £	Total 2020 £
Transport expenses	-	2,451	2,451	16,304
Accountancy and independent examiner	-	4,996	4,996	3,910
Bank Charges	-	1,288	1,288	2,116
	<u>267,292</u>	<u>74,325</u>	<u>341,617</u>	<u>440,160</u>

£297,354 (2020 - £361,406) of the above expenditure was attributable to unrestricted funds and £44,263 (2019 - £78,754) to restricted funds.

7 Net incoming/outgoing resources

Net incoming/(outgoing) resources for the year include:

	2021 £	2020 £
Depreciation of fixed assets	<u>5,697</u>	<u>5,711</u>

8 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

9 Staff costs

The aggregate payroll costs were as follows:

The monthly average number of persons (including senior management team) employed by the charity during the year expressed as full time equivalents was as follows:

	2021 No	2020 No
Charitable activities	11	14
Management and administration	<u>3</u>	<u>3</u>
	<u>14</u>	<u>17</u>

No employee received emoluments of more than £60,000 during the year.

During the year the charity made the following transactions with key management personnel:

Wages and salaries

The Wages and salaries received remuneration of £236,809 (2020: £268,732)

Wages and salaries are made up from £227,340 (2020 £256,886) gross wages, £7,932 (2020 £9,075) employer's national insurance and £1,537 (2020 £2,771) employer's pension contribution.

Age Concern Sandwich Centre for the Retired

Notes to the Financial Statements for the Year Ended 31 March 2021

10 Taxation

The charity is a registered charity and is therefore exempt from taxation.

11 Tangible fixed assets

	Freehold property and improvements £	Fixtures, fittings and equipment £	Total £
Cost			
At 1 April 2020	406,762	61,191	467,953
At 31 March 2021	406,762	61,191	467,953
Depreciation			
At 1 April 2020	-	44,070	44,070
Charge for the year	-	5,697	5,697
At 31 March 2021	-	49,767	49,767
Net book value			
At 31 March 2021	406,762	11,424	418,186
At 31 March 2020	406,762	17,121	423,883

12 Stock

	2021 £	2020 £
Stocks	600	750

13 Debtors

	2021 £	2020 £
Prepayments	5,717	6,367
Other debtors	-	421
	5,717	6,788

14 Creditors: amounts falling due within one year

	2021 £	2020 £
Other loans	-	23,500
Other taxation and social security	2,196	3,193
Other creditors	366	1,041
Accruals	1,941	1,141
	4,503	28,875

Age Concern Sandwich Centre for the Retired

Notes to the Financial Statements for the Year Ended 31 March 2021

15 Members' liability

The charity is a private company limited by guarantee and consequently does not have share capital. Each of the members is liable to contribute an amount not exceeding £10 towards the assets of the charity in the event of liquidation.

16 Obligations under leases and hire purchase contracts

Operating lease commitments

Total future minimum lease payments under non-cancellable operating leases are as follows:

	2021 £	2020 £
Other		
Within one year	4,478	6,293
Between one and five years	3,673	10,338
	8,151	16,631

17 Funds

	Balance at 1 April 2020 £	Incoming resources £	Resources expended £	Balance at 31 March 2021 £
Unrestricted funds				
General	(144,120)	(461,083)	297,354	(307,849)
Designated	(165,627)	(6,072)	-	(171,699)
Total unrestricted funds	(309,747)	(467,155)	297,354	(479,548)
Restricted funds	(177,854)	(51,431)	44,263	(185,022)
Total funds	(487,601)	(518,586)	341,617	(664,570)
	Balance at 1 April 2019 £	Incoming resources £	Resources expended £	Balance at 31 March 2020 £
Unrestricted funds				
General	(171,295)	(334,231)	361,406	(144,120)
Designated	(161,547)	(4,080)	-	(165,627)
Total unrestricted funds	(332,842)	(338,311)	361,406	(309,747)
Restricted funds	(201,497)	(55,111)	78,754	(177,854)
Total funds	(534,339)	(393,422)	440,160	(487,601)

Age Concern Sandwich Centre for the Retired

Notes to the Financial Statements for the Year Ended 31 March 2021

The specific purposes for which the funds are to be applied are as follows:

Funds are held available for the ordinary purposes of the charity.

The company has two restricted funds:

- 1) To cover the costs of the building extension and modernisation and to cover the cost of running the minibus.
- 2) To cover costs of respite work for dementia sufferers.

18 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total funds
	General £	£	£
Tangible fixed assets	237,329	180,857	418,186
Current assets	246,722	4,165	250,887
Current liabilities	<u>(4,503)</u>	<u>-</u>	<u>(4,503)</u>
Total net assets	<u><u>479,548</u></u>	<u><u>185,022</u></u>	<u><u>664,570</u></u>