

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 2024
FOR
THE PRIMROSE CENTRE LIMITED

THE PRIMROSE CENTRE LIMITED

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FOR THE FINANCIAL YEAR ENDED 31 AUGUST 2024

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THE PRIMROSE CENTRE LIMITED

The trustees, present their report with the financial statements of the charity for the year ended 31 August 2024. The trustees have adopted the provisions of Accounts and Reporting by Charities: statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland (FRS102).

OBJECTIVE AND ACTIVITIES

Objectives and aims

The centre provides holistic therapies, 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 accepts donations from visitors to offset costs and also fundraises to cover these and associated running costs.

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 an increased number of volunteers plus 1 paid member of staff (2 days). The highly regarded reception staff comprises of a group of dedicated and motivated volunteers, who are hugely important in the day-to-day activities of the Centre. We have several other volunteers who support with ad-hoc tasks, events and fundraising. We are supported by our Centre Director who looks after everything in the background, from social media, email, and our website to admin, finance, banking, events 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 to those who continue to give their time so willingly. Our volunteer team are well thought of by trustees, visitors and our community partners alike. We simply could not offer the services we do, without them.

Charitable activities

The charity provides holistic therapies and treatments which include, Counselling, Reflexology, Reiki, Mindfulness, Lymphatic Drainage, Yoga, Hand & Nail treatments, Sound Bowl Meditation, Indian Head Massage and Oncology Massage as well as peer-to-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. Our social activities give the opportunity to chat in an informal setting; Coffee Mornings are particularly popular. We provide a safe and tranquil space in which to heal.

THE PRIMROSE CENTRE LIMITED

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 successful year for the charity. It has allowed the charity to expand its opening time to 5 days a week.

FINANCIAL REVIEW

Principal funding source

The charity's ongoing sources of income comes from grants, donations from individuals, businesses and those with an interest in supporting those with breast cancer. The income is supplemented by regular giving, many fund-raising activities and events, plus additional funds received through 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. 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. We are aware that as the Centre reaches its 15th year, many of the original fixtures and fittings may need replacing. We are costing these in 2025 to allow sufficient reserves going forward.

CURRENT UPDATE

The day-to-day responsibilities of the Centre have been taken on by Jo Gallier, Trustee and our Centre Director. Her passion to keep the Centre running efficiently, as well as growing to suit the needs of our local community, are clear for all to see. The Primrose Centre goes from strength to strength and serves an ever-increasing number of visitors every month. We have a strong Board of Trustees, a dedicated team of volunteers and a talented mix of paid therapists. Together we are taking the Primrose Centre into the future – it is an honour and a pleasure to look after the legacy the late Mary Spinks has left us.

STRUTUCTURE, 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 ADMINITRATIVE DETAILS

Registered Company Number

06340136 (England and Wales)

Registered Charity Number

1120931

THE PRIMROSE CENTRE LIMITED

Registered Office

The Primrose Centre
3 Prudence Lane
Orpington
Kent
BR6 8RE

Trustees

Mrs M J Velasco
Ms L Spinks
Ms J P Gallier
Ms N Oakes

Independent Examiner

Rachel Somerville-Cotton

Approved by order of the board of trustees on 10 January 2025 and signed on its behalf by:

A handwritten signature in black ink, appearing to read 'J P Gallier', followed by a period.

Ms J P Gallier

THE PRIMROSE CENTRE LIMITED

Independent examiners' report to the trustees of the Primrose Centre Limited ("the company")

I report to the company trustees on my examination of the accounts of the company for the year ended 31 August

Responsibilities and basis of report

As the charity's trustees of the company (and also 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

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 an 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 the examination I have followed the directions given by the Charities Commission under Section 145(5) (b) of the

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 cause to believe that:

1. that accounting records were not kept in respect of the Company as required by Section 386 of the 2006 act;
2. the accounts do not accord with those records; or
3. that 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 a fair view which is not a matter considered as part of an independent examination; or
4. that 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

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.

Rachel Somerville-Cotton BSC (Hons)

Date 

THE PRIMROSE CENTRE LIMITED

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 AUGUST 2024

		2024	2023
		Unrestricted fund	Total funds
	Notes	£	£
INCOME AND ENDOWMENTS FROM			
Donations and legacies		49,710	42,240
Grants		15,425	
Investment income		2,244	1,067
		<u>67,379</u>	<u>43,307</u>
EXPENDITURE ON			
Support Costs		26,504	13,934
Therapist Cost		19,484	21,089
Depreciation		2,685	-
Total		<u>48,673</u>	<u>35,023</u>
NET INCOME / (EXPENDITURE)		18,706	8,284
RECONCILIATION OF FUNDS			
Total funds brought forward		594,319	586,035
TOTAL FUNDS CARRIED FORWARD		<u><u>613,025</u></u>	<u><u>594,319</u></u>

The notes form part of the financial statements

THE PRIMROSE CENTRE LIMITED

STATEMENT OF FINANCIAL POSITION
FOR THE YEAR ENDED 31 AUGUST 2024

	Notes	2024 Unrestricted funds £	2023 Total funds £
FIXED ASSETS			
Tangible assets		490,054	482,000
CURRENT ASSETS			
Debtors		3,446	3,271
		<u>123,263</u>	<u>112,651</u>
		126,710	115,922
CURRENT LIABILITIES			
Amounts falling due within one year		(3,738)	(3,603)
NET CURRENT ASSETS		<u>122,971</u>	<u>112,319</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>613,026</u>	<u>594,319</u>
FUNDS			
Unrestricted funds		613,026	594,319
TOTAL FUNDS		<u>613,026</u>	<u>594,319</u>

The charitable company is entitled to exemption from audit under section 477 of the Companies Act 2006 for the year ended 31 August 2024

The members have not required the company to obtain an audit of its financial statement for the year ended 31 August 2024 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 the financial statements

THE PRIMROSE CENTRE LIMITED

STATEMENT OF FINANCIAL POSITION
FOR THE YEAR ENDED 31 AUGUST 2024

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 29/5/2025
and were signed for on its behalf by:



J P Gallier - Trustee

Date 29/5/2025

The notes form part of the financial statements

THE PRIMROSE CENTRE LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2024

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 applicable in the UK and Republic of Ireland (FRS 102) (effective 1st January 2109), 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 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
Equipment	- 25% on reducing balance

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

THE PRIMROSE CENTRE LIMITED

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2024

2 INVESTMENT INCOME

	2024	2023
	£	£
Deposit account interest	<u>2,244</u>	<u>1,067</u>

3 RAISING FUNDS

	2024	2023
	£	£
Support costs	<u>26,504</u>	<u>13,934</u>
	<u>26,504</u>	<u>13,934</u>

4 NET INCOME / EXPENDITURE

	2024	2023
	£	£
Depreciation of owned assets	<u>2,685</u>	<u>-</u>

5 TRUSTEES' REMUNERATION AND BENEFITS

A trustee of the charity was remunerated as an employee during the period. This is permitted under the charity's constitution which has been approved by the Charities Commission in England and Wales.

Trustees' expense

There were no trustees' expenses paid for the year ended 31 August 2024 or for the prior period to 31 August 2023.

6 STAFF COSTS

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

	2024	2023
Support Staff	1	1

No employees received emoluments in excess of £60,000

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THE PRIMROSE CENTRE LIMITED

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2024**

7 COMPARITIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £
Income and endowments from	
Donations and legacies	42,240
Investment income	1,067
Total	<u>43,307</u>
Expenditure on	
Raising funds	13,934
Charitable activities	21,089
Total	<u>35,023</u>
NET INCOME / (EXPENDITURE)	8,284
RECONCILIATION OF FUNDS	
Total fund brought forward	586,035
TOTAL FUNDS CARRIED FORWARD	<u>594,319</u>

8 TANGIBLE FIXED ASSETS

	Freehold Property £	Fixtures and Fittings £	Equipment £	Totals £
COST				
As at 1 September 2023	482,000	39,224	1,045	522,269
Additions	<u>-</u>	<u>-</u>	<u>10,739</u>	<u>10,739</u>
	<u>482,000</u>	<u>39,224</u>	<u>11,784</u>	<u>533,008</u>
DEPRECIATION				
As at 1 September 2023	-	39,224	3,730	42,954
Charge for year	<u>-</u>	<u>-</u>	<u>2,685</u>	<u>2,685</u>
	<u>-</u>	<u>39,224</u>	<u>6,415</u>	<u>45,639</u>
NET BOOK VALUE				
At 31 August 2024	<u>482,000</u>	<u>-</u>	<u>5,370</u>	<u>479,315</u>
at 31 August 2023	<u>482,000</u>	<u>-</u>	<u>-</u>	<u>482,000</u>

Continued...

THE PRIMROSE CENTRE LIMITED

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2024

TANGIBLE FIXED ASSETS - continued

	2024	2023
	£	£
Additions comprised of the following items:		
Defibrillator and safety box	840	-
BTL lymphastim machine trouser attachment	6,000	-
Supply and install of pergola	3,899	-
	<u>10,739</u>	<u>-</u>

9 DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Other debtors	<u>3,446</u>	<u>3,271</u>

10 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Other creditors	<u>3,738</u>	<u>3,603</u>

11 MOVEMENTS IN FUNDS

	At 1.9.23	Net movement in funds	At 31.8.24
	£	£	£
Unrestricted funds			
General fund	594,319	18,706	613,025
TOTAL FUNDS	<u>594,319</u>	<u>18,706</u>	<u>613,025</u>

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

	Income resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	67,379	(48,673)	18,706
TOTAL FUNDS	<u>67,379</u>	<u>(48,673)</u>	<u>18,706</u>

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THE PRIMROSE CENTRE LIMITED

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2024**

11 MOVEMENT IN FUNDS - continued

Comparative for movement in funds

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

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

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

Current year 12 months and prior year 12 months combined position is as follows:

	At 1.9.22	Net movement in funds	At 31.8.24
	586,035	26,990	613,025
TOTAL FUNDS	<u>586,035</u>	<u>26,990</u>	<u>613,025</u>

Current year 12 months and prior year 12 months combined position is as follows:

	Income resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	93,017	(72,266)	20,751
TOTAL FUNDS	<u>93,017</u>	<u>(72,266)</u>	<u>20,751</u>

12 RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 August 2024

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2024**

	2024 £	2023 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	49,710	42,240
Grants	15,425	
	<u>65,135</u>	<u>42,240</u>
Investment income		
Deposit account interest	2,244	1,067
	<u>67,379</u>	<u>43,307</u>
Total incoming resources		
	<u>67,379</u>	<u>43,307</u>
EXPENDITURE		
Freelaance and support staff		
Support staff	3,938	14,584
Freelance therapists	19,484	6,089
	<u>23,422</u>	<u>20,673</u>
Support costs		
Advertising and Marketing	1,195	-
Donations	-	416
Insurance	1,146	891
Light,heat and property costs	4,245	1,817
Printing, postage and stationery	771	2,029
Refreshments and flowers	633	-
Sundries	817	616
Subscriptions	431	-
Training	500	-
Telephone	2,268	1,853
Building and garden maintenance costs	9,195	5,884
	<u>21,200</u>	<u>13,506</u>
Finance		
Card Charges	735	844
Other	631	-
	<u>2,685</u>	<u>-</u>
Depreciation		
	<u>2,685</u>	<u>-</u>
Total resources expended	<u>48,673</u>	<u>35,023</u>
Net income / (expenditure)	<u><u>18,706</u></u>	<u><u>8,284</u></u>

This page does not form part of the statutory financial statements

