

**REGISTERED COMPANY NUMBER: 06340136 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 1120931**

**REPORT OF THE TRUSTEES AND**  
**UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2023**  
**FOR**  
**THE PRIMROSE CENTRE LIMITED**

Andrew Cross & Co.  
Chartered Certified Accountants  
6 Green Lane Business Park  
238 Green Lane  
New Eltham  
London  
SE9 3TL

**THE PRIMROSE CENTRE LIMITED**

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**FOR THE YEAR ENDED 31 AUGUST 2023**

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**THE PRIMROSE CENTRE LIMITED**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31 AUGUST 2023**

The trustees, present their report with the financial statements of the charity for the year ended 31 August 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

**OBJECTIVES AND ACTIVITIES**

**Objectives and aims**

The centre provides holistic therapies and treatments, support and advice to breast cancer patients and their families. All therapies have been assessed as safe, appropriate and beneficial to breast cancer patients. All therapists are fully qualified and accredited practitioners in their field of expertise. The centre is grateful for donations from visitors to offset costs and also fundraisers to cover these costs and others.

**Compliance with public benefit guidance**

The Trustees give an assurance that they have complied with their duty to have due regard to the Charity Commission's public benefit guidance when they exercised any powers or duties to which the guidance was relevant.

**Volunteers**

The charity benefits from significant stability from our volunteer team. The highly regarded reception staff comprising of a small group of dedicated and motivated volunteers, who are hugely important in the day to day activities of the Centre. We are supported by others who look after social media, photography, website hosting, administrative and fundraising. It is our ethos to have the highest standards, with everyone at the centre working towards this. The Trustees wish to thank all those volunteers who have given and who continue to give their time so willingly. Our volunteer team are well thought of by trustees, visitors and our community partners. We simply could not achieve what we achieve without them.

**ACHIEVEMENT AND PERFORMANCE**

**Charitable activities**

The charity provides complementary and holistic therapies which include, Talk Therapy, Reflexology, Reiki, Mindfulness, Lymphatic Drainage, Nutritional Advice, Yoga, Hand & Nail treatments, Sound Bowl Meditation, Indian Head Massage and Oncology Massage as well as peer support and advice. All reducing stress, pain, physical and mental discomfort and improving sleep and general wellbeing. The community we have built continues to support one another throughout the cancer journey. We provide a safe space to heal.

**Fundraising activities**

The charity is truly grateful to so many who have contributed to it, be that by making grants available to us, donations from visitors, helping at events both in and away from the Centre. The charity's fund raising continues to be very well supported by local community businesses including pubs, restaurants, supermarkets and local groups/clubs. There has been a steady flow of donations and support from all areas resulting in a stable year for the charity.

**FINANCIAL REVIEW**

**Principal funding sources**

The charity's ongoing sources of income come from gratefully received grants, donations from individuals, businesses and those with an interest in supporting people with breast cancer. The income is supplemented by regular giving, fund-raising activities and functions, plus additional funds received through potential gift-aid claimed on appropriate gifts.

**Reserves policy**

The Trustees aim to maintain a reserve equivalent to three months running cost, and this continues to be in place.

Additionally, it has continued to be the policy of the Trustees to operate the charity on a year-on-year, break even basis, and the reserve built up in the past years has been both sensible and prudent in view of the current financial circumstances. This will continue to be the aim of the Trustees.

## **THE PRIMROSE CENTRE LIMITED**

### **REPORT OF THE TRUSTEES** **FOR THE YEAR ENDED 31 AUGUST 2023**

#### **CURRENT UPDATE**

Our founding CEO sadly passed away in March 2023. Mary Spinks was the driving force of the charity and the life force of the Centre. As our friend she brought love, loyalty and positivity. As the hub of the Centre she brought compassion and empathy. She is missed beyond words. The Trustees are determined and confident that her legacy will continue to provide support and care for those with a breast cancer diagnosis.

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Governing document**

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

#### **REFERENCE AND ADMINISTRATIVE DETAILS**

##### **Registered Company number**

06340136 (England and Wales)

##### **Registered Charity number**

1120931

##### **Registered office**

The Primrose Centre  
3 Prudence Lane  
Farnborough  
Kent  
BR6 8RE

##### **Trustees**

Mrs M Spinks (deceased 15.3.2023)  
Mrs S Beecher (resigned 5.1.2024)  
Mrs M J Velasco  
Ms L Spinks (appointed 1.9.2023)  
Ms J P Gallier (appointed 1.9.2023)

##### **Company Secretary**

##### **Independent Examiner**

Andrew Cross & Co.  
Chartered Certified Accountants  
6 Green Lane Business Park  
238 Green Lane  
New Eltham  
London  
SE9 3TL

Approved by order of the board of trustees on 23 May 2024 and signed on its behalf by:



Ms J P Gallier - Trustee



**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF**  
**THE PRIMROSE CENTRE LIMITED**

**Independent examiner's report to the trustees of The Primrose Centre Limited ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 August 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').

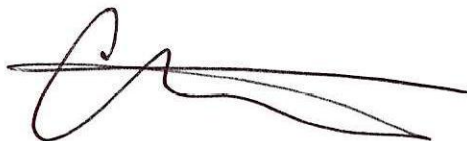
Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). 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**

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 the Company 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.



Charlotte Cross FCCA IMA BSc  
The Association of Chartered Certified Accountants

Andrew Cross & Co.

Date: ..... 23 MAY 2024 .....

**THE PRIMROSE CENTRE LIMITED**

**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 AUGUST 2023**

	Notes	2023 Unrestricted fund £	2022 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies		42,240	41,722
Investment income	2	1,067	27
<b>Total</b>		<u>43,307</u>	<u>41,749</u>
 <b>EXPENDITURE ON</b>			
Raising funds	3	13,934	18,721
<b>Charitable activities</b>			
Charitable activities		21,089	34,454
Other		-	1,289
<b>Total</b>		<u>35,023</u>	<u>54,464</u>
 <b>NET INCOME/(EXPENDITURE)</b>		8,284	(12,715)
 <b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward		586,035	598,750
 <b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>594,319</u></u>	<u><u>586,035</u></u>

The notes form part of these financial statements

**THE PRIMROSE CENTRE LIMITED**  
**STATEMENT OF FINANCIAL POSITION**  
**31 AUGUST 2023**

	Notes	2023 Unrestricted fund £	2022 Total funds £
<b>FIXED ASSETS</b>			
Tangible assets	8	482,000	482,000
<b>CURRENT ASSETS</b>			
Debtors	9	3,271	-
Cash at bank and in hand		112,651	107,005
		<u>115,922</u>	<u>107,005</u>
<b>CREDITORS</b>			
Amounts falling due within one year	10	(3,603)	(2,970)
<b>NET CURRENT ASSETS</b>		<u>112,319</u>	<u>104,035</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		594,319	586,035
<b>NET ASSETS</b>		<u>594,319</u>	<u>586,035</u>
<b>FUNDS</b>	11		
Unrestricted funds		594,319	586,035
<b>TOTAL FUNDS</b>		<u>594,319</u>	<u>586,035</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 August 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 August 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

**THE PRIMROSE CENTRE LIMITED**

**STATEMENT OF FINANCIAL POSITION - continued**  
**31 AUGUST 2023**

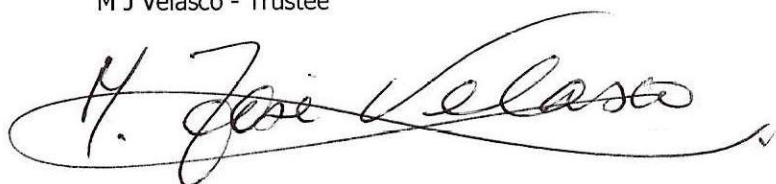
These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 23 May 2024 and were signed on its behalf by:



J P Gallier - Trustee

M J Velasco - Trustee





## **THE PRIMROSE CENTRE LIMITED**

### **NOTES TO THE FINANCIAL STATEMENTS** **FOR THE YEAR ENDED 31 AUGUST 2023**

#### **1. ACCOUNTING POLICIES**

##### **Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

##### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

##### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

##### **Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 25% on reducing balance
Computer equipment	- 33% on cost

##### **Taxation**

The charity is exempt from corporation tax on its charitable activities.

##### **Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**THE PRIMROSE CENTRE LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 AUGUST 2023**

**2. INVESTMENT INCOME**

	2023	2022
	£	£
Deposit account interest	<u>1,067</u>	<u>27</u>

**3. RAISING FUNDS**

**Raising donations and legacies**

	2023	2022
	£	£
Lapel pin costs	-	1,550
Support costs	<u>13,934</u>	<u>17,171</u>
	<u>13,934</u>	<u>18,721</u>

**4. NET INCOME/(EXPENDITURE)**

Net income/(expenditure) is stated after charging/(crediting):

	2023	2022
	£	£
Depreciation - owned assets	<u>-</u>	<u>2,039</u>

**5. TRUSTEES' REMUNERATION AND BENEFITS**

A trustee of the charity, was remunerated as an employee in the period under review. This is permitted under the charity's constitution which has been approved by the Charities Commission in England and Wales. There were no trustees' remuneration or other benefits for the year ended 31 August 2023 (or 31 August 2022).

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 August 2023 nor for the year ended 31 August 2022.

**6. STAFF COSTS**

The average monthly number of employees during the year was as follows:

	2023	2022
Support staff	<u>1</u>	<u>1</u>

No employees received emoluments in excess of £60,000.

**THE PRIMROSE CENTRE LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 AUGUST 2023**

**7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted fund £
<b>INCOME AND ENDOWMENTS FROM</b>	
Donations and legacies	41,722
Investment income	27
<b>Total</b>	<u>41,749</u>
<b>EXPENDITURE ON</b>	
Raising funds	18,721
<b>Charitable activities</b>	
Charitable activities	34,454
Other	1,289
<b>Total</b>	<u>54,464</u>
<b>NET INCOME/(EXPENDITURE)</b>	(12,715)
<b>RECONCILIATION OF FUNDS</b>	
Total funds brought forward	598,750
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u><u>586,035</u></u>

**8. TANGIBLE FIXED ASSETS**

	Freehold property £	Fixtures and fittings £	Computer equipment £	Totals £
<b>COST</b>				
At 1 September 2022 and 31 August 2023	<u>482,000</u>	<u>39,224</u>	<u>1,045</u>	<u>522,269</u>
<b>DEPRECIATION</b>				
At 1 September 2022 and 31 August 2023	<u>-</u>	<u>39,224</u>	<u>1,045</u>	<u>40,269</u>
<b>NET BOOK VALUE</b>				
At 31 August 2023	<u>482,000</u>	<u>-</u>	<u>-</u>	<u>482,000</u>
At 31 August 2022	<u>482,000</u>	<u>-</u>	<u>-</u>	<u>482,000</u>

**THE PRIMROSE CENTRE LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 AUGUST 2023**

**9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2023	2022
	£	£
Other debtors	3,271	-

**10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2023	2022
	£	£
Social security and other taxes	-	1,168
Other creditors	3,603	1,802
	3,603	2,970

**11. MOVEMENT IN FUNDS**

	At 1.9.22	Net movement in funds	At 31.8.23
	£	£	£
<b>Unrestricted funds</b>			
General fund	586,035	8,284	594,319
<b>TOTAL FUNDS</b>	586,035	8,284	594,319

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
<b>Unrestricted funds</b>			
General fund	43,307	(35,023)	8,284
<b>TOTAL FUNDS</b>	43,307	(35,023)	8,284

**Comparatives for movement in funds**

	At 1.9.21	Net movement in funds	At 31.8.22
	£	£	£
<b>Unrestricted funds</b>			
General fund	598,750	(12,715)	586,035
<b>TOTAL FUNDS</b>	598,750	(12,715)	586,035



**THE PRIMROSE CENTRE LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 AUGUST 2023**

**11. MOVEMENT IN FUNDS - continued**

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	41,749	(54,464)	(12,715)
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>41,749</u>	<u>(54,464)</u>	<u>(12,715)</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.9.21 £	Net movement in funds £	At 31.8.23 £
<b>Unrestricted funds</b>			
General fund	598,750	(4,431)	594,319
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>598,750</u>	<u>(4,431)</u>	<u>594,319</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	85,056	(89,487)	(4,431)
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>85,056</u>	<u>(89,487)</u>	<u>(4,431)</u>

**12. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 August 2023.

**THE PRIMROSE CENTRE LIMITED**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 AUGUST 2023**

	2023 £	2022 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Donations	42,240	33,722
Grants	-	8,000
	<hr/> 42,240	<hr/> 41,722
<b>Investment income</b>		
Deposit account interest	1,067	27
	<hr/> 43,307	<hr/> 41,749
<b>Total incoming resources</b>		
<b>EXPENDITURE</b>		
<b>Raising donations and legacies</b>		
Lapel pin costs	-	1,550
<b>Charitable activities</b>		
Therapists and support staff	14,584	25,003
Freelance therapists	6,089	7,638
	<hr/> 20,673	<hr/> 32,641
<b>Other</b>		
Fixtures and fittings	-	1,289
<b>Support costs</b>		
<b>Management</b>		
Insurance	891	939
Light, heat and property costs	1,817	1,435
Telephone	1,853	2,962
Printing, postage & stationery	2,029	2,096
Sundries	616	910
Building and garden maintenance costs	5,884	7,932
Donations	416	1,000
	<hr/> 13,506	<hr/> 17,274
<b>Finance</b>		
Card Charges	844	1,079
<b>Governance costs</b>		
Accountancy fee	-	631
	<hr/> 35,023	<hr/> 54,464
<b>Total resources expended</b>		
<b>Net income/(expenditure)</b>	<hr/> <hr/> 8,284	<hr/> <hr/> (12,715)

This page does not form part of the statutory financial statements