

**Company Registered Number: 05397008**  
**Registered Charlty Number: 1110164**

**THE AUTUMN CENTRE LTD**  
**DIRECTORS & TRUSTEES REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED**  
**31<sup>st</sup> MARCH 2023**

**THE AUTUMN CENTRE LTD**  
**(A Company Limited by Guarantee)**  
**DIRECTORS REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2023**

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**THE AUTUMN CENTRE LTD**  
**(A Company Limited by Guarantee)**  
**DIRECTORS REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2023**

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**Legal and Administrative Information:**

**Company Registration Number:** 05397008

**Charity Registration Number:** 1110164

**Registered Office** The Autumn Centre  
Counts Farm Road  
Corby  
Northants  
NN18 8BH

**Directors/Trustees:** M Bissett - Chair  
N Bhatia – Vice Chair  
L Copeland (appointed 30.03.23)  
M Craig  
Diane Floody  
P Floody  
P Hulme  
M Palmer  
Janice Paton  
J Sheldon  
J Spalding  
S Sorrie (appointed 30.03.23)  
S Tew

**Company Secretary:** P Floody

**Treasurer:** P Floody

**Bankers:** Co-operative Bank  
Delf House  
Southways  
Skelmersdale  
WN8 6WT

**Independent Examiners:** CVS Northamptonshire  
32-36 Hazelwood Road  
Northampton NN1 1LN

The trustees present their report, together with the financial statement of the Charity (See Appendix I) for the year ended 31<sup>st</sup> March 2023

### Executive Summary 25th July 2023

During the height of the pandemic the Autumn Centre closed and reopened on a number of occasions. Thankfully this is now a part of recent history but we continue to retain some practices adopted during the pandemic to ensure we remain vigilant and resist any level of complacency for the future.

We have had to make many changes over the past three years owing to the pandemic and the cessation of 3 contracts being delivered on behalf of Public Health. We were informed (along with many other charities / service providers) our three contracts for delivering services on behalf of Public Health would definitely terminate on 31<sup>st</sup> March 2021 (loss of £54K per annum) as Public Health were restructuring their prioritised outputs shifting more towards Homelessness and Substance Misuse.

As a result of this we had to come up with a financial strategy that linked to our reserves and continuing support from North Northants Council would allow us the opportunity to pursue financial stability over the coming years. This is linked to the introduction of an income plan, the "3 Tier Daily Experience", explained in detail later in this report with the cost to members being dependent on the level of care / support required by an individual.

Since its implementation the "3 Tier Daily Experience" is nudging us towards future financial sustainability with increased levels of financial income for our extended level of services on offer to our members and their families.

We have been extremely fortunate to have retained the same manager over the past 6 years as she has built an amazing team around her and leads us with professionalism, enthusiasm and an incredibly welcoming personality.

As recently as last week on Thursday 20<sup>th</sup> July 2023 we had an assessment visit from the North Northants Council Monitoring Team and the team were really impressed with our service delivery, again this is a huge boost to the staff, volunteers, trustees and members of the Charity.

### Trustees Report 1st April 2022 - March 31<sup>st</sup> 2023

#### Structure, Governance and Management.

The Company is governed by its Memorandum and Articles of Association.

The recruitment and appointment of new trustees / directors is either through recommendation to the Board of Trustees or proposed by members and elected at the Annual General Meeting. Owing to Covid 19 restrictions we were unable to hold an AGM in either 2020 or 2021 and all serving trustees elected at the 2019 AGM agreed to serve until the next AGM which thankfully we were able to hold in February 2022 and since then another AGM in March 2023.

The trustees meet on the last Tuesday of the month to discuss business on behalf of the charity and to take any decisions required by the trustees as an active and inclusive process. A couple of years ago, due to the various lockdowns, we had to learn how to hold meetings in a Zoom format (not bad considering 95% of us on the board are pensioners). This we mastered but it did at the time impact on the number of trustees tuning in, thankfully this is presently a thing of the past. We have been able to hold face to face monthly meetings for nearly the past 18 months, which is great to build further sociable links.



All trustee meetings are minuted and sent out to all trustees to be agreed at the next monthly meeting along with any matters arising / amendments before proceeding with that month's agreed agenda.

The Centre employed 8 members of staff including the Manager who runs the Centre on a day-to-day basis in partnership with the users, volunteers, staff and the Board of Directors (Trustees who are all members of the charity). This number rose to 9 members of staff in May 2022 as we appointed an additional carer for the Dementia Suite as the need was clearly developing with increasing pressure to accommodate more new members living with dementia.

Without the staff, under the excellent leadership of our manager, the charity would not be in the position we are today coming out of the Pandemic stronger than when we went into it and more resilient.

North Northants Council continued to support us with a grant in 2022 and confirmed the same level of support for 2023. We are indebted to NNC for its continued support. We are clearly proving the benefit of such a facility in the north of the county to the new authority and continue to be able to rely on their financial and professional support for the foreseeable future.

The town used to boast three day centers (Central Day Centre, Arran Way Day Centre and Darley Dale Day Centre) but all three were merged in 2002 into what we have today "The Autumn Centre", as it was proving difficult to fund three centers in one town, and all three were funded by Northants County Council and Corby Borough Council (now merged into North Northants Council).

With the merger of the three facilities, it greatly reduced the funding needed through the two councils and has saved the authorities many hundreds of thousands of pounds over the past 21 years with better facilities and services all under one roof. The building is owned by NNC, and it has agreed to retain landlords' responsibility for the fabric of the building with the charity ensuring the centre is maintained to a high standard.

## **OBJECTIVES AND ACTIVITIES**

The Charity is very focused on its desire to improve the quality of life for the over 50's in Corby and the surrounding area. We also have some slightly younger disabled members of the community. To this end the centre provides a host of activities as agreed / requested by the users to improve health / mobility / fighting loneliness / isolation / reducing the impact of dementia on individuals and their families and staying fitter longer. The activities of the centre are always aligned with key outcomes required by Public Health through the Well Being Programme for vulnerable adults. We will continue to maintain a good and fruitful relationship with Public Health and the new North Northants Council. We have been inspected by officers from North Northants Council and our service met their criteria for quality of services. This has given the team a real boost and is a very encouraging message going forward.

We had to realign our services since the pandemic and as a result we had to close the Hairdressing Salon and the Memory Cafe, but both these gaps have been filled with service provision more aligned to our current / developing services.



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Special Events such as Christmas Parties, Burns Suppers, Halloween Fun, New Year Celebrations, Summer Inclusive Programme, Race Days (on the big screen), Easter Celebrations, Indian Food Experience Stage Entertainers have all returned with the pandemic recent history, although we are always on our guard as the infection is not yet behind us. Thankfully the continuing booster jabs seem to be letting us relax and enjoy ourselves more freely.

Special Visits by local dignitaries, sponsors, local councilors, health representatives, local schools and prospective clients were badly hit by the pandemic but these have thankfully returned with visits by NNC Leader and CEO in 2022 and The Mayor of Corby rekindling previous connections and we will continue to develop links with schools and colleges with placements / work experience to support our new operating structure and service delivery.

As an organisation we encourage new ideas from within the membership and where new requests are made, we try hard to deliver new and exciting activities. As can be seen from above there is normally a wide list of activities, and this was expanding year on year but again devastated during the pandemic, but we have bounced back stronger and fitter than ever before.

The Trustees of the Autumn Centre have never lost sight of the fact that we are not just a Day Care Centre but an all-inclusive Community Centre. To this end we have a long-term objective to promote interaction between our older community and the younger community bringing them together to explore common ground where all members of the local community can utilise the centre for interactive opportunities. Outside the centre we have a Multi Activity Games Area (MUGA) that could be utilised to organise joint and mixed activities across the age spectrum. This could include different activities being led by different age groups but linked to something for all.

To achieve this ambitious proposal, we will look to create a future post of an Intergenerational Worker whose role will be to explore, create and deliver an interactive development programme for all the members of the community regardless of age, gender, sexuality, ability, race, or religion. Over recent years we have seen the demise of youth provision and it is with this in mind we want to reach out and welcome the younger generation to feel the centre has something for them and they also can have the feeling of ownership with respect for the centre, their peers and all different generations in a positive, rewarding, and inclusive programme.

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## **ACHIEVEMENTS AND PERFORMANCE**

April 2021 was the start of the implementation of our "Going Forward " strategy with the implementation of our new " **3 Tier Daily Experience**" pricing structure. In the past pre Covid and being paid for delivering 3 x Public Health Contracts (Value £54K per annum) which ceased in March 2021, we had to restructure our complete service delivery to give the charity any chance of survival in the coming years.

Our "**3 Tier Daily Experience**" pricing structure included for all tiers:

- Three Course Meal
- All beverages
- Health Exercises / Activities
- Bingo
- Support from staff and volunteers

**Tiers 2 & 3** include more personal care with various functions such as assisting members with the toilet and with feeding, often One to One interaction and Tier 3 being for Dementia Sufferers. The pricing structure (April 2021 – March 2022) reflects this being:

### **DAILY EXPERIENCE**

Tier 1 = £10.00 with increase from April 2023 (more able bodied)

Tier 2 = £30.00 with increase from May 2023 (some additional care required)

Tier 3 = £50.00 with increase from May 2023 members living with dementia / continual additional care)

- The reason for the month's delay for an increase for Tiers 2 & 3 is in line with Social Services billing procedures and their agreed price increase for the services provided by ourselves for their clients / our members.

For all financial information please refer to our examined accounts (Appendix I).

The **Daily Experience** has proven to be of significant importance in various degrees to our many members and their families. In some instances, it has given an element of life back to certain family members as all know their loved ones are

As April 21- March 22 was our first year implementing the new "3 Tier Daily Experience". As trustees we agreed to hold the prices the same for the next financial year (April 22 — March 23) as a thank you for so many members sticking with us, as we accept it had meant a financial hike for all our members, in our quest to become financially independent in the years to come. This also helped with pressures facing our members with crippling cost of living through inflation

\_\_ and in particular food prices and energy prices. The members were so grateful for this extra year with no price increase.

As pointed out above we will have to increase our prices from April 2023 and all the members / their families are on board and understand the reasons for the increase and our quest for financial sustainability.

The Daily Experience has proven to be of significant importance in various degrees to our many members and their families. In some instances, it has given an element of life back to certain family members as all know their loved ones are in good hands and are treated as part of "Our Family" but with high levels of professional support / care linked to their individual needs.

All our meals are cooked on site by our own catering staff with individual requirements and needs built into any care / support packages.

We also have the facilities to ensure any member not wishing to eat all three courses at lunchtime, the courses not eaten, can be taken home, packed up in catering packaging to keep fresh, for eating later.

Most of Tier 2 & Tier 3 are referred through Adult Social Services with some Tier 1 also being referred but most Tier 1 are here because they choose to be as it supports their quest of staying healthy longer, retaining independence and meeting new friends.

### **Working Groups**

We have created 4 working groups as follows:

1. Carer
2. Fundraising & Events
3. Marketing, Promotion & Website
4. Five Year Business Plan

All of these groups have been playing an instrumental role in bringing another element of sustainability to the Autumn Centre Corby through their targeted efforts in their field of expertise.

This has recently seen a fourth working group being created, the 5 Year Business Plan Working Group.

#### **1 Carer Group**

The Carer Working Group includes Trustees, Staff & family members who have a vested interest in ensuring their loved ones' needs are indeed met. This increased level of care was a new development for us from last year but the staff/ trustees/ volunteers / general members and now family members have all embraced the new development with open arms. The group meet over a cuppa and discuss related issues and where help is needed either as a charity or for individuals.



### 3 Marketing / Promotion & New Website

4 Five Year Business Plan Working Group.

We will be looking at:

- Where we came from 2002 - 2019
- The Pandemic & coming out of it 2019 - 2022
- Where we are now 2023
- Where we want / need to be 2023 - 2028

We will use our 21 years of operational experience, the pandemic, our new service delivery plan and North Northants Corporate Plan, Public Health Aims and Objectives and of course our members' needs and aspirations to strive for our ambition of being financially sustainable by providing services aimed at the senior community with a variety of health issues.

We are indebted to NNC as without their current and future help we would not be able to even think of striving to become independently sustainable over the coming years.

Currently we are providing a much-needed service for the senior community offering support to many to live a healthy life and at the same time providing a complimentary service to cater for many seniors already suffering a variety of health issues including dementia.

### Transport Costs

To help our financial sustainability we had to terminate the transport subsidy we gave to our members prior to the pandemic subsidising their taxi costs. Our members realised why we were making this decision and have supported us. They now have an agreement where we pay the taxi company directly on a new

“Pay as you Go” service (we claim this back from individuals) thus saving us at least £10,000 per annum since 2021, a huge saving thus again lessening the blow from increased financial pressures.

### Other Notable Achievements

We have achieved on so many other fronts as well as the above including:

During the pandemic we delivered thousands of food parcels, activities online over the internet and made phone calls on a daily basis to ensure our members were not isolated but always had a volunteer or member of staff to talk to.

- Any member suffering from long covid is still part of our service delivery and additional support can be offered in a variety of ways.
- We firmly believe the pandemic would have permanently closed the Autumn Centre with the loss of all our services had it not been for the Furlough Scheme, this is something we will never forget or take for granted.
- In the summer of 2022, we faced another new challenge with having to close our centre for 2 days during the government's red warning during the heatwave. When we re-opened, we provided cooling fans, ice lolly hydration stations, more ventilation, cold and iced water plus cooling towels to minimise any chance of our vulnerable users feeling unwell from the heat. Thankfully all our additional measures proved effective, and our members and their families were very grateful for our awareness and implementation of an action plan.
- We purchased a floor projector that the members can interact with such as walking through meadows, resting their feet in a stream with electronic fish swimming in and out making it a living experience plus a host of other activities all projected on the floor for many members to enjoy all at the same time.
- Trustee (ST) knitting many saleable items with all the income going to the centre.
- A wonderful series of events to celebrate the Queen's Jubilee in 2022 and also her sad demise.
- New plants are annually purchased and planted in the courtyard along with some additional bistro tables and chairs when the area is used by members during the nice weather.

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- Continued development “Friends of The Autumn Centre” group for individuals with special skills we can call upon as and when required to support the trustees & members. We had a retired solicitor visiting the centre to allow our members to raise many issues they needed guidance with. This was very successful, and she was voted on to the board as a trustee at our AGM in March 2023.
  - Developed and launched a new website in June 2022 to promote the centre and to keep members, supporters and sponsors up to date with all the activities, services, timetable, calendar, newsletter, fundraising events and opportunity to suggest ideas, comment, donate, sponsor and follow what is going on at the centre. This is proving invaluable for many new members who learned about the Autumn Centre from the website.
  - Raised over £1,000 by staging a Burns Supper at the centre for our members. Over £600 was raised by a 20 Kilometre sponsored walk undertaken by a trustee and joined on the last leg by many staff, trustees, members and well-wishers. Our Managers' swim-a thon raised over £500, Jaguar Club £500, Corby Diagnostic Tea Bar £1,000, Corby Lions £500
  - All in all with donations, fundraising, sponsorship and other money spinners we brought in an extra £20K over the financial year. A lot of extra work but well worth the effort.
  - Full Houses for Members Christmas Dinners staged over a couple of days during December 2022.
  - Developing the Dementia Suite with more members joining resulted in the need to engage a new member of staff who joined the team in May 2022. We managed to secure funding to allow our new Dementia Assistant to gain a level 3 Dementia qualification.
  - New eco-friendly wall heaters fitted in the Dementia Suite making it very snug even during the coldest winter months.
  - We are already looking to expand the footprint of our Dementia Suite in 2023/24 owing to the current and potential demand on our services.
  - Retaining a “Digging for Dementia” gardening group of dementia sufferers being supported by staff and a very dynamic volunteer.
  - Utilising a training matrix with over 70 site specific courses for staff, trustees and volunteers including Dementia Awareness, this is proving invaluable.
  - The training is coupled with regular individual supervision sessions between staff and our Manager to ensure any issues are addressed early. It is very important to us that all the staff and volunteers enjoy coming to work. To this end we also produced an Employee's Handbook with all terms / conditions produced by both staff and trustees.



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- Pauley's continues to offer returned but edible fruit and vegetables free of charge to be collected once a week. We use as much as we can for the week's menus and offer the rest to users for a small voluntary contribution.
  - Fare Share offers food on a weekly basis from major supermarkets. We pay £5.00 per week for this service and it has proven to be a life saver for many of our members as we also use what we need for menus and let the rest go for a small donation.
  - Secured a permanent promotional space in Corby Library in the Health & Well-Being area and also on their Facebook page.
  - Retaining all the trustees with all agreeing to serve until we were able to hold an AGM after the pandemic which thankfully took place in February 2022 and our most recent AGM in March 2023 had a fantastic turnout by members.
  - Rekindled a close working relationship on a number of projects with our local Exeter School.  
Carried forward a 2K grant to create a new herb, vegetable, and flower garden through the David Cock Foundation with a further £2K from match funding. This is still waiting to happen with the funding ring fenced for this project once we have a new lease in place with the new extended boundary line from NNC.
  - Creation of a "quiet room" for assessments, consultations, family waiting area and occasional meetings. This has proven very successful and really added to our "personal service delivery" required at times by members or indeed their families.
  - Manager fully qualified and continues to deliver Otago in Falls Prevention plus Get up and Go, Seated Dance & Aerobics Exercise Sessions, table ping pong (brilliant for stimulating the brain), smoking cessation, weigh-ins along with many other related healthy initiatives.
  - We have our very own "Body Rockers" who love doing all the exercises and have their own motif t-shirts.
  - NNC has kindly offered to extend their delivery of our Arts & Crafts for another set of sessions. We are all very grateful for this wonderful offer.
  - Linked to the above we have Virtual Reality Headsets to allow our members to visit the world, go on walks while still at the centre, all through embracing modern technology.
  - All trustees DBS Checked
  - April 2022 to March end 2023 was our first uninterrupted trading opportunity since the pandemic and our membership has continued to grow which works towards our long-term objective of in-house financial sustainability.
  - A new chiropody service visiting the centre on a monthly basis.
  - Continue to hold regular monthly trustees meetings to conduct business on behalf of the centre and being face to face is so much better than the zoomed meetings we did during the pandemic.

### **Future Plans & Hopes**

The centre will hopefully continue to develop services in line with the ever-increasing demands on our more senior members of the community fighting: social isolation, ill health, reduced mobility, onset of dementia, mental health, vulnerability to falls, various disabilities, hospitalisation and personal grief.

As a charity we are totally committed to continue to grow in spite of ever-increasing financial pressures from loss of contracts, increased inflation especially food and energy bills, reducing funding streams. We all accept the ageing population is growing and therefore the need for facilities such as ours are in greater demand than ever before. Hence the need for writing a 5 Year Business plan to guide us into the future setting ourselves realistic and achievable targets. Failure to create a sustainable service is not in the minds of any members, staff or trustees as we are united for the benefit of the Senior Corby Community including those most vulnerable.

- Through increased levels of income aligned to increased pricing for services, fundraising, donations, sponsorship, and external grant applications we will continue to shape the "Carer Team" to complement and grow the service. If we fail to do this and attempt to standstill we will implode and fail our client / member base and the families of those often in desperate need of such a service.
- As is the current case we will be forced to call on our reserves in the next few years but hopefully our service will in the not-too-distant future become self-financing. Thus, reducing the need to exhaust our reserves and utilising such reserves for proactive reasons rather than just for survival. This has recently been inevitable because of the pandemic, loss of income related contracts and other financial pressures.
- A big thanks to North Northants Officer, Julie McKinnon, for seeking to secure a new lease on the same terms and conditions, hopefully this will be for a period long enough to allow us to submit substantial bids to grow the facility and services over the coming years, to meet increased demand. Ideally this would be for at least 25 years. Also, for her continued support / advice on a variety of issues over a number of years.
- Continue building good working relationships with Public Health, where together we can meet common needs.
- To create an Arts Programme to design murals / photographs on parts of the building to celebrate our members and local heroes.
- The Charity is looking into a future plan to engage an Intergenerational Worker to create good supportive links between the youth and elders within the community. This would allow many joint initiatives between many of the age groups to create a "One Community" displaying support, interaction and respect from all parties.

# THE AUTUMN CENTRE LTD

## REPORT OF THE DIRECTORS/TRUSTEES

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- Continue to undertake annual reviews of all our policies and procedures to ensure best practice and continual improvement.
  - We have a project with Public Health grant funding and North Northants Council to develop a number of new initiatives such as: extending our fenceline to gain more outside space, extending our garden areas, convert some windows into doorways to allow greater access to outside facilities and AI fresco dining, improvements to the dementia suite and to reconfigure all the main toilets to be unisex / disabled compliant.
  - Once the Public Health Project is delivered, the next development stage could look to build a roof over the courtyard to create an orangery giving far more indoor space and therefore all year-round service provision as additional outside space will be catered for with the fence line boundary extension.
  - One of our long-term plans has been to create a mezzanine suite in the space above the false ceiling in the main hall. This would be fitted with a lift and allow additional activities / services and increased numbers as we are always struggling with existing space to meet current needs.
  - Access to the centre is DDA compliant but we would love to make the centre more easily accessible to unaccompanied members in on - powered wheelchairs as the existing ramp makes this difficult for independent wheelchair users (thankfully staff and volunteers are always on hand to offer support).

### Financial Transparency

Lee McCormick leads the team and has been an excellent Manager since taking up the role nearly 6 years ago. We are all very much indebted to her and her excellent team of staff and volunteers. Lee has developed a close working relationship with an officer from CVS Northampton (Brenda Peers Ross) and produces monthly spreadsheets which are copied to our main funders and trustees.

This is complemented with monthly updates by the Treasurer at Trustees meetings on current balance, current income / expenditure plus projected income/ expenditure to the end of the current financial year. This ensures transparency and financial dealings are scrutinised at a number of levels by all the trustees.

### Reserves Policy

An amount of approx. 6 months operational costs are normally kept in reserve along with a small committed capital fund for future development of the Centre (to act as match funding for future capital grant applications) and secured funding if ever a Termination Strategy had to be implemented to ensure we could meet our legal obligations towards our hard working and valued staff plus any outstanding bills / contracted services.

The reserve can also be utilised if for any reason existing funding sources are late in processing either grants or contractual payments for the wide-ranging care / activity programme currently in place.



## **THE AUTUMN CENTRE LTD**

### **REPORT OF THE DIRECTORS/TRUSTEES**

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#### **PUBLIC BENEFIT**

As can be seen from the report the Charity of the Autumn Centre meets a growing need for the over 50's community and various individuals with various disabilities and needs in Corby and surrounding villages. As well as the activities mentioned in the body of the report we support, within the facility, a host of other users and activity providers.

Our heartfelt thanks once again goes to a large number of groups, individuals and organisations:

- North Northants Council
- A.T.O. Corby Cabs & Sky Cabs Corby
- Corby Lions / W Pauley
- Families of Late Members Rogers Memorial & Geoffrey Teboon.
- Staff members' mother in-law family gilding E200 to the centre.
- D Thompson (painter & decorator of the Quiet Room)
- Vaahnu (donation of sensory room equipment).
- Friends of Corby Woodland Project
- S&L Bowls Club
- Corby Rotary Club
- Corby Tennis Ladies Section
- Corby Buffs
- Jaguar Motoring Club
- Corby Diagnostic Centre Tea Bar
- Morrisons Supermarket / RS Components
- Northamptonshire Community Foundation / Fare Share
- Northants VCS / ACRE
- Co-op / Corby Library Services
- Growing Community Award Scheme (David Cock Foundation)
- And of course, our very own Staff, Volunteers, Members and Well-wishers.

Thank you all.

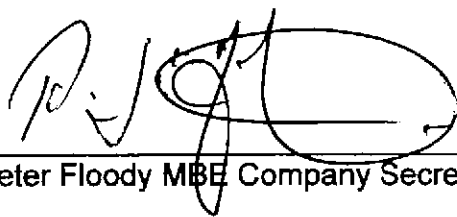
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**TRUSTEES RESPONSIBILITIES**

Charity law requires the trustees to prepare financial statements for each financial year, which show a true and fair view of the state of affairs of the charity, and its financial activities for that period. In preparing those financial statements the trustees are required to:

- Select suitable accounting policies and then apply them consistently.
- Make judgments and estimates that are reasonable and prudent.
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements.
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operational existence.
- The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011.
- They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Prepared and presented to the Board of Directors/Trustees by the Company Secretary for approval and adoption and signed on their behalf on 25<sup>th</sup> July 2023.



Peter Floody MBE Company Secretary



Marie Bissett Chairperson Director



## **Independent Examiner's Report to the Trustees of:**

**THE AUTUMN CENTRE LTD**

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**Registered Charity Number: 1110164**

I report on the accounts of the company for the year ended 31<sup>st</sup> March 2023, which are set out on the attached pages 16 to 21.

### **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 Part 16 of the Companies Act 2006 (the Act) and that an independent examination is needed.

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

- examine the accounts under section 145 of the Charities Act 2011;
- follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Act, as amended; and
- state whether particular matters have come to my attention.

### **Basis of independent examiner's statement**

My examination was carried out in accordance with 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 of 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**

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

- accounting records were not kept in accordance with the Companies section 386 of the 2006 Act: or
- the accounts do not accord with these records: or
- 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
- 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).

*Brenda Peers-Ross*

Brenda Peers-Ross FMAAT, ACIE  
9<sup>th</sup> October 2023



**STATEMENT OF FINANCIAL ACTIVITIES**

**FOR THE YEAR ENDED 31 MARCH 2023**

	Notes	Unrestricted	Restricted	Total 2023	Unrestricted	Restricted	Total 2022
		£	£	£			£
<b>Income from:</b>							
Donations and legacies		9,912	-	9,912	5,845	-	5,845
Charitable Activities	1	171,179	-	171,179	153,763	-	153,763
Investment income		1,012	-	1,012	-	-	-
<b>Total income</b>		<b>182,103</b>	<b>-</b>	<b>182,103</b>	<b>159,608</b>	<b>-</b>	<b>159,608</b>
<b>Expenditure on:</b>							
Raising funds		70	-	70	-	-	-
Charitable activities	3	188,859	-	188,859	162,010	7,773	169,783
Other		-	-	-	-	-	-
<b>Total expenditure</b>		<b>188,929</b>	<b>-</b>	<b>188,929</b>	<b>162,010</b>	<b>7,773</b>	<b>169,783</b>
<b>Net income/(expenditure)</b>		<b>(6,826)</b>	<b>-</b>	<b>(6,826)</b>	<b>(2,402)</b>	<b>(7,773)</b>	<b>(10,175)</b>
<b>Reconciliation of funds</b>							
Total funds brought forward		149,492	-	149,492	151,894	7,773	159,667
<b>Total funds carried forward</b>		<b>142,666</b>	<b>-</b>	<b>142,666</b>	<b>149,492</b>	<b>-</b>	<b>149,492</b>

Income and expenditure derive from continuing activities

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

## BALANCE SHEET AS AT 31 MARCH 2023

Company Number: 05397008

	Notes	Unrestricted	Restricted	Total 2023	Total 2022
		£	£	£	£
<b>Fixed assets</b>	<b>4</b>	88	-	88	118
<b>Current Assets</b>					
Debtors	<b>5</b>	305	-	305	12,161
Cash at bank and in hand		142,927	-	142,927	139,408
Investment		-	-	-	-
		143,232	-	143,232	151,569
<b>Creditors</b>					
Amounts falling due within one year	<b>6</b>	(654)	-	(654)	(2,195)
		(654)	-	(654)	(2,195)
<b>Net current assets /(liabilities)</b>		142,578	-	142,578	149,374
<b>Net assets/(liabilities)</b>		142,666	-	142,666	149,492
<b>Charity Funds</b>					
		Unrestricted	Restricted	Total 2023	Total 2022
Unrestricted funds	<b>7</b>	142,666	-	142,666	149,492
Restricted	<b>8</b>	-	-	-	-
<b>Total charity funds/(deficit)</b>		142,666	-	142,666	149,492

For the year ending 31st March 2023, the company was entitled to exemption from audit under section 477 of the Companies Act 2006.

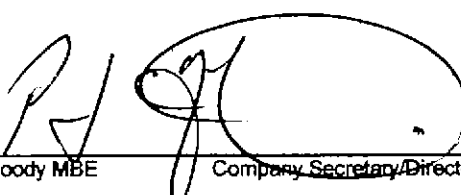
The directors acknowledge their responsibilities for:

- (i) the members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476.
- (ii) the directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.
- (iii) these accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.  
comply with the requirements of this Act relating to accounts, so far as applicable to the company.

The accounts have been prepared in accordance with the special provisions relating to small companies within the Companies Act 2006, SORP (FRS 102) effective October 2019 and relevant UK accounting standards.

The financial statements were approved and authorised for issue by the Board on 27th September 2023,  
Signed on behalf of the board of trustees.

  
Marie Bissett      Chairperson/Director

  
P Floody MBE      Company Secretary/Director

**PRINCIPAL ACCOUNTING POLICIES**

**FOR THE YEAR ENDED 31 MARCH 2023**

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**Accounting Policies**

The financial statements have been prepared under the historical cost convention.

The financial statements have been prepared in accordance with the Statement of Recommended Practice Practice SORP (FRS102) issued on 1st October 2019 and applicable UK Accounting Standards and the Charities Act 2011.

**Format**

The company has taken advantage of the provisions of the Companies Act 2006 and presented an income and expenditure account in the form of a Statement of Financial Activities on the grounds that it enables the financial statements to show a true and fair view of the result for the year.

**Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated funds is set out in the notes to the financial statements. Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donors or which have been raised by the charity for particular purposes.

**Incoming resources**

All incoming resources are included in the SOFA when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. Grants are brought into account on a receivable basis.

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which it has been received.

**Resources expended**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is stated inclusive of value added tax.

**Tangible fixed assets and depreciation**

Depreciation is calculated to write down the cost of all tangible fixed assets by instalments over the expected useful lives. The period generally applicable are:

Equipment	25% on	reducing balance method
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**Intangible income**

Intangible income, in the form of donated facilities and voluntary help etc., is not included in the financial statements since it is not considered practicable to quantify such income.

**Reserves**

The current reserve policy is to maintain sufficient cash flow for known commitments, and the replacement of replacement of certain assets. Not all grants/income are received at the beginning of the financial year other are received in arrears.

**Risk**

The directors/trustees do not believe the organisation is subject to any substantial risk beyond those disclosed in the Annual Report and Accounts.

The organisation has employer and public liability insurance to protect it in the case of a claim.



**NOTES TO THE ACCOUNTS**

	Notes	Unrestricted £	Restricted £	2023 £	2022 £
<b>1 Charitable activities</b>					
NNC		48,270	-	48,270	37,000
ACRE		-	-	-	700
		<u>48,270</u>	<u>-</u>	<u>48,270</u>	<u>37,700</u>
Café income		23	-	23	33
Tier 1/2		96,164	-	96,164	41,159
Tier 3		21,760	-	21,760	45,801
Hall hire		540	-	540	580
Activities raffles etc.		3,773	-	3,773	1,618
Fareshare		649	-	649	577
Others including HMRC JRS claims		-	-	-	26,295
		<u>171,179</u>	<u>-</u>	<u>171,179</u>	<u>153,763</u>
<b>2 Charitable activities</b>					
Employment costs	3	132,807	-	132,807	115,973
Training courses and activities		4,202	-	4,202	7,270
Stationery, printing, postage, etc		628	-	628	272
Telephones, internet		1,466	-	1,466	1,323
Equipment kitchen etc.		5,865	-	5,865	2,729
Repairs, maintenance and renewals		5,505	-	5,505	5,942
Rent, rates, heat and light		8,571	-	8,571	2,666
Sundries		3,016	-	3,016	2,742
Cleaning and hygiene costs		1,537	-	1,537	2,105
Marketing, publicity		4,364	-	4,364	-
Provisions		17,418	-	17,418	24,706
Insurance		565	-	565	457
<b>Governance</b>					
Professional fees		2,401	-	2,401	3,038
Independent Examination		484	-	484	520
Depreciation		30	-	30	40
<b>Total expenditure</b>		<u>188,859</u>	<u>-</u>	<u>188,859</u>	<u>169,783</u>
<b>3 Trustees and Employment costs</b>					
Gross salaries		127,285	-	127,285	111,438
Employer N I		3,225	-	3,225	2,664
ER Pension		2,297	-	2,297	1,871
Volunteer Expenses		-	-	-	-
DBS Checks Covid-19		-	-	-	-
		<u>132,807</u>	<u>-</u>	<u>132,807</u>	<u>115,973</u>

**NOTES TO THE ACCOUNTS**

There are no employee being paid in excess of £60,000 per annum.

The average number of employees by head count during the year was: 8(2022:7)

During the year the trustees received £nil in remuneration. (2022: £nil)

The total expenditure reimbursed to trustees amounted to £nil (2022: £nil)

**4 Tangible assets**

**Cost**

Balance 01.04.22

Add: Additions during the year

**Depreciation**

At 1 April 2022

Charge in year

At 31 March 2023

**Net Book Value**

At 31 March 2023

At 31 March 2022

	2023	2022
	Tangible Assets	Tangible Assets
	£	£
	15,612	15,612
	-	-
	<u>15,612</u>	<u>15,612</u>
	15,494	15,454
	30	40
	<u>15,524</u>	<u>15,494</u>
	<u>88</u>	
		<u>118</u>

**5 Debtors**

Other - HMRC JRS claim

Prepayments

	2023	2021
	£	£
	-	11,450
	305	711
	<u>305</u>	<u>12,161</u>

**6 Creditors - Amounts falling due within one year**

Sundry creditors

Accruals

	2023	2022
	£	£
	(144)	(1,675)
	(510)	(520)
	<u>(654)</u>	<u>(2,195)</u>

**NOTES TO THE ACCOUNTS**

	Opening Balance 2022 £	Movement In £	Movement Out £	Transfer between funds £	Balance 2023 £
<b>7 Unrestricted reserves</b>					
Fixed Assets	118	-	(30)	-	88
Unrestricted	34,083	182,103	(188,899)	-	27,287
Designated: Furniture replacement	4,500	-	-	-	4,500
Designated: Equipment replacement	1,500	-	-	-	1,500
Designated: Redecoration etc.	4,000	-	-	-	4,000
Designated: IT equipment	1,605	-	-	-	1,605
Designated: Covid-19	601	-	-	-	601
General Reserve	103,085	-	-	-	103,085
	<b>149,492</b>	<b>182,103</b>	<b>(188,929)</b>	<b>-</b>	<b>142,666</b>

The Trustees have designated reserves for replacement of furniture , equipment and IT equipment based on a cycle of replacement.

The Centre is now responsible for internal redecoration and is trying to build a fund over the next few years.

Trustees have allocated a general reserves to ensure adequate cash flow to meet liabilities, grants and other income are not always received in advance. The aim as part of the Trustee's good governance is to build a general reserve to cover six months operating costs, based on current cost that amounts to £103,085

**8 Restricted Funds**

	Opening Balance 2022 £	Movement In £	Movement Out £	Transfer between funds £	Balance 2023 £
	-	-	-	-	-
	-	-	-	-	-

**9 Workforce pension**

The Autumn Centre operate a NEST Pension Scheme

**10 Ultimate Controlling Party**

The charitable company is under the ultimate control of its trustees, who are also the directors, and whose names are shown at the front of the financial statements.